



**City of Sutherlin
Workshop Council Meeting
Monday, February 24, 2020
Civic Auditorium – 7:00 p.m.**

AGENDA

Mayor Todd McKnight
Council President Boggs
Councilors Hamilton, Stone, Sumner, Tomlinson and Vincent

- 1. CALL TO ORDER / FLAG SALUTE**
- 2. ROLL CALL**
- 3. INTRODUCTION OF MEDIA**
- 4. PRESENTATIONS**
 - a. Officer of the Year
- 5. COUNCIL BUSINESS**
 - a. Liquor License Approval – The Cozy Corner
 - b. Ordinance 1076 – 2019 Fire Code – Amending SMC15.04.010 (second reading & adoption)
 - c. Bid Award – Schoon Mt Storage Tank and Sixth & Oak Pump Station
 - d. Bid Award – S Calapooia Low Pressure Force Main Extension
- 6. AGENDA CONFIRMATION**
 - a. March 9, 2020 Agenda
- 7. COUNCIL COMMENTS**
- 8. REPORTS**
 - a. Ford's Pond Community Park Sponsorship Plan
 - b. LGGP Grant, Recreational Trails Grant, and Land and Water Conservation Fund Authorization for Ford's Pond
 - c. Airport Industrial Lands Wetland Consultant
- 9. STRATEGIC PLAN UPDATE**
 - a. New In-Flow & Infiltration Prevention Program (SP)(Verbal)
- 10. ADJOURN**

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 541.459.2856 at least 48 hours prior to the meeting to arrange for accommodations



Call to Order & Flag Salute





ROLL CALL





Introduction Of Media





Presentations and/or Proclamations





City of Sutherlin

STAFF REPORT					
Re: 2019 Officer of the Year Presentation				Meeting Date:	2/24/2020
Purpose:	Action Item ☐	Workshop ☐	Presentation ☒	Discussion ☐	Update ☐
Submitted By: Troy A. Mills, Chief of Police				City Manager Review	☐
Attachments: N/A					

WHAT IS BEING ASKED OF COUNCIL?

Presentation of Certificate to Officer Bryce Sanman as this year's Officer of the Year.

EXPLANATION

The Roseburg Optimist Club has been supporters of the local law enforcement for four decades in Douglas County. Each year this organization holds the "Respect for Law Banquet," to honor those who protect and serve our communities.

This provides an opportunity for law enforcement agencies in our county to select honorees from their respective agencies. This year the Sutherlin Police Department has named Officer Bryce Sanman as our "Officer of the Year! He will be honored along with other Douglas County Officers and Deputies on February 21, 2020, at the Roseburg Optimist 44th Annual Respect for Law Enforcement Banquet.

Certificate to read: "In acknowledgement of this year's outstanding accomplishments, professionalism, leadership, teamwork and dedication that you give to your profession. On behalf of the Sutherlin Police Department, City of Sutherlin and the citizens of Sutherlin we honor and thank you! Congratulations Officer Bryce Sanman, for an outstanding job!"

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A

OFFICER OF THE YEAR AWARD 2019

This certificate is awarded to

*Police Officer
Bryce Sanman*



In acknowledgement of the year's outstanding accomplishments, professionalism, leadership, teamwork and dedication that you give to your profession. On behalf of the City Council, Sutherlin Police Department, City of Sutherlin and the citizens of Sutherlin and Oakland, we honor and thank you! Congratulations Officer Sanman, for an outstanding job!

Todd McKnight, Mayor

Date



COUNCIL BUSINESS





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

www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Kelly's Cozy Corner (Formally "Cozy Corner Tavern") 1207 W Central Avenue, Sutherlin				Meeting Date:	02/24/2020
Purpose:	Action Item ☒	Workshop ☐	Report Only	Discussion ☐	Update ☐
Submitted By: Troy A. Mills, Chief of Police				City Manager Review ☐	
Attachments: OLCC Liquor License Application					

WHAT IS BEING ASKED OF COUNCIL?

Kelly Jeffries LLC has submitted an application and under the requirements of the Oregon Liquor Control Commission (OLCC), for a "Full On-Premises, Commercial" and "Off-Premises Sales" of alcoholic beverages at 1207 W Central Avenue. This request is the result of a new retail business within the City of Sutherlin. The individual applying for the license is Kelly Blake-Jeffries.

