



**City of Sutherlin
Regular Council Meeting
Monday, October 8, 2018
Civic Auditorium – 7:00 p.m.
AGENDA**

Mayor Todd McKnight
Council President Luzier
Councilors Boggs, 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. CONSENT AGENDA

- a. September 10, 2018 Minutes – Regular Meeting
- b. September 24, 2018 Minutes – Workshop

6. PUBLIC HEARING

- a. Withdrawal of Territory

7. COUNCIL BUSINESS

- a. Ordinance – Withdrawal of Territory – Ford's Pond Property (first reading, title only)
- b. Ordinance – Withdrawal of Territory – Mountain View Estates (first reading, title only)
- c. Resolution 2018.20 – Downtown Property Donation
- d. Resolution 2018.21 – Safe Routes to School Grant
- e. Ford's Pond Appraisal Funding

8. REPORTS

9. STRATEGIC PLAN UPDATE (Reports in Council Packet)

10. CITY COUNCIL COMMENT

11. 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.]

12. 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





PUBLIC COMMENT

Agenda Items only





Consent Agenda



CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, September 10, 2018 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Wayne Luzier, Forrest Stone, Michelle Sumner, Travis Tomlinson, Seth Vincent

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

Assistant CM/Finance Director, Dan Wilson

Sr. City Recorder, Debbie Hamilton

City Recorder, Diane Harris

Community Development Director, Brian Elliott

City Planner, Jamie Chartier

Community Development Specialist, Kristi Gilbert

Public Works Superintendent, Aaron Swan

Police Chief, Troy Mills

Fire Chief, Mike Lane

City Attorney, Chad Jacobs (via Skype)

AUDIENCE: Ken Cunningham, Tami Trowbridge, Terry Prestianni, Becky Wattles, Melissa Shreeve, Dian Cox

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

Flag Salute:

Roll Call: Excused – Councilor Stone

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Sutherlin School District Update**

Sutherlin Schools Superintendent, Terry Prestianni, provided the following district updates:

- Enrollment appears to be level or slightly higher with about 1400 students.
- There are some large “bubble” classes (Kindergarten and 5th grade). East Primary is full with around 430-460 students, resulting in long lines in the cafeteria, morning and after school drop offs, etc.
- East School has added PAW (Positivity at Work) Room. A child development specialist has been hired for the program specifically designed to assist struggling students.
- A 2-day a week School Based Therapy has been added to the district, who has been working with Douglas ESD and Compass Behavioral Health to provide services for students.
- A director for Sutherlin Valley Online Academy (SVOA) has been hired. Plans are to grow the program, increase opportunities, and add to the curriculum.
- Will be adding safety fencing, 2 access gates, and cameras to the front West Intermediate.
- Graduation rates were at 87% in 2016-17; 10% above state average.
- Still struggling with attendance, will continue work on making sure students understand the importance of attendance. Have worked on standardizing the process throughout the district.
- Having discussions with Chamber; school activities are a big tourist attraction. Will work on communicating to other schools regarding lodging, restaurants, and things to do in Sutherlin.

CONSENT AGENDA

- **August 13, 2018 Minutes – Regular Meeting**
- **August 27, 2018 Minutes – Workshop Meeting**

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

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

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Nonpareil Water Treatment Plant Sodium Hypochlorite Improvement Approval**

Staff Report – Community Development Director, Brian Elliott, explained safety, cost, and restriction issues involved with Nonpareil’s current water disinfection system using chlorine gas. Recommendation is to change to Sodium Hypochlorite system that will provide improved safety to staff, residents, and will significantly decrease costs. Staff requesting Council to award the contract to Dyer Partnership for \$29,400.

MOTION made by Councilor Luzier to award Sodium Hypochlorite Improvement for Nonpareil Water Treatment to Dyer Partnership in the amount of \$29,400; second by Councilor Sumner.

Discussion: Councilor Boggs – This didn’t require a bidding process? ***We used our engineer of record; however, will go out to bid for the project itself; total cost is estimated at \$164,800 [includes the \$29,400]. This was also presented in the 2018-19 budget and Water Master Plan.***

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

Opposed: None

Motion carried unanimously.

REPORTS

- **City Fees**

City Planner, Jamie Chartier – Last April, Staff met with Councilor Stone to review Community Development Department’s fees and discuss fees missing from the current schedule, as well as, a fair prices for fees associated with the department’s services.

- These are based on hourly rates? ***We took a general hourly rate; the fees not currently on the schedule were added at that same rate for consistency across the board. Staff also compared fees from other cities around the state.***
- Is the “Commercial Site Review Fee” for those starting commercial businesses? ***Using Auto Zone’s plan as an example; fees are associated with the time spent working on it and coordinating with other agencies. Current fee is \$25 (proposing \$200).***
- Proposed fee for Major Amendments states “75% of current fee”; but, current fee is \$0. ***A Major Amendment Application does not exist in the current fee schedule. Chartier explained a recent situation regarding a sub-division Staff previously worked on, but a year later the customer needed an amendment. Staff had to go through the entire process again at no charge because an amendment application fee was not in place. Example: If amending a subdivision, the amendment fee will be 75% of the subdivision fee.***
- Noxious Growth – Why eliminate a “bill not paid within 30 days” fee? ***Chief of Police, Troy Mills – That fee will be absorbed into the proposed \$150 per parcel fee. This has not been a big issue, but it will eliminate the need to revisit the charge every 30 days. If they don’t abide by that, then what happens? They could be fined for violations attached to the property.***
- Audio Tape fee is being removed? ***Yes, we no longer provide audio (cassette) tapes.***

Gillham reported this will come back to Council in the form of a resolution at the next Council meeting.

STRATEGIC PLAN UPDATES

- **Personnel Handbook Updates**

Gillham – The Personnel Handbook update has been a 2-year process for staff. This is probably the single most important risk management tool we have. Gillham explained the “stair-step” process involving multiple staff, represented employees, [CIS] attorney input, followed by City Manager’s review. Requests appointing 3 Councilors review the handbook as the last step. Suggestion is to have Councilor Sumner, and Councilor Elect, Becky Wattles be part of the review committee. After discussion it was decided the other Councilor will be determined later.

CITY COUNCIL COMMENTS

Councilor Boggs –

- Was staff able to talk to ODOT (Oregon Department of Transportation) regarding the pavement conditions at Exit 135? *Gillham – Will be meeting with them tomorrow morning.*

Councilor Tomlinson –

- None

Councilor Luzier –

- None

Councilor Sumner –

- Concerned with the new crosswalk beeping alert's loud volume, can hear them at my house (a mile away) at various times in the middle of the night. *Public Works Director, Aaron Swan – Plan is for final adjustments to be made to the alerts, as well as, setting the signal timers on September 14th.*

Councilor Vincent –

- Nice to see the Fire Department's full service up and going, they are busy with calls throughout the day, good to see them out in the community.

Mayor McKnight –

- Are there still plans to add more benches around the playground by next spring? *Swan – Yes, planning to add some benches around the perimeter.*

Councilor Vincent – Appreciates City not shutting the splash pad down yet, heard Roseburg shut theirs down Labor Day.

PUBLIC COMMENT –

- Chamber of Commerce President, Tami Trowbridge, shared the following updates:
 - Chamber has been planning an annual meeting to include a “downtown unveiling” event. Planning to start at the Rotary Room and continue with a stroll downtown. Will enjoy seeing the lights, and new shrubs and trees.

A date for the event was discussed with Council and tentatively set for October 4th between 5:30 to 7:00pm. (Final date and time to be confirmed).

- Trowbridge and [Business Committee Chair] Gary [Dagel] will be attending the next Council meeting to report on the business registration progress.
- Would like to encourage all to check out www.visitsutherlin.com, new Executive Director [Melissa Shreeve] is doing some great work on the website.
- Would like to thank Council and Staff for the downtown improvement. It has been in the City Manager's heart to create a “sense of place” in the downtown for years. To finally see that come to fruition is very exciting. Trowbridge shared a story about a friend's family who visited Sutherlin, noting the changes in appearance, therefore creating the desire to live here.

ADJOURNMENT –

With no further business meeting adjourned at 7:31pm.

Mayor McKnight announced Council will take a 5-minute break before meeting in Executive Session – ORS 192.660(2) (e) – Real Property Transactions to deliberate with persons designated by the governing body to negotiate real property transactions. Executive Session called to order at 7:35pm and adjourned at 7:43pm.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris, CMC, City Recorder

Todd McKnight, Mayor

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, September 24, 2018 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Wayne Luzier, Forrest Stone, Michelle Sumner, Travis Tomlinson, Seth Vincent

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

Sr. City Recorder, Debbie Hamilton
City Recorder, Diane Harris
Community Development Director, Brian Elliott
Community Development Specialist, Kristi Gilbert
Public Works Superintendent, Aaron Swan
Police Chief, Troy Mills
Fire Chief, Mike Lane
City Attorney, Chad Jacobs (via Skype)

AUDIENCE: Kimberly Tomlinson, Gary Dagel, Becky Wattles, Chuck & Peggy Brummel, Brian Burke, Tami Trowbridge, Dian Cox

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

Flag Salute:

Roll Call: Excused – Councilor Luzier

Introduction of Media: None

PRESENTATIONS

- **Business Registration Update – Chamber of Commerce**

Chamber Vice President and Business Registration Committee Chair, Gary Dagel, provided business registration updates and reported they are now nearing the finalization process. Most businesses have been cooperative, supportive, and realize the value of the registration for their business.