EXPLANATION

The police department has found no information that would be viewed as disqualifying by the Oregon Liquor Control Commission (OLCC).

OPTIONS

- 1) Provide OLCC a recommendation that this license be approved and granted.
- 2) Provide OLCC a recommendation that this license not be approved or granted.

SUGGESTED MOTION(S)

N/A



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

RECEIVED

JAN 13 2020

OLCC - Eugene

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
☐ Brewery 1st Location	Date application received and/or date stamp:
☐ Brewery 2nd Location	Name of City or County:
☐ Brewery 3rd Location	Recommends this license be:
☐ Brewery-Public House 1st Location	☐ Granted ☐ Denied
☐ Brewery-Public House 2nd Location	By: _____
☐ Brewery-Public House 3rd Location	Date: _____
☐ Distillery	
☒ Full On-Premises, Commercial	
☐ Full On-Premises, Caterer	
☐ Full On-Premises, Passenger Carrier	
☐ Full On-Premises, Other Public Location	
☐ Full On-Premises, For Profit Private Club	
☐ Full On-Premises, Nonprofit Private Club	
☐ Grower Sales Privilege 1st Location	
☐ Grower Sales Privilege 2nd Location	
☐ Grower Sales Privilege 3rd Location	
☐ Limited On-Premises	
☒ Off-Premises	
☐ Off-Premises with Fuel Pumps	
☐ Warehouse	
☐ Wholesale Malt Beverage & Wine	
☐ Winery 1st Location	
☐ Winery 2nd Location	
☐ Winery 3rd Location	
☐ Winery 4th Location	
☐ Winery 5th Location	

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

Kelly's Cozy LLC
(Applicant #1)

(Applicant #2)

RECEIVED

OREGON LIQUOR CONTROL COMMISSION

JAN 29 2020

(Applicant #3)

(Applicant #4)

SALEM REGIONAL OFFICE

3. Trade Name of the Business (Name Customers Will See)		
<u>Kelly's Cozy Corner</u>		
4. Business Address (Number and Street Address of the Location that will have the liquor license)		
<u>1207 W Central Ave</u>		
City	County	Zip Code
<u>Sutherlin</u>	<u>Douglas</u>	<u>97479</u>

OLCC Liquor License Application (Rev. 1/20)



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

City of Sutherlin

STAFF REPORT					
Re: Ordinance 1076 – 2019 Fire Code – Amending SMC 15.04.010 & 15.04.092				Meeting Date:	2/24/2020
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Fire Battalion Chief, Brandan McGarr & Diane Harris, City Recorder				City Manager Review	☒
Attachments: Notice of Enactment, Proposed Ordinance w/tracking					

WHAT IS BEING ASKED OF COUNCIL?

The Sutherlin Fire Department is asking Council's approval for second reading and adoption of Ordinance 1076, to amend Sutherlin Municipal Code Section 15.04.010 & 15.04.092 to update the 2019 Oregon Fire Code and Fire Systems Records Management.

EXPLANATION

The purpose of the Municipal Code change is to bring Sutherlin Fire Department up to the latest edition of the Oregon Fire Code (OFC), the 2019 edition and to amend the reference number that refers to the Fire Systems Records Management in the Fire Code. Currently the Sutherlin Municipal Code recognizes the 2014 OFC. With bringing the Sutherlin Fire Department up to the latest edition of the OFC, we will be able to enforce any new Public Safety rules found in the 2019 edition of the OFC that are not in the older editions as well as staying compliant with Oregon State Fire Marshal the Insurance Services Office (ISO) requirements.

OPTIONS

N/A

SUGGESTED MOTION(S)

To approve second reading and adoption of Ordinance 1076 – 2019 Fire Code – Amending SMC 15.04.010 & 15.04.092

To not approve second reading and adoption, of Ordinance 1076 – 2019 Fire Code – Amending SMC 15.04.010 & 15.04.092



City of Sutherlin

Administration
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856
Fax (541) 459-3281
www.cityofsutherlin.com

NOTICE OF ORDINANCE ENACTMENT

ORDINANCE NO. 1076

AN ORDINANCE OF THE CITY OF SUTHERLIN AMENDING CHAPTER 15.04.010 and 15.04.092 OF THE SUTHERLIN MUNICIPAL CODE TO UPDATE THE FIRE AND BUILDING CODE AND FIRE SYSTEMS RECORDS MANAGEMENT.

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

**FIRST READING: MONDAY, FEBRUARY 10, 2020 @ 7PM
SECOND READING (if first reading approved): MONDAY,
FEBRUARY 24, 2020 @ 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 Visitor's Center and the City's website, www.cityofsutherlin.com.

Posted this day, February 3, 2020
By Diane Harris
City Recorder

ORDINANCE NO. 1076

AN ORDINANCE OF THE CITY OF SUTHERLIN AMENDING CHAPTERS 15.04.010 AND 15.04.092 OF THE SUTHERLIN MUNICIPAL CODE TO UPDATE TO THE OREGON FIRE CODE AND FIRE SYSTEMS RECORDS MANAGEMENT

WHEREAS, the City's fire and building codes are based off of the state's fire and building codes; and

WHEREAS, since last adopted by the City, the state has updated its fire and building codes, and the City would like to incorporate those updates as well as other improvements into its code.

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

Section 1. Section 15.04.010 of the Sutherlin Municipal Code is amended as follows:

15.04.010 Adoption of Oregon Fire Code.

The International Fire Code (IFC) ~~2012~~ **2018** Edition as promulgated by the International Code Council and adopted by the State of Oregon as the Oregon Fire Code (OFC) ~~2014~~ **2019** Edition is hereby adopted, together with the deletions, additions and modifications set forth in this Chapter, as the city's fire code. The OFC regulates and governs the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of building and premises. A copy of the OFC, which has been appropriately marked as having been adopted as amended by this chapter is on file in the office of the Fire Chief of the city, and shall be controlling within the limits of the city from and after ~~April 30, 2019~~ **March 25, 2020**.

Section 2. Sections 15.04.092 has been amended in the Sutherlin Municipal Code by updating the Oregon Fire Code Section number to 901.6.3:

15.04.092 Fire Systems Records Management

Section ~~901.6.2~~ **901.6.3** of the Oregon Fire Code is amended by adding the following language for the City of Sutherlin: Records of all fire protection system inspections, tests, and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three (3) years and service contractors shall submit the service reports, in a manner specified by the Fire Chief, to the City of Sutherlin's Fire Prevention Bureau within thirty (30) days of

performing the inspection and test. The following systems shall be tracked by the City of Sutherlin's Fire Prevention Bureau:

- A. Automatic Fire Sprinkler Systems
- B. Fire Alarm Systems
- C. Fire Detection
- D. Commercial Kitchen Hood Suppression
- E. Standpipes
- F. Active Smoke Control
- G. Private Fire Hydrants
- H. Fire Pumps
- I. Special Suppression (wet chemical, dry chemical, carbon dioxide, foam, halon, clean agent, etc.)
- J. Fire Escapes

PASSED BY THE CITY COUNCIL ON THE 24TH DAY OF FEBRUARY, 2020.

APPROVED BY THE MAYOR ON THE 24TH DAY OF FEBRUARY, 2020.

Todd McKnight, Mayor

ATTEST:

Diane Harris, City Recorder, CMC



City of Sutherlin

STAFF REPORT					
Re: Schoon Mountain Storage Tank and Sixth & Oak Pump Station, Construction Bid Award				Meeting Date:	02-24-2020
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: Letter of Recommendation from The Dyer Partnership Engineers & Planners, Inc.					

WHAT IS BEING ASKED OF COUNCIL?

Council is being asked to award the contract to Fackler Construction in the amount of \$705,749.00 for the Schoon Mountain Storage Tank and Sixth & Oak Pump Station Improvement.

EXPLANATION

On December 10, 2018, City Council approved Resolution 2018.23 authorizing a loan from Safe Water Revolving Loan Fund (SWRLF). The award consisted of a loan of \$387,990.00 and a grant of \$447,990.00 with an interest rate on the loan of 1.0% for a maximum term of 30 years. Part of this project will be funded by Water Construction Fund in the amount of \$150,000.00.

On March 11, 2019, City Council approved Engineering Services for Design and Construction Management, to The Dyer Partnership, Engineers & Planners, Inc. in the amount of \$143,900.00.