- How is that information transferred to the City? *Community Development Specialist, Kristi Gilbert – Business Registration application is available on the City's website and City Hall's CDD. The information is saved on shared drive, and accessible to all departments.* Is it private, or can anyone access the file? *No, applications include some personal information therefore, they won't be available to the public; however Staff can release the business's name.*

Dagel – The form provides an option for businesses to be included on the Chamber's directory; most businesses want to be included.

AGENDA CONFIRMATION (agenda items only)

- **October 8, 2018 Agenda**

City Manager, Jerry Gillham, provided a summary of the October 8th draft agenda. One additional item will be added regarding Council's approval to accept a downtown property donation.

COUNCIL PRIORITY PROGRESS REPORT

- **Council Workshop Expectations**

Staff Report – City Manager, Jerry Gillham – Template has been created to start Council's Priorities brainstorming process. Councilors are encouraged to send priorities, between now and the next meeting, to City Recorder, Diane Harris. Will be brainstorming at November's Workshop to bring the ideas forward, set them as priorities, and assign an expectation date of completion. Idea is to have the 2-year priorities ready for implementation January 2019.

- Does that include possible funding ideas rather than charging SDC (System Development Charges) fees?

Gillham confirmed stating he encourages creativity and thought process. Last Council meeting's live streaming reached more than 2,000 people. (3,131 reached, 41 watched live, 38 comments, 5 shares, and 1,700 views). A link will be added to the City's website for citizen's input regarding their priorities, as well. Council Priorities are available on City's website (www.cityofsutherlin.com> [Government](#)> [Strategic Plan](#)> 2018-19 Council Priorities).

COUNCIL COMMENTS

Councilor Boggs –

- Were Exit 135 issues discussed at ODOT (Oregon Department of Transportation) meeting? ***Public Works Director, Aaron Swan – Yes, they are looking at ways for a temporary, as well as, long term surface fix. Exit 136 improvements were also discussed.***

Councilor Tomlinson –

- Can the old [downtown] sidewalks be power-washed, and is there a plan to make that happen? ***Swan – Public Works recently purchased a pressure washer with a scrubber. Community Service workers will be cleaning the old sidewalks.***
- Janelle from Motel 6 mentioned speaking to someone about their sign not lighting up since the sidewalk project was done. ***Swan – Have spoken to Guido Construction on a couple of occasions, was under the impression they contacted her. Will take the next step to confirm.***
- Its great seeing businesses making building appearance improvements. The beautification project has trickled down helping city moral. Would like to thank everyone for what you have done.

Councilor Sumner –

- Noticed the flashing yellow light at Umatilla Street crosswalk; are there plans to install them at other locations? ***Swan – Have looked into that, however they are quite expensive and there are regulations and legalities regarding acceptable location. Not planning it at this time.***

Councilor Vincent –

- None

Councilor Stone –

- Sidewalk project [Scardi Blvd] looks good so far, but there are some surface irregularities. ***Swan – There is still a lot to do, it will look good when finished.***
- What are ODOT's plans at Exit 136? ***Swan – They want to partner with the City for landscaping improvements next to overpass and on south side of the exit.*** Would like to see irrigation added and making it more visually appealing in flag area for people to sit and enjoy. ***That was discussed; they need to look at their funding and ongoing maintenance piece and get back to me.***
- Asked Chamber President, Tami Trowbridge, if they can look into adding an electronic sign near Triangle Park. ***Trowbridge – Have found that these signs cost around \$25,000 to \$35,000. There are also concerns about that location being too distracting.*** Feels it's important to have something to draw people into downtown area.

Discussion continued, Trowbridge stated Chamber would look further into the possibility.

Mayor McKnight –

- Understand City has now picked up trees/shrubs for downtown, what are the plans for that? ***Swan – Will be placing them, still in there pots, on top of the grates in marked locations to get a good sense if that location is agreeable. Will then plant them.*** The tree grates appear to be rusted, will they remain that way? ***Swan – That's the way they are made, the rust forms a protective coating.***
- Would like to thank Staff, Council, and the public for their downtown beautification involvement. It took everyone working together to make this happen. The town really looks great.

COUNCIL BUSINESS

- **Resolution 2018.17 – Fee Schedule**

Staff Report – Community Development Director, Brian Elliott, provided a summary regarding the fee schedule resolution and processes involved.

MOTION made by Councilor Stone to approve Resolution 2018.17 – Fee Schedule as presented; second by Councilor Vincent.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Resolution 2018.18 – Withdrawal of Land – Ford’s Pond**

Staff Report – Elliott reported Community Development Specialist, Kristi Gilbert, and Douglas County Planner, Joshua Shaklee, are available to answer any questions.

Gilbert – There are some final steps in order to remove properties from the Urban Growth Boundary/city limits. Resolutions 2018.18 and 2018.19 will remove approximately 200 acres from Ford’s Pond and about 100 acres from Mountain View Estates property. A Public Hearing will take place, as well as, ordinances for Council to consider in October.

- **Resolution 2018.19 – Withdrawal of Land – Mountain View Estates**

MOTION made by Councilor Stone to approve Resolution 2018.18 Withdrawal of Land – Ford’s Pond and 2018.19 – Withdrawal of Land – Mountain View Estates as presented; second by Councilor Sumner.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Fire Department Paving Approval**

Staff Report – Swan – Paving project for the Fire Station’s back lot was budgeted for \$40,000. Staff’s recommendation is to award the project to Umpqua Aggregate Resources for \$54,750.

MOTION made by Councilor Sumner to award Fire Stations Paving Project to Umpqua Aggregate Resources in the amount of \$54,750; second by Councilor Tomlinson.

Discussion: Gillham – We believed we could do the back lot paving for \$40,000, the cost is higher than anticipated and is likely to increase next year, but funds are available. It is in Staff’s best interest to bring this information to Council for consideration.

Councilor Stone – Drainage is mentioned in the bid, are they adding a storm drain? *Swan – Storm drain already exists; will be grading to improve the drainage.* Where is the money coming from? *The additional \$14,750 will be taken out of Parks and Facilities Maintenance Reserve.*

Councilor Boggs – Does that affect any other project if that money is used? *No, Finance Director, Dan Wilson has assured me the money is available and will not affect any other maintenance project.*

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

Opposed: None

Motion carried unanimously.

WORKSHOP

- None Scheduled.

REPORTS

Gillham ask for a confirmation regarding Chamber’s upcoming Downtown event.

Trowbridge – “Discover Downtown” event will be held October 4th from 5:30-7:00pm. Participants can enjoy the downtown’s new beautification, visit businesses, and have a chance to enter in prize drawings.

ADJOURNMENT –

With no further business meeting adjourned at 7:36pm.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris, CMC, City Recorder

Todd McKnight, Mayor



PUBLIC HEARING





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

City of Sutherlin

STAFF REPORT					
Re: Public Hearing - Withdrawal of Lands from City of Sutherlin Boundary, Planning File 18-S018 & 18-S019				Meeting Date:	10/08/2018
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Joshua Shaklee, Deputy Directory, D.C. Planning, Brian Elliott, Community Development Director, Kristi Gilbert, Community Development Specialist				City Manager Review <input checked="" type="checkbox"/>	
Attachments: Public Hearing Notice and Legal Notice					

WHAT IS BEING ASKED OF COUNCIL?

The Council will conduct a public hearing and receive written and oral testimony from the public and affected agencies in favor and/or opposition, as well as neutral comments for the withdrawal of 202 +/- acre parcel of land and 100 +/- acre parcel of land from the City of Sutherlin Boundaries as part of the UGB Exchange enacted by Ordinance 2018-0216.

EXPLANATION

Ordinance 1060, Douglas County Ordinance 2018-0216 declared the amendment to the City's Urban Growth Boundary and Comprehensive Plan Map and was approved under Department of Land Conservation and Development Order 001896.

To complete ORS 222.460 procedures for withdrawing territory, the City now needs to conduct a public hearing for the withdrawal of territory for two subject properties known as Ford's Pond (consisting of approximately 202 +/- acres) and Mountain View Estates (consisting of approximately 100 +/- acres) from the City Limits to match the Urban Growth Boundary.

Upon conclusion of the public hearing, the City Council shall then close the public hearing and deliberate to a decision. Council will then have the first reading of the ordinance for each property to the withdrawal of territories meeting the statutory requirements and the requirements of the Sutherlin Development Code.

OPTIONS

1. Close the public hearing, approve the withdrawal of lands from the Sutherlin Boundary.
2. Close the public hearing, not approve the withdrawal of lands from the Sutherlin Boundary.
- 3.

SUGGESTED MOTION(S)

Close the public hearing, approve the withdrawal of lands from the Sutherlin Boundary.



Community Development
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856
Fax (541) 459-9363
www.ci.sutherlin.or.us

City of Sutherlin

NOTICE OF PUBLIC HEARING

WITHDRAWAL OF 202± ACRE PARCEL OF LAND FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS

Date of Notice: September 21, 2018

NOTICE IS HEREBY GIVEN that the Sutherlin City Council will conduct a public hearing on **Monday, October 8, 2018 at 7:00 p.m.** in the Sutherlin Civic Auditorium, 175 E. Everett Avenue. The purpose of the public hearing is to provide residents of the city an opportunity to appear and be heard on the following question:

CITY OF SUTHERLIN; Withdrawal of a 202± acre property from City of Sutherlin City Limits. The property to be removed is identified as Tax Lot 900 in Section 14, T25, R5W, W.M, and a portion of 800 in Section 13, T25, R5W, W.M; Property I.D. Nos. R26304, R26296;and R26352. The Withdrawal of Territory is initiated by Sutherlin City Council under City of Sutherlin Resolution No. 2018.18. **PLANNING DEPARTMENT FILE NO. 18-S018.**

The City is proposing a withdrawal of a 202± acre property, described above, from City of Sutherlin City Limits, in accordance with Oregon Revised Statute (ORS) 222.460. The territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1061 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896.