On January 22nd and 29th City of Sutherlin advertised for construction of the water system improvements. Sealed bid where due on February 19, 2020 Fackler Construction submitted the lowest bid and has sufficient experience and qualifications to satisfactorily construct the project.

Improvements will consist of replacing the current two 12,000 gallon storage tanks, with a single 135,000 gallon glass-fused-to-steel tank. Sixth & Oak Pump Station will consist replacing the current below ground pump station with an above ground pump station. Construction on both projects is expected to be completed by the end of November 2020.

OPTIONS

Award the contract to Fackler Construction as presented in the amount of \$705,749.00.

Not award contract to Fackler Construction as presented in the amount of \$705,749.00.

SUGGESTED MOTION(S)

1. Motion to award the construction of the Schoon Mountain Storage Tank and Sixth & Oak Pump Station Improvement in the amount of \$705,749.00 to Fackler Construction.
2. Motion to not award the construction of the Schoon Mountain Storage Tank and Sixth & Oak Pump Station Improvement in the amount of \$705,749.00 to Fackler Construction.



THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

February 20, 2020

Jerry Gillham, City Manager
City of Sutherlin
126 E Central Avenue
Sutherlin, Oregon 97479

RE: City of Sutherlin
2020 Water System Improvements
Project No. 146.50

Dear Mr. Gillham:

This letter is to recommend action by the City of Sutherlin in response to the bids received on February 19, 2020 at 2:00 PM for the above referenced project. Four bids were received. There were no bid irregularities. All the quantity bids were responsive and responsible. The bids were in the following amounts:

1. \$705,749.00 by Fackler Construction
2. \$804,500.00 by Pacific Excavation, Inc.
3. \$812,300.00 by DSL Builders
4. \$899,150.00 by Stettler Supply Co.

We recommend that the City of Sutherlin take the following action:

1. Accept the bids.
2. Submit the necessary documents to Oregon Business Development Department - Infrastructure Finance Authority (OBDD-IFA).
3. Award a Contract, contingent upon the approval of OBDD-IFA, to Fackler Construction in the amount of \$705,749.00.

It is our opinion that Fackler Construction has sufficient experience and qualifications to satisfactorily construct the project.

With the City of Sutherlin and Council's acceptance and approval of the responsive bid the following needs to be sent to OBDD-IFA for their approval:

- Lowest responsive bid.
- Bid Summary.
- Letter of Recommendation from Engineer.
- Project Owner acceptance documentation (i.e. minutes from Council meeting).
- Notice of Advertisement for Bid.
- Advertisement Affidavit.

Assuming the City of Sutherlin, Council and the OBDD-IFA concurs with our recommendation; we have enclosed four copies of the Notice of Award. A representative for the City of Sutherlin needs to sign all four copies after which they should be returned to our office. (Please do not date the Notice of Award.) Dyer will date the Award

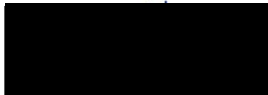
Jerry Gillham, City Manager
February 20, 2020
Page 2

following notification that the City of Sutherlin and the OBDD-IFA accepts the bid and is determined to award the project.

Pursuant to ORS279C.835, the Oregon Bureau of Labor and Industries requires that Form WH-81 be filled out by the contracting agency and sent to them with a copy of the first-tier subcontractor form, if applicable (ORS 279C.370), within 30 days of issuing the Notice of Award. The form is available at:
<https://www.oregon.gov/boli/WHD/PWR/docs/wh81.pdf>

The Owner is also responsible for payment of a Public Works fee to the Bureau of Labor & Industries. This payment is accompanied by Form WH-39 which is available at:
<https://www.oregon.gov/boli/WHD/PWR/docs/wh39.pdf>

Sincerely,



Tyler Molatore, PE
Project Engineer



City of Sutherlin

STAFF REPORT					
Re: South Calapooia Low Pressure Force Main Extension				Meeting Date:	02-24-2020
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: Letter of Recommendation from The Dyer Partnership Engineers & Planners, Inc.					

WHAT IS BEING ASKED OF COUNCIL?

Council is being asked to award the contract to Cradar Enterprises Inc. in the amount of \$88,538.00 for the South Calapooia Low Pressure Force Main Extension.

EXPLANATION

Part of the Council Priorities and Strategic plan was to expand the wastewater infrastructure to Exit 135. This is a two phase project and this bid award is for phase 1. This project will consist of approximately 1710 lineal feet of 4 inch C900 PVC sewer force main open trench installation, 66 lineal feet of 4 inch C900 PVC sewer force main by horizontal directional bore for road crossing and associated fittings. This project will start approximately at 1111 S. Calapooia Road (Serv Pro) south to 1350 S. Calapooia Road (Great Northern Trailer). This project is funded by Wastewater Construction Fund.

On January 22nd and 29th City of Sutherlin advertised for construction of the wastewater system improvements. Sealed bid where due on February 18, 2020 Cradar Enterprises Inc. submitted the lowest bid and has sufficient experience and qualifications to satisfactorily construct the project.

OPTIONS

Award the contract to Cradar Enterprises Inc. as presented in the amount of \$88,538.00.

Not award contract to Cradar Enterprises Inc. as presented in the amount of \$88,538.00.

SUGGESTED MOTION(S)

1. Motion to award the construction of the South Calapooia Low Pressure Sanitary Sewer Force Main in the amount of \$88,538.00 to Cradar Enterprises Inc.
2. Motion to not award the construction of the South Calapooia Low Pressure Sanitary Sewer Force Main in the amount of \$88,538.00 to Cradar Enterprises Inc.



THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

February 19, 2020

Jerry Gillham, City Manager
City of Sutherlin
126 E Central Avenue
Sutherlin, OR 97479

RE: City of Sutherlin
HWY 99 STEP Sewer Extension
Project No. 146.51

Dear Mr. Gillham:

This letter is to recommend action by the City of Sutherlin in response to the bids received on February 18, 2020 at 2:00 PM for the above referenced project. Five bids were received. The company contact information was not completed on the bid forms by Basco Logging, Inc. and H&J Construction resulting in minor irregularities. All five bids were responsive and responsible. The bids were in the following amounts:

1. \$88,538.00 by Cradar Enterprises, Inc.
2. \$115,943.00 by Basco Logging, Inc.
3. \$142,498.00 by Knife River Materials
4. \$165,000.00 by H&J Construction
5. \$179,475.00 by Pacific Excavation, Inc.

We recommend that the City of Sutherlin take the following action:

1. Accept the bids.
2. Award a contract to Cradar Enterprises, Inc. in the amount of \$88,538.00.

It is our opinion that Cradar Enterprises, Inc. has sufficient experience and qualifications to satisfactorily construct the project.

Assuming the City of Sutherlin and Council concurs with our recommendation; we have enclosed three copies of the Notice of Award. A representative for the City needs to sign all three copies after which they should be returned to our office. (*Please do not date the Notice of Award.*) We will date the Award following notification that the City of Sutherlin accepts the bids and is determined to award the project.

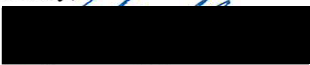
Pursuant to ORS279C.835, the Oregon Bureau of Labor and Industries requires that Form WH-81 be filled out by the contracting agency and sent to them with a copy of the first-tier subcontractor form, if applicable (ORS 279C.370), within 30 days of issuing the Notice of Award. The form is available at:

<https://www.oregon.gov/boli/WH/PWR/docs/wh81.pdf>

The Owner is also responsible for payment of a Public Works fee to the Bureau of Labor & Industries. This payment is accompanied by Form WH-39 which is available at:

<https://www.oregon.gov/boli/WH/PWR/docs/wh39.pdf>

Sincerely,


Jesten Brenner, PE
Project Engineer



AGENDA CONFIRMATION





**City of Sutherlin
Regular Council Meeting
Monday, March 9, 2020
Civic Auditorium – 7:00 p.m.**

AGENDA

Mayor Todd McKnight

Council President Boggs

Councilors Hamilton, Stone, Sumner, Tomlinson and Vincent

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. PRESENTATIONS

6. CONSENT AGENDA

- a. February 10, 2020 Minutes – Regular Meeting
- b. February 24, 2020 Minutes – Workshop Meeting

7. PUBLIC HEARING

- a. Plan Amendment & Zone Change – Allison

8. COUNCIL BUSINESS

- a. Ordinance – Plan Amendment & Zone Change – Allison Subdivision (first reading, title only)
- b. Ford's Pond Community Park & Trail Improvements – Final Design
- c. Ford's Pond Community Park Sponsorship Plan
- d. Contract Award – Wetlands Consultant
- e. Resolution 2020.03 – Authorizing LGGP Grant Application, Recreational Trails Grant and Land and Water Conservation Fund for Ford's Pond

9. REPORTS

10. CITY COUNCIL COMMENT

11. STRATEGIC PLAN UPDATE (Reports in Council Packet)

- a. Identify & Upgrade ADA Accessibility around Central Park

12. 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.]