A complete copy of the proposal and supporting documents and materials are on file with the Community Development Department (126 E. Central Avenue, Sutherlin, OR 97479), and may be examined during regular business hours any time prior to the public hearing at no cost and copies will be provided at reasonable cost. The City Council staff report will be available for inspection at no cost at least seven days prior to the hearing and copies can be provided at reasonable cost.

For more information on this application, please contact the Community Development Department at (541) 459-2856 during normal business hours.

September 21, 2018

To: The News Review

Bill To: City of Sutherlin
126 E. Central Ave.
Sutherlin, OR 97479

For: Legal Notice (1 and 2 week notice)

Publication Date: **Tuesday, September 25, 2018 & Sunday, September 30, 2018**

NOTICE IS HEREBY GIVEN that the Sutherlin City Council will conduct a public hearing on **Monday, October 8, 2018 at 7:00 p.m.** in the Sutherlin Civic Auditorium, 175 E. Everett Avenue. The purpose of the public hearing is to provide residents of the city an opportunity to appear and be heard on the following question:

CITY OF SUTHERLIN; Withdrawal of a 202± acre property from City of Sutherlin City Limits. The property to be removed is identified as Tax Lot 900 in Section 14, T25, R5W, W.M, and a portion of 800 in Section 13, T25, R5W, W.M; Property I.D. Nos. R26304, R26296;and R26352. The Withdrawal of Territory is initiated by Sutherlin City Council under City of Sutherlin Resolution No. 2018.18.
PLANNING DEPARTMENT FILE NO. 18-S018.

The City is proposing a withdrawal of a 202± acre property, described above, from City of Sutherlin City Limits, in accordance with Oregon Revised Statute (ORS) 222.460. The territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1061 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896.

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For more information on this application, please contact the Community Development Department at (541) 459-2856 during normal business hours.



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City of Sutherlin

NOTICE OF PUBLIC HEARING

WITHDRAWAL OF 119± ACRE PARCEL OF LAND FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS

Date of Notice: September 21, 2018

NOTICE IS HEREBY GIVEN that the Sutherlin City Council will conduct a public hearing on **Monday, October 8, 2018 at 7:00 p.m.** in the Sutherlin Civic Auditorium, 175 E. Everett Avenue. The purpose of the public hearing is to provide residents of the city an opportunity to appear and be heard on the following question:

CITY OF SUTHERLIN; Withdrawal of 119± acre property from City of Sutherlin City Limits. The property to be removed is identified as Tax Lot 600 in Section 20, T25, R5W, W.M; Tax Lot 1300 in Section 29, T25, R5W, W.M; and Tax Lot 2601 in Section 20DA, T25, R5W, W.M; Property I.D. Nos. R135715, R135716, and R141397. The Withdrawal of Territory is initiated by Sutherlin City Council under City of Sutherlin Resolution No. 2018.19. **PLANNING DEPARTMENT FILE NO. 18-S019.**

The City is proposing a withdrawal of a 119± acre property, described above, from City of Sutherlin City Limits, in accordance with Oregon Revised Statute (ORS) 222.460. The territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1061 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896.

A complete copy of the proposal and supporting documents and materials are on file with the Community Development Department (126 E. Central Avenue, Sutherlin, OR 97479), and may be examined during regular business hours any time prior to the public hearing at no cost and copies will be provided at reasonable cost. The City Council staff report will be available for inspection at no cost at least seven days prior to the hearing and copies can be provided at reasonable cost.

For more information on this application, please contact the Community Development Department at (541) 459-2856 during normal business hours.

September 21, 2018

To: The News Review

Bill To: City of Sutherlin
126 E. Central Ave.
Sutherlin, OR 97479

For: Legal Notice (1 and 2 week notice)

Publication Date: **Tuesday, September 25, 2018 & Sunday, September 30, 2018**

NOTICE IS HEREBY GIVEN that the Sutherlin City Council will conduct a public hearing on **Monday, October 8, 2018 at 7:00 p.m.** in the Sutherlin Civic Auditorium, 175 E. Everett Avenue. The purpose of the public hearing is to provide residents of the city an opportunity to appear and be heard on the following question:

CITY OF SUTHERLIN; Withdrawal of 100± acre property from City of Sutherlin City Limits. The property to be removed is identified as Tax Lot 600 in Section 20, T25, R5W, W.M; Tax Lot 1300 in Section 29, T25, R5W, W.M; and a portion of Tax Lot 2601 in Section 20DA, T25, R5W, W.M; Property I.D. Nos. R135715, R135716, and R141397. The Withdrawal of Territory is initiated by Sutherlin City Council under City of Sutherlin Resolution No. 2018.19. **PLANNING DEPARTMENT FILE NO. 18-S019.**

The City is proposing a withdrawal of a 100± acre property, described above, from City of Sutherlin City Limits, in accordance with Oregon Revised Statute (ORS) 222.460. The territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1061 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896.

A complete copy of the proposal and supporting documents and materials are on file with the Community Development Department (126 E. Central Avenue, Sutherlin, OR 97479), and may be examined during regular business hours any time prior to the public hearing at no cost and copies will be provided at reasonable cost. The City Council staff report will be available for inspection at no cost at least seven days prior to the hearing and copies can be provided at reasonable cost.

For more information on this application, please contact the Community Development Department at (541) 459-2856 during normal business hours.



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: Ordinance Nos. – Withdrawal of Lands from City of Sutherlin Boundaries, Planning Files 18-S018 and 18-S019				Meeting Date:	10-08-2018
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Brian Elliott, Community Development Director, Kristi Gilbert, Community Development Specialist, Jamie Chartier, City Planner Joshua Shaklee, Community Services Planner				City Manager Review <input checked="" type="checkbox"/>	
Attachments: Notice of Enactment, Ordinances & Exhibits					

WHAT IS BEING ASKED OF COUNCIL?

The Council to approve the first reading of Ordinances adopting withdrawal of 202 +/- acre parcel of land and 100 +/- acre parcel of land from the City of Sutherlin Boundaries.

EXPLANATION

Council closed the public hearing, deliberated to a decision. The Council shall consider the first reading of the ordinance adopting the withdrawal of 202 +/- acre parcel of land and 100 +/- acre parcel of land from the City of Sutherlin Boundaries.

OPTIONS

1. Approve the first reading of Ordinances adopting the withdrawal of 202 +/- acre parcel of land and 100 +/- acre parcel of land from the City of Sutherlin Boundaries.
2. Not approve the first reading of Ordinances adopting the withdrawal of 202 +/- acre parcel of land and 100 +/- acre parcel of land from the City of Sutherlin Boundaries.

SUGGESTED MOTION(S)

To approve the first reading of Ordinances adopting the withdrawal of 202 +/- acre parcel of land and 100 +/- acre parcel of land from the City of Sutherlin Boundaries.



City Recorder/HR Manager
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856 x 207
www.cityofsutherlin.com

City of Sutherlin

NOTICE OF ORDINANCE ENACTMENT

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE WITHDRAWAL OF A 202+ ACRE PARCEL OF LAND KNOWN AS THE FORDS POND PROPERTY FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS, AND DIRECTING THE FILING OF INSTRUMENTS OF RECORD WITH THE SECRETARY OF STATE, THE DEPARTMENT OF REVENUE AND THE DOUGLAS COUNTY ASSESSOR.

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

**FIRST READING: MONDAY, OCTOBER 8, 2018 @ 7PM
SECOND READING (if first reading approved): TUESDAY,
NOVEMBER 13, 2018 @ 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, October 1, 2018
By Diane Harris
City Recorder

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE WITHDRAWAL OF A 202± ACRE PARCEL OF LAND KNOWN AS THE FORDS POND PROPERTY FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS, AND DIRECTING THE FILING OF INSTRUMENTS OF RECORD WITH THE SECRETARY OF STATE, THE DEPARTMENT OF REVENUE AND THE DOUGLAS COUNTY ASSESSOR.

WHEREAS, except as expressly prohibited by city charter, ORS 222.460 provides that the legislative body of a city may order the withdrawal of territory from the city limits when it determines that it is in the public interest to take such action; and

WHEREAS, the City Charter of the City of Sutherlin allows for the modification of City boundaries pursuant to law; and

WHEREAS, ORS 222.460 further sets out procedures for withdrawing territory, including information that must be contained in city resolutions, requirements for public hearings, thresholds for when elections are required, and disposition of taxes and assessments; and

WHEREAS, Sutherlin Development Code 4.2.150(D)(1) (Type IV Procedure) requires that the City Council hold a public hearing prior to taking such action; but beyond this procedural requirement, the Sutherlin Development Code sets no substantive criteria for the withdrawal of territory from the City; and

WHEREAS, the territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1060 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896; and

WHEREAS, it is deemed to the best interest of the City and the public that the property described herein be withdrawn from the City of Sutherlin; and

WHEREAS, the City of Sutherlin City Council adopted Resolution 2018.18 on September 24, 2018, which initiated the withdrawal of territory from Sutherlin City Limits and set a public hearing at 7:00 pm, on October 8, 2018, at which time City residents may appear and be heard on the question of the withdrawal of this territory; and

WHEREAS, on October 8, 2018, City residents were given opportunity to appear and be heard on the question of the withdrawal of this territory. After taking testimony, the City Council set November 12, 2018 at 7:00 pm as the date and time for a final hearing.

WHEREAS, ORS 222.460 provides a period of time between the two required hearings for electors within the affected area to request, in writing, that the withdrawal proposal be put to an election. No written requests of this nature were submitted to the City.

WHEREAS, a final hearing was held on the question of the withdrawal of this territory on November 12, 2018, at which the City Council adopted Order No. 1067 setting out that the City still favors the withdrawal of territory, as originally presented.

WHEREAS, Information in the record demonstrate that appropriate public notification was provided for both City Council hearings as required by ORS 222.120.

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

SECTION 1. The subject property described in Exhibit A, attached hereto and by express reference made a part of this ordinance, is hereby withdrawn from City of Sutherlin corporate boundaries. The affected territory is further depicted on Douglas County Assessor's Cadastral Maps attached as Exhibits B1 and B2.

SECTION 2. This Withdrawal of Territory has been processed pursuant to the Sutherlin Development Code Chapter 4.11.

SECTION 4. The City Council held a public hearing at 7:00 pm on October 8, 2018 in the City of Sutherlin Civic Auditorium (175 E. Everett Street, Sutherlin, OR 97479), which was noticed pursuant to ORS 222.120, at which time City residents were provided opportunity to appear and be heard on the question of the withdrawal of this territory. A final public hearing was held before City Council at 7:00 pm on November 12, 2018 in the City of Sutherlin Civic Auditorium (175 E. Everett Street, Sutherlin, OR 97479) and noticed pursuant to ORS 222.120.

SECTION 6. The Recorder shall make and submit to the Oregon Secretary of State for filing copies of all ordinances, maps and all other instruments required to be filed with the Secretary of State so as to evidence the annexation; the effective date thereof shall be the date upon which said papers are filed with the Secretary of State.

SECTION 7. The Recorder shall make and submit to the Douglas County Clerk and the Oregon Department of Revenue for filing copies of all ordinances, maps and all other instruments required to be filed with the Secretary of State so as to evidence the annexation as required by ORS 308.225.

PASSED BY THE COUNCIL ON THIS ____ DAY OF _____, 2018.

APPROVED BY THE MAYOR ON THIS ____ DAY OF _____, 2018.

ATTEST:

Todd McKnight, Mayor

Diane Harris, CMC, City Recorder

Exhibit A

WITHDRAWAL OF TERRITORY FROM CITY OF SUTHERLIN BOUNDARIES

Ford's Pond Area

City of Sutherlin, Douglas County, Oregon

Beginning at a point on the Southerly Right of Way of Oregon State Highway #138 from which the Northwest corner of Donation Land Claim No. 58, Township 25 South, Range 6 West of the Willamette Meridian bears North 2°35'37" East 722.65 feet; Thence along the Westerly Right of Way of Church Road, County Road No. 10, South 00°03'51" West 1149.99 feet more or less to a point, said point being the Northeast corner of a portion of that land described in Instrument #2014-10715 Douglas County, Oregon Deeds and Records being retained within the City Limits of the City of Sutherlin, Douglas County, Oregon; Thence leaving said Westerly Right of Way line of county Road No. 10 and along the Northerly line of said portion, West 172.57 feet more or less to a point; Thence continuing along said boundary of that portion to be retained, South 52°33'41" West 260.49 feet more or less to a point; Thence, South 496.63 feet to a point said point being in the Southerly line of Inst. #2014-10715, the Southeast corner of said Inst. #2014-010715 and that portion being retained in the City Limits bears south 89°50'49" East 378.67 feet more or less from said point; Thence along the Southerly line of Inst. #2014-10715, North 89°50'49" West 1190.66 feet more or less to a point; Thence, North 00°13'31" West 446.72 feet more or less to a point; Thence, North 88°52'05" West 15.27 feet more or less to a point; Thence continuing along said Southerly line, North 88°52'05" West 1 feet to a point in an existing fence line Thence along the Southerly line of Inst. #2014-10715 being a line Southerly of the existing fence line, North 88°49'41" West 344.34 feet more or less to a point in said existing fence; Thence along said existing fence line and the Southerly line of Inst. #2014-10715, North 88°52'05" West 926.78 feet more or less to a fence corner post; Thence, North 00°30'17" West 1684.88 feet more or less to a point; Thence, South 87°43'30" West 330.46 feet more or less to a point; Thence, North 58°08'31" West 11.90 feet more or less to a point; Thence, North 53°18'00" East 43.44 feet more or less to a point; Thence, North 44°30'00" East 80.52 feet more or less to a point; Thence, North 31°30'00" East 108.24 feet more or less to a point; Thence, North 20°00'00" East 73.92 feet more or less to a point; Thence, North 3°30'00" East 105.60 feet more or less to a point; Thence, South 89°57'47" East 3194.31 feet more or less to a point on the Southerly Right of Way of Oregon State Highway #138; Thence, along said Right of Way, South 57°08'40" East 1330.77 feet more or less to the point of beginning

THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY.

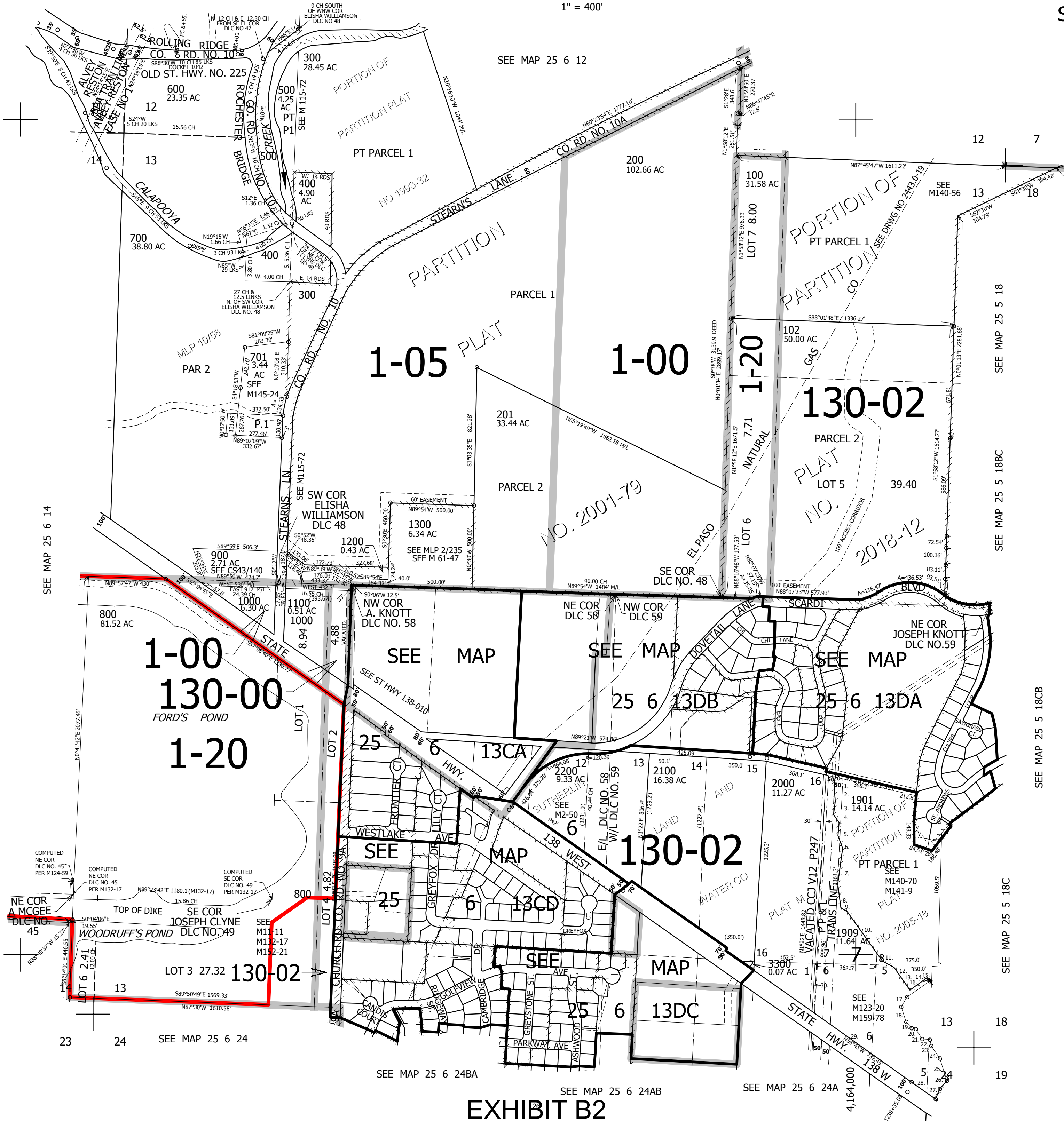
EXHIBIT B2

SEC.13 T.25S. R.6W. W.M. DOUGLAS COUNTY

1" = 400'

REVISED ON
4-30-18

25 6 13
& INDEX
SUTHERLIN



CANCELLED NOS
1501 1701 301
1601 401 1500
1600 1602 1603
1700 1800 1900
1902 1903 2600
1904 1907 1908
2700 2701 2702
2800 2900 3000
3100 3202 3203
1400 2300 2400
2500 3200 100M1
1910 1911 1905
1906 702 703
3201 101 1912
1913