13. ADJOURN

EXECUTIVE SESSION

ORS – 192.660(2)(d) Labor Negotiation Consultations

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 541.459.2856 at least 48 hours prior to the meeting to arrange for accommodations



COUNCIL COMMENTS





REPORTS





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

City of Sutherlin

STAFF REPORT					
Re: Ford's Pond Community Park Sponsorship Plan				Meeting Date:	02-24-2020
Purpose:	Action Item ☐	Workshop ☒	Report Only ☐	Discussion ☒	Update ☐
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: N/A					

WHAT IS BEING ASKED OF COUNCIL?

This staff report is to inform City Council that at the March 9th council meeting staff will be presenting a request to create a Ford's Pond Community Park Sponsorship Plan.

EXPLANATION

In efforts to maintain and enhance Ford's Pond Community Park, Staff and Friends of Ford's Pond request the establishment of alternate revenue streams (Sponsorship Plan) that will increase the city's ability to deliver services.

Discussions were held at the last Parks Committee meeting of various ideas for sponsorship. The Parks Advisory Committee has recommended that a Ford's Pond Community Park Sponsorship Plan be created for the purpose of increasing the city's ability to deliver services at the park beyond the core levels funded from the general fund. Staff concurs with this recommendation and if approved, will work in partnership with the Friends of Ford's Pond to actively seek sponsorships for events, services, and facilities from individuals, foundations, corporations, and other entities.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A



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

City of Sutherlin

STAFF REPORT					
Re: Ford's Pond Community Park and Trail Improvements - Local Government Grant, Land and Water Conservation and Recreational Trails Program (Discussion only)				Meeting Date:	02-24-2020
Purpose:	Action Item ☐	Workshop ☒	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: N/A					

WHAT IS BEING ASKED OF COUNCIL?

This staff report is to inform City Council that at the March 9th council meeting staff will be presenting a staff report with a resolution requesting authorization from City Council to apply for The Land and Water Conservation Fund, Local Government Grant and Recreational trails Program from the Oregon Parks and Recreational Department.

EXPLANATION

In efforts to fulfill the developments of the Ford's Pond Master Plan, Staff and Friends of Ford's Pond continue their partnership to pursue funding opportunities. If successful, Funds will be used to develop projects 1 & 2B. Project 1 (Phase 2) involves the construction and mitigation for the completion of the 1.7-mile ADA-accessible pathway encircling the pond, which will be constructed of asphalt and/or crushed rock. Project 2B is located in the southeast corner of the park, abutting Church Road and residential neighborhoods to the east. The project involves the engineering and construction of a new parking area for larger vehicles and/or bus parking spaces, a turnaround, restrooms, site furnishings, lighting, natural playground, landscaping, and bioswales.

Project 1 (Phase 2) - Funded by the RTP (~\$400,000) for the construction and mitigation to complete the 1.7-mile ADA-accessible pathway encircling the pond, which will be constructed of asphalt and/or crushed rock.

Project 2B - Funded by LGGP (~\$400,000) and LWCF (~\$100,000) for engineering and construction of a new parking area for larger vehicles and/or bus parking spaces, a turnaround, restrooms, site furnishings, lighting, natural playground, landscaping, and bioswales.

The Parks Advisory Committee supports applying for additional funding for Ford's Pond Community Park and Trail Improvements.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A



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

City of Sutherlin

STAFF REPORT					
Re: Airport Industrial Wetland Consultant				Meeting Date:	2/24/2020
Purpose:	Action Item ☐	Workshop ☐	Report Only ☒	Discussion ☐	Update ☐
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: N/A					

WHAT IS BEING ASKED OF COUNCIL?