PARCEL 1909
0. S81°21'57"E 60.21'
1. S6°25'03"W 97.25'
2. S7°00'39"E 97.50'
3. S5°40'18"W 80.43'
4. S36°30'07"E 99.01'
5. S2°59'41"W 77.63'
6. S22°34'18"E 80.90'
7. S5°22'59"W 215.33'
8. S9°22'53"E 143.48'
9. S59°04'50"E 45.78'
10. S37°43'33"E 364.09'
11. S64°17'35"E 77.87'
12. S37°12'19"E 165.95'
13. N51°56'42"E 117.19'
14. S62°42'18"E 19.45'
15. S41°07'17"E 10'
16. S55°13'03"W 163.46'
17. S30°49'44"W 69.51'
18. S18°26'44"E 94.77'
19. S41°10'14"E 48.77'
20. S77°03'40"E 26.06'
21. S32°20'55"E 70.61'
22. S85°32'35"E 46.87'
23. S11°37'57"E 39.23'
24. S34°57'45"E 90.03'
25. S17°34'15"E 139.55'
26. S41°04'39"W 64.98'
27. S22°10'07"W 66.4'
28. LC-N56°52'03"W 173.96'
29. N56°49'08"W 731.9'
30. N1°12'19"E 1466.86'

641,000

25 6 13
& INDEX
SUTHERLIN

EXHIBIT B2

RESOLUTION NO. 2018.18**A RESOLUTION INITIATING WITHDRAWAL OF 202± ACRE PARCEL OF LAND KNOWN AS THE FORDS POND PROPERTY FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS**

WHEREAS, except as expressly prohibited by city charter, ORS 222.460 provides that the legislative body of a city may order the withdrawal of territory from the city limits when it determines that it is in the public interest to take such action; and

WHEREAS, the Charter of the City of Sutherlin allows for the modification of City boundaries pursuant to law; and

WHEREAS, ORS 222.460 further sets out procedures for withdrawing territory, including information that must be contained in city resolutions, requirements for public hearings, thresholds for when elections are required, and disposition of taxes and assessments; and

WHEREAS, Sutherlin Development Code 4.2.150(D)(1) (Type IV Procedure) requires that the City Council hold a public hearing prior to taking such action; but beyond this procedural requirement, the Sutherlin Development Code sets no substantive criteria for the withdrawal of territory from the City; and

WHEREAS, the territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1061 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896.

NOW THEREFORE, BE IT RESOLVED:

Section 1. The City Council of the City of Sutherlin, Oregon, hereby declares its intent to change the boundary of the City by means of a withdrawal of territory known as the Ford's Pond property;

Section 2. The territory to be withdrawn from the City of Sutherlin is real property in the County of Douglas, State of Oregon, described in Exhibit A. The affected territory is further depicted on Douglas County Assessor's Cadastral Maps attached as Exhibit B1 and B2.

Section 3. The City Council shall hold a public hearing at 7:00 pm on October 8, 2018 in the Sutherlin Civic Auditorium, located at 175 E Everett Ave, to be noticed per ORS 222.120, at which time City residents may appear and be heard on the question of the withdrawal of this territory.

PASSED BY THE COUNCIL ON THIS 24TH DAY OF SEPTEMBER, 2018.

APPROVED BY THE MAYOR ON THIS 24TH DAY OF SEPTEMBER, 2018.


Todd McKnight, Mayor

ATTEST:


Diane Harris, City Recorder, CMC



City Recorder/HR Manager
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856 x 207
www.cityofsutherlin.com

City of Sutherlin

NOTICE OF ORDINANCE ENACTMENT

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE WITHDRAWAL OF A 100+ ACRE PARCEL OF LAND FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS, AND DIRECTING THE FILING OF INSTRUMENTS OF RECORD WITH THE SECRETARY OF STATE, THE DEPARTMENT OF REVENUE AND THE DOUGLAS COUNTY ASSESSOR.

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

**FIRST READING: MONDAY, OCTOBER 8, 2018 @ 7PM
SECOND READING (if first reading approved): TUESDAY,
NOVEMBER 13, 2018 @ 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, October 1, 2018
By Diane Harris
City Recorder

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE WITHDRAWAL OF A 100± ACRE PARCEL OF LAND FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS, AND DIRECTING THE FILING OF INSTRUMENTS OF RECORD WITH THE SECRETARY OF STATE, THE DEPARTMENT OF REVENUE AND THE DOUGLAS COUNTY ASSESSOR.

WHEREAS, except as expressly prohibited by city charter, ORS 222.460 provides that the legislative body of a city may order the withdrawal of territory from the city limits when it determines that it is in the public interest to take such action; and

WHEREAS, the City Charter of the City of Sutherlin allows for the modification of City boundaries pursuant to law; and

WHEREAS, ORS 222.460 further sets out procedures for withdrawing territory, including information that must be contained in city resolutions, requirements for public hearings, thresholds for when elections are required, and disposition of taxes and assessments; and

WHEREAS, Sutherlin Development Code 4.2.150(D)(1) (Type IV Procedure) requires that the City Council hold a public hearing prior to taking such action; but beyond this procedural requirement, the Sutherlin Development Code sets no substantive criteria for the withdrawal of territory from the City; and

WHEREAS, the territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1060 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896; and

WHEREAS, it is deemed to the best interest of the City and the public that the property described herein be withdrawn from the City of Sutherlin; and

WHEREAS, the City of Sutherlin City Council adopted Resolution 2018.19 on September 24, 2018, which initiated the withdrawal of territory from Sutherlin City Limits and set a public hearing at 7:00 pm, on October 8, 2018, at which time City residents may appear and be heard on the question of the withdrawal of this territory; and

WHEREAS, on October 8, 2018, City residents were given opportunity to appear and be heard on the question of the withdrawal of this territory. After taking testimony, the City Council set November 12, 2018 at 7:00 pm as the date and time for a final hearing.

WHEREAS, ORS 222.460 provides a period of time between the two required hearings for electors within the affected area to request, in writing, that the withdrawal proposal be put to an election. No written requests of this nature were submitted to the City.

WHEREAS, a final hearing was held on the question of the withdrawal of this territory on November 12, 2018, at which the City Council adopted Order No. 1068 setting out that the City still favors the withdrawal of territory, as originally presented.

WHEREAS, Information in the record demonstrate that appropriate public notification was provided for both City Council hearings as required by ORS 222.120.

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

SECTION 1. The subject property described in Exhibit A, attached hereto and by express reference made a part of this ordinance, is hereby withdrawn from City of Sutherlin corporate boundaries. The affected territory is further depicted on Douglas County Assessor's Cadastral Maps attached as Exhibits B1, B2, and B3.

SECTION 2. This Withdrawal of Territory has been processed pursuant to the Sutherlin Development Code Chapter 4.11.

SECTION 4. The City Council held a public hearing at 7:00 pm on October 8, 2018 in the City of Sutherlin Civic Auditorium (175 E. Everett Street, Sutherlin, OR 97479), which was noticed pursuant to ORS 222.120, at which time City residents were provided opportunity to appear and be heard on the question of the withdrawal of this territory. A final public hearing was held before City Council at 7:00 pm on November 12, 2018 in the City of Sutherlin Civic Auditorium (175 E. Everett Street, Sutherlin, OR 97479) and noticed pursuant to ORS 222.120.

SECTION 6. The Recorder shall make and submit to the Oregon Secretary of State for filing copies of all ordinances, maps and all other instruments required to be filed with the Secretary of State so as to evidence the annexation; the effective date thereof shall be the date upon which said papers are filed with the Secretary of State.

SECTION 7. The Recorder shall make and submit to the Douglas County Clerk and the Oregon Department of Revenue for filing copies of all ordinances, maps and all other instruments required to be filed with the Secretary of State so as to evidence the annexation as required by ORS 308.225.

PASSED BY THE COUNCIL ON THIS ____ DAY OF _____, 2018.

APPROVED BY THE MAYOR ON THIS ____ DAY OF _____, 2018.

ATTEST:

Todd McKnight, Mayor

Diane Harris, CMC, City Recorder

Exhibit A

WITHDRAWAL OF TERRITORY FROM CITY OF SUTHERLIN BOUNDARIES

Mountain View Area

City of Sutherlin, Douglas County, Oregon

Beginning at a point being the Southeast corner of Block 2, Plat "C", Sutherlin Land and Water Company Subdivision, Volume 7, Page 23, Douglas County, Oregon Subdivision Plat Records said point being also the Southeast corner of Parcel 1, Partition Plat #2013-0001 A & B, Douglas County, Oregon Partition Plat Records; Thence along the Southerly line of Parcel 1, South 87°56'39" East 1654.11 feet more or less to a point in the Easterly line of the Northeast One Quarter of Section 29, Township 25 South, Range 5 West of the Willamette Meridian said point being the Southeasterly corner of Parcel 1; Thence along the Easterly line of the Northeast One Quarter of Section 29 and Easterly line of Parcel 1, North 01°45'12" East 1333.57 feet more or less to the Northeast corner of Section 29; Thence along the North line of the Northeast One Quarter of Section 29, North 88°11'33" West 80.60 feet more or less to a point being the point of intersection of the Easterly line of Parcel 1, Partition Plat #2013-0001 A & B with the Northerly line of the Northeast One Quarter of Section 29; Thence leaving the Northerly line of Section 29 and along the Easterly boundary of Parcel 1, North 01°58'50" East 2266.38 feet more or less to a point; Thence, North 02°26'04" East 317.07 feet more or less to a point being the Easterly Northeast corner of Parcel 1 and Southeast corner of Instrument #2005-1512 said County Deeds and Records; Thence along the Northerly line of Parcel 1 and Southerly line of Inst. #2005-1512, North 89°59'52" West 24.44 feet more or less to a point; Thence leaving said Northerly line of Parcel 1, Partition Plat #2013-0001 A & B and along the Northerly line of a 25.0 foot wide Road Easement described in Book 1466, Page 184, Douglas County, Oregon Deeds and Records said line being 12.5 feet distant from the Centerline of the Road Easement as described, South 05°41'18" West 147.25 feet more or less to a point; Thence, South 21°47'37" West 237.64 feet more or less to a point; Thence, South 31°37'58" West 101.07 feet more or less to a point; Thence, South 22°49'56" West 74.37 feet more or less to a point; Thence, South 43°49'17" West 121.51 feet more or less to a point; Thence, South 50°55'01" West 249.36 feet more or less to a point; Thence, South 75°57'09" West 114.72 feet more or less to a point; Thence, South 81°01'58" West 161.13 feet more or less to a point; Thence, South 72°06'09" West 130.11 feet more or less to a point; Thence, South 48°38'15" West 117.70 feet more or less to a point; Thence, North 87°24'14" West 63.28 feet more or less to a point being the point of beginning of a curve to the right; Thence, 75.02 feet along the Arc of said curve having a Radius of 52.50 feet, a Central Angle of 81°52'29" and a Long Chord which bears North 46°28'06" West 68.80 feet; Thence, North 05°31'56" West 121.41 feet more or less to a point; Thence, North 19°59'54" West 110.51 feet more or less to a point; Thence, North 36°38'42" West 132.09 feet more or less to a point on the Southeasterly line of Parcel 1, Partition Plat #93-85; Thence leaving the Northerly line of said Road Easement and along the Southeasterly line of Parcel 1, Partition Plat #93-85, South 68°28'49" West 47.86 feet more or less to the Southwesterly corner thereof; Thence leaving the boundary of Parcel 1, Partition Plat #93-85, South 87°51'00" West 372.27 feet more or less to a point being the Northeasterly corner of Lot 13, Block 2, Plat "C", Sutherlin Land and Water Company Subdivision and being on the Westerly line of Parcel 1, Partition Plat #2013-0001 A & B; Thence along said Easterly line of Block 2, Plat "C" and the Westerly line of Parcel 1, South 01°15'22" West 2953.9 feet more or less to the Point of Beginning.

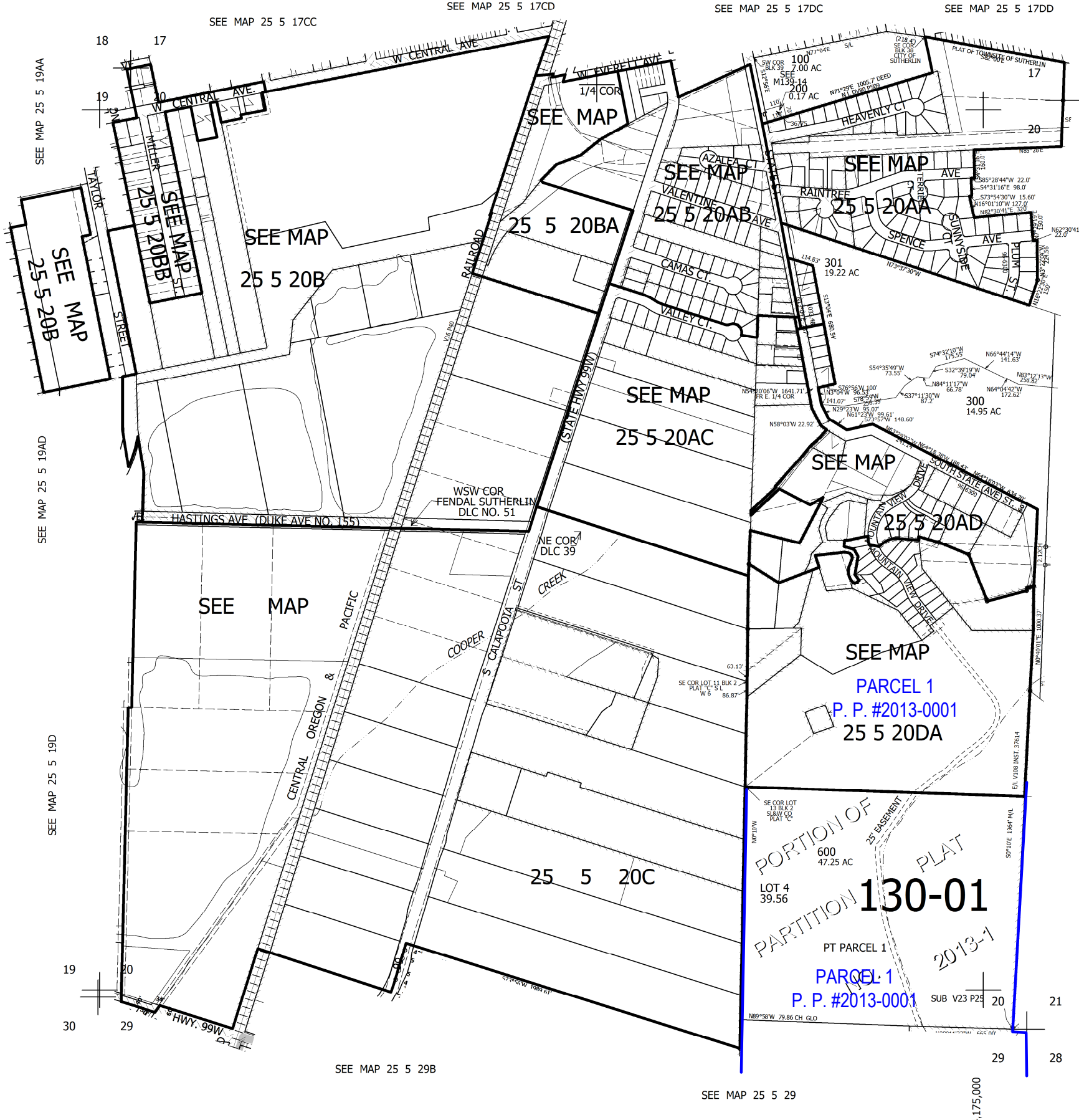
THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY.

EXHIBIT B1

SEC.20 T.25S. R.5W. W.M.
DOUGLAS COUNTY
1" = 400'

REVISED ON
1-10-13

25 5 20
& INDEX
SUTHERLIN



CANCELLED NOS
400 401M1 502
503 506 507
300M1 301M1 510
511 500 501
504 505 508
509 512

25 5 20
& INDEX
SUTHERLIN

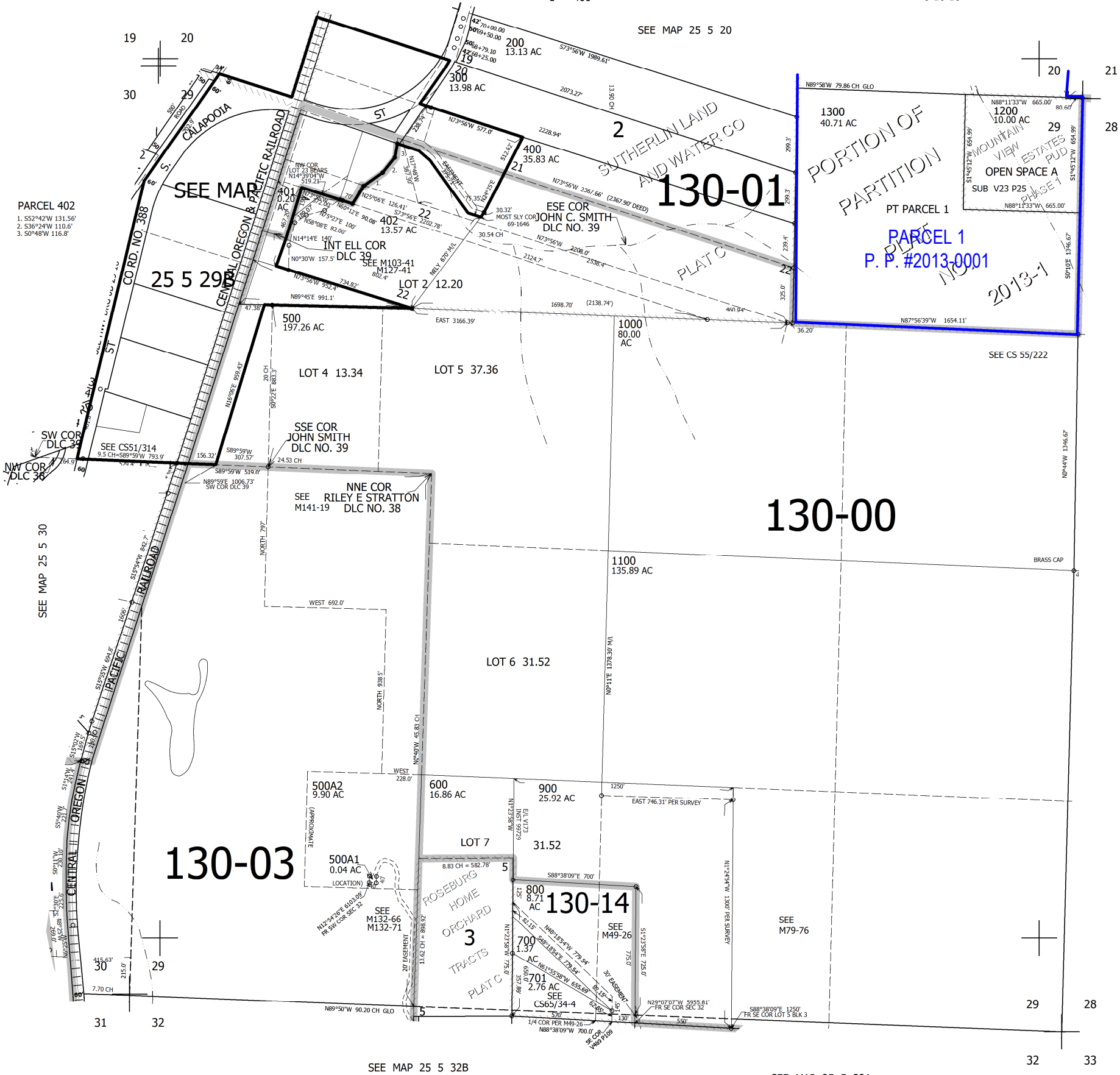
THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY.