This staff report is to give City Council an update regarding the Airport Industrial Land Wetland consultant.

EXPLANATION

At the February 10, 2020 council meeting staff indicated that they would be presenting a staff report for the consideration of awarding a contract for the Wetland Delineation and Mitigation process on the Airport Industrial Land at their next meeting.

Staff is still working with various consultants and would anticipate presenting council with a contract to consider for said consultant at the regular March 9, 2020 meeting.

OPTIONS

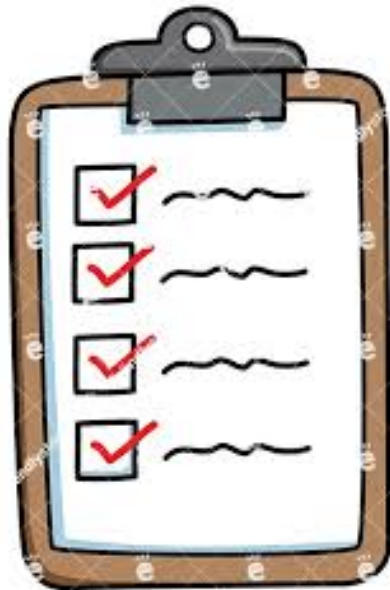
Not Applicable

SUGGESTED MOTION(S)

Not Applicable

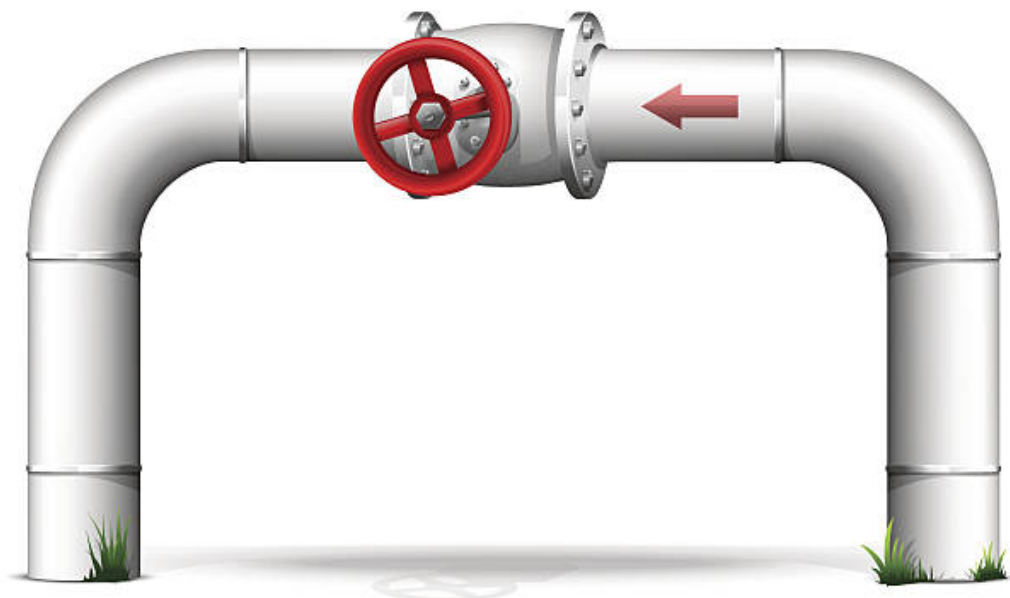


STRATEGIC PLAN UPDATE





New In-Flow & Infiltration Prevention Program (Verbal)





ADJOURNMENT





FOR YOUR INFORMATION



Melanie Masterfield

From: Melanie Masterfield
Sent: Thursday, February 20, 2020 10:49 AM
To: Ashley (ashley@bciradio.com); DC Commisioners (commissioners@co.douglas.or.us); Erica Welch; KUGN (news@kugn.com); Kyle-KQEN (KYLE@BCIRADIO.COM); News Desk (newsdesk@nrtoday.com); Register Guard (rgnews@registerguard.com); Roseburg Beacon (info@roseburgbeacon.com)
Subject: Sutherlin City Council Agenda
Attachments: CC AGENDA FEB 24.20 WS Mtg.pdf

Good morning. Attached is the meeting agenda for Monday, February 24, 2020.



Melanie Masterfield
Deputy City Recorder

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