EXHIBIT B2

SEC.29 T.25S. R.5W. W.M.
DOUGLAS COUNTY
1" = 400'

REVISED ON
8-16-18

25 5 29
& INDEX
SUTHERLIN



THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY.

NE1/4 SE1/4 SEC.20 T.25S. R.5W. W.M.
DOUGLAS COUNTY

REVISED ON
1-9-13

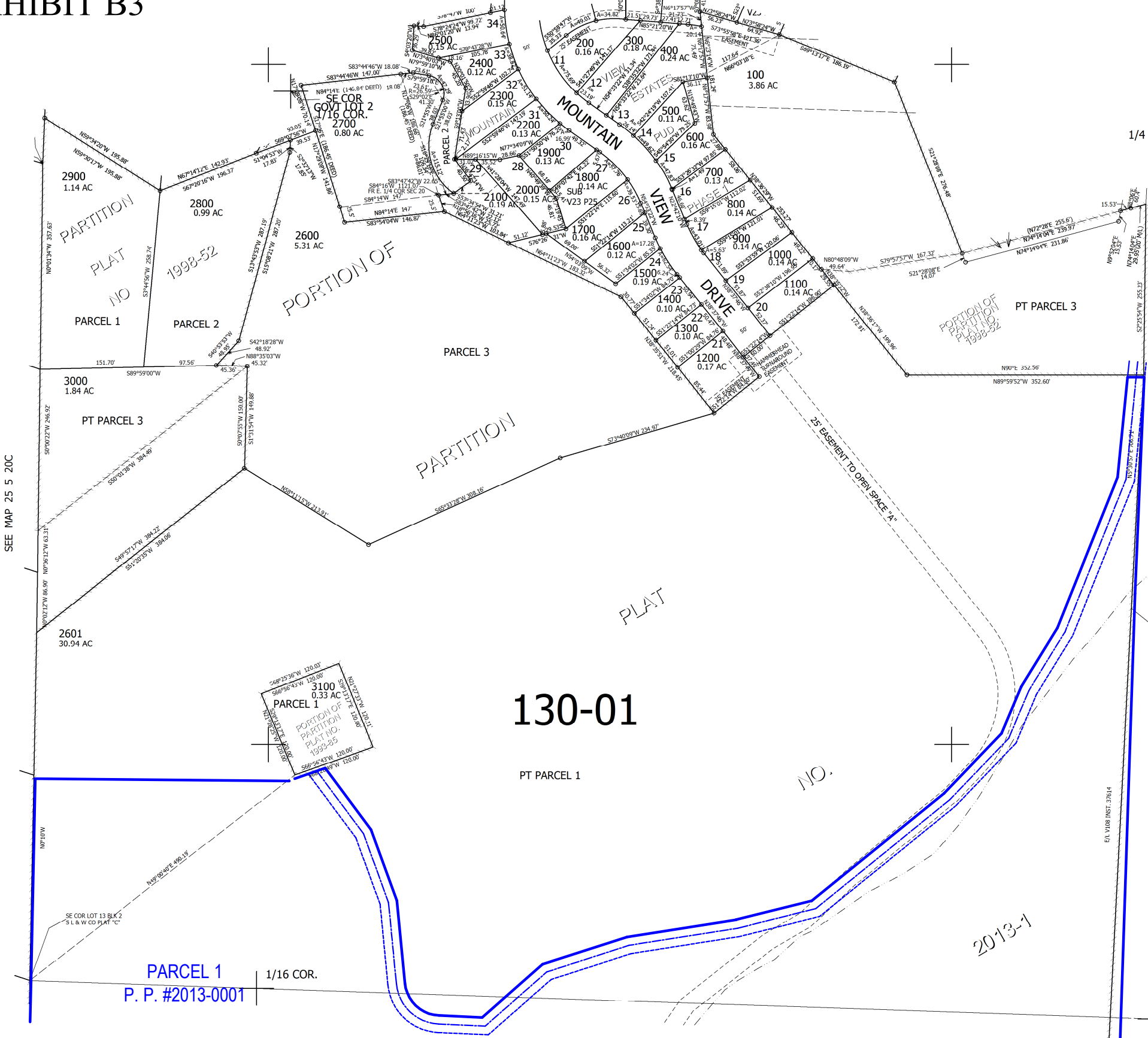
25 5 20DA
SUTHERLIN

EXHIBIT B3

1" = 100'
SEE MAP 25 5 20AD

CANCELLED NOS
2602

1/4 COR.



SEE MAP 25 5 21

637,500

130-01

PT PARCEL 1

PARCEL 1
P. P. #2013-0001

1/16 COR.

1/16 COR.

SEE MAP 25 5 20

4,174,000

25 5 20DA
SUTHERLIN

A RESOLUTION INITIATING WITHDRAWAL OF 100± ACRE PARCEL OF LAND FROM THE CITY OF SUTHERLIN BOUNDARIES BY CONSENT OF THE REAL PROPERTY OWNERS

WHEREAS, except as expressly prohibited by city charter, ORS 222.460 provides that the legislative body of a city may order the withdrawal of territory from the city limits when it determines that it is in the public interest to take such action; and

WHEREAS, the Charter of the City of Sutherlin allows for the modification of City boundaries pursuant to law; and

WHEREAS, ORS 222.460 further sets out procedures for withdrawing territory, including information that must be contained in city resolutions, requirements for public hearings, thresholds for when elections are required, and disposition of taxes and assessments; and

WHEREAS, Sutherlin Development Code 4.2.150(D)(1) (Type IV Procedure) requires that the City Council hold a public hearing prior to taking such action; but beyond this procedural requirement, the Sutherlin Development Code sets no substantive criteria for the withdrawal of territory from the City; and

WHEREAS, the territory to be withdrawn was removed from the Sutherlin Urban Growth Boundary (UGB) and assigned Douglas County Zoning and Comprehensive Plan designations as part of a UGB Exchange processed as City of Sutherlin Planning Case File #17-S015, enacted by City of Sutherlin Ordinance #1061 and Douglas County Ordinance #2018-0216, and approved under Department of Land Conservation and Development Order 001896.

NOW THEREFORE, BE IT RESOLVED:

Section 1. The City Council of the City of Sutherlin, Oregon, hereby declares its intent to change the boundary of the City by means of a withdrawal of territory known as the Mountain View property;

Section 2. The territory to be withdrawn from the City of Sutherlin is real property in the County of Douglas, State of Oregon, described in Exhibit A. The affected territory is further depicted on Douglas County Assessor's Cadastral Maps attached as Exhibit B1 and B2.

Section 3. The City Council shall hold a public hearing at 7:00 pm on October 8, 2018 in the Sutherlin Civic Auditorium, located at 175 E Everett Ave, to be noticed per ORS 222.120, at which time City residents may appear and be heard on the question of the withdrawal of this territory.

PASSED BY THE COUNCIL ON THIS 24TH DAY OF SEPTEMBER, 2018.

APPROVED BY THE MAYOR ON THIS 24TH DAY OF SEPTEMBER, 2018.


Todd McKnight, Mayor

ATTEST:


Diane Harris, City Recorder, CMC



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

City of Sutherlin

STAFF REPORT					
Re: Acceptance of Donated Parcel of Land to the City				Meeting Date:	10/8/2018
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: CM Jerry Gillham & City Attorney Chad Jacobs				City Manager Review <input checked="" type="checkbox"/>	
Attachments: 1) Resolution # 2018.20, 2) Letter of acceptance by City Manager & 3) Aerial View					

WHAT IS BEING ASKED OF COUNCIL?

Council is asked to approve the City's acceptance of donated land in downtown Sutherlin.

EXPLANATION

Mr. Lauren Young (Young's Management Company) has agreed to donate a parcel of land on the North side of Central Avenue as depicted in Attachment #3. The intended use of this lot is for providing pedestrian access from alley-way parking to Central Avenue businesses and to construct a small pocket-park for community usage and ongoing benefit. The final design and development plan will be presented to the City's Parks Advisory Committee for approval.

OPTIONS

To approve, amend or disapprove Resolution # 2018.20 as presented.

SUGGESTED MOTION(S)

To approve Resolution # 2018.21 – A resolution accepting the donation of land from Young's Management Company for purposes of improving the city of Sutherlin's downtown,

To amend Resolution #2018.20 and approve as amended, or

To not approve Resolution #2018.20.

RESOLUTION NO. 2018.20

**A RESOLUTION ACCEPTING THE DONATION OF LAND FROM YOUNG'S
MANAGEMENT COMPANY FOR PURPOSES OF IMPROVING THE CITY OF
SUTHERLIN'S DOWNTOWN**

WHEREAS, the City of Sutherlin ("City") is interested in obtaining a parcel of land in downtown Sutherlin located at 107 W Central Ave, Sutherlin, OR 97479, and described as Lot # R55960 25-05W-S17-TL7400; and

WHEREAS, Young's Management Company ("Owner") has offered to donate this parcel of land to the City under the stipulation that the lot remain in ownership of the City for the betterment of the downtown area; and

WHEREAS, the City has agreed to this donation stipulation; and

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Sutherlin, as follows:

- Section 1. The City Council hereby accepts the donation of land described above,
- Section 2. The City Manager is hereby authorized by Council to execute this land transfer to the City of Sutherlin with City Attorney advice, and
- Section 3. A space design concept will be presented to the City's Parks Advisory Committee for approval.

PASSED BY THE COUNCIL, ON THE 8TH DAY OF OCTOBER, 2018

APPROVED BY THE MAYOR, ON THIS 8TH DAY OF OCTOBER, 2018

Todd McKnight, Mayor

ATTEST:

Diane Harris, CMC, City Recorder



*From the Office of the City Manager
Jerry Gillham*

Administration
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856
Fax (541) 459-9363
www.ci.sutherlin.or.us

City of Sutherlin

September 12, 2018

Mr. Lauren Young
2470 NE Stephens
Roseburg, Or 97470

Re: Donation of Land, Conditions of Donation and Value

Dear Mr. Young,

First, thank you so much for your contribution of a parcel of land in our newly improved downtown. We will accept your gracious donation and will make this area a positive park-like open space along Central Avenue.

Second, you have indicated that this donation is contingent that the City of Sutherlin to keep this lot within its ownership and establish a small pocket-park or construct facilities of similar impact to our community. On behalf of the City of Sutherlin, we accept this condition.

Third, I want to formally recognize that this parcel of land has a value of \$20,000.

Finally, thank you again for your kind generosity.

Sincerely,


Jerry Gillham





City of Sutherlin

STAFF REPORT					
Re: Resolution to support a Safe Routes to School Grant Application				Meeting Date:	10/08/2018
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Brian Elliott, Community Development and Kristi Gilbert, Community Development Specialist				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Resolution 2018.21					

WHAT IS BEING ASKED OF COUNCIL?

Authorization for the City of Sutherlin to apply for a Safe Routes to School Grant.

EXPLANATION

Oregon Department of Transportation Safe Routes to School (SRTS) Program is accepting grant applications.

Working closely, with the Sutherlin School District, Waite Street has been identified as a safety hazard area for kids to walk and/or bike to school. The intent of this grant would be to provide a wider street, bike lanes, curbs, gutters, sidewalks, crosswalks and a flashing beacon within existing right of way to create a safe route to school for our children.

Waite Street improvements are identified within the City's Transportation System Plan and South Side Parkway Corridor Plan.

OPTIONS

Approve Resolution 2018.21 in support of Safe Routes to School Grant Application.

Not approve Resolution 2018.21 in support Safe Routes to School Grant Application.

SUGGESTED MOTION(S)

Motion to approve Resolution 2018.21 in support of Safe Routes to School Grant Application.

Motion to not approve Resolution 2018.21 in support of Safe Routes to School Grant Application.

RESOLUTION 2018.21

A RESOLUTION TO AUTHORIZE THE CITY OF SUTHERLIN TO APPLY FOR A SAFE ROUTES TO SCHOOL (SRTS) GRANT FROM THE OREGON DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE DEVELOPMENT OF A BICYCLE/PEDESTRIAN PATHWAY SYSTEM ON WAITE STREET TO AND FROM SUTHERLIN SCHOOLS AND DELEGATING AUTHORITY TO THE CITY MANAGER TO SIGN THE APPLICATION.

WHEREAS, ODOT is accepting applications for the SRTS Program; and

WHEREAS, the City of Sutherlin desires to participate in this grant program to the greatest extent possible as a means of providing bicycle/pedestrian connectivity, infrastructure improvements and enhancements to provide wider street, bike lanes, curbs, gutters and sidewalks within the existing right-of-way of Waite Street; and,

WHEREAS, the Sutherlin City Council has identified infrastructure improvements in the Transportation System Plan (TSP) and the South Side Corridor Master Plan.

IT IS HEREBY ORDERED that the City of Sutherlin be authorized to apply for a SRTS Program Grant from the Oregon Department of Transportation for the construction of sidewalks/pathways as specified above.

PASSED BY THE CITY COUNCIL, ON THIS 8TH DAY OF OCTOBER, 2018

APPROVED BY THE MAYOR, ON THIS 8TH DAY OF OCTOBER, 2018

Mayor, Todd McKnight

ATTEST:

Diane Harris, City Recorder, CMC



City of Sutherlin

STAFF REPORT					
Re: Ford's Pond Appraisal Funding				Meeting Date:	10-08-2018
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Brian Elliott, Community Development Director and Jim Houseman, President of Friends of Ford's Pond				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Letter from Friends of Ford's Pond					

WHAT IS BEING ASKED OF COUNCIL?

City Council is being asked to give staff direction on whether to use or not use Parks Construction Funds in the amount of \$6,500 for the Updated Appraisal for Ford's Pond.

EXPLANATION

In order for Friends of Ford's Pond and the City of Sutherlin to have matching funds for the Local Government Grant, the property appraisal for Ford's Pond will need to be updated. Appraisals are typically valid for six years. The last appraisal was completed in May 2012 and was valid until May 2018.

Staff reached out to three different agencies; Chad Gilbreth, NW Farm Services, Lonnie Ferber, Real Estate Appraisals and Duncan and Brown Real Estate Analysts. Duncan and Brown was the only firm that submitted a cost estimate for the Ford's Pond Appraisal. The cost of the new appraisal is \$8,500. Friends of Ford's Pond financial commitment is \$2,000 leaving a balance of \$6,500. Staff is seeking a direction from City Council whether to use Parks Construction Funds to finance the remaining balance of \$6,500.

With the required updated appraisal from Oregon Parks and Recreation Department, the City could be in a position to receive up to \$208,000 each year 2019 and 2020 in match grant dollars at a 40% match ratio.

OPTIONS

Approve city staff to use Park Construction Funds in the amount of \$6,500 to help finance the Updated Ford's Pond Appraisal.

Not approve city staff to use Park Construction Funds in the amount of \$6,500 to help finance the Updated Ford's Pond Appraisal.

SUGGESTED MOTION(S)

N/A



P.O. Box 99
Sutherlin, Oregon 97479

October 1, 2018

Mr. Brian Elliott, Community Development Director
City of Sutherlin
126 E. Central Ave.
Sutherlin, Oregon 97479

Re: Updated Appraisal for Ford's Pond Property

Dear Brian,

As you know, the partnership between the Friends of Ford's Pond (FOFP) and the City of Sutherlin began in 2014, with the goal of improving recreational facilities on the 202-acre property. Through the master planning process, a source of significant capital improvement funds was identified through the Oregon Parks and Recreation Department's (OPRD) Local Government Grant Program (LGGP). The LGGP has a 40% match requirement to receive funds with a grant maximum of \$750,000.

In discussion with OPRD Grant Coordinator Mark Cowan today, I re-confirmed the following information. The city's match requirement may be met through the land value supported by an appraisal within a 6-year time period. The city's appraisal was completed in May 2012 and was valid until May 2018; the city's ability to use the land value to meet the LGGP's match requirement is impossible without an updated appraisal. In addition, the recent removal of the property from the Urban Growth Boundary and land use zoning changes triggered the need for an updated appraisal.

This letter serves to reaffirm FOFP's financial commitment to provide \$2,000 towards an updated appraisal of the Ford's Pond property estimated to cost \$8,500. The bid states the updated appraisal will be completed by the end of December 2018. This timeline is critical to allow the city and FOFP to submit an LGGP application by the April 1, 2019 deadline. We understand this is a leap of faith and there is no guarantee of a grant(s) being awarded. However, without this updated appraisal these funds will not be in our future and the ability to improve the trail to meet ADA standards and provide visitor facilities will be severely restricted.

The projects that are targeted for funding are estimated to be in the neighborhood of \$520,000 each year. At a 40% match ratio, the city's match requirement each year would be \$208,000, which can be realized with an updated appraisal. The matching value can be applied in two more grant cycles. Part could be applied in one year and part could be applied in a following year, through 2020.

If you require further information, please contact me at 541-680-2841 or via email at jhousemanfofp@gmail.com.

Sincerely,


James Housenlan
President



REPORTS

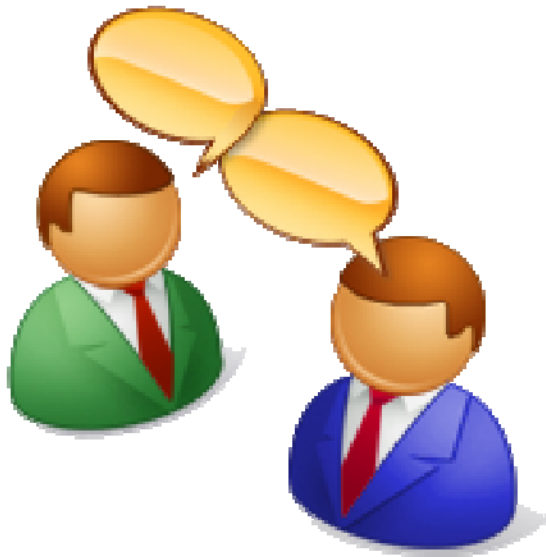




*Strategic Plan
Updates*



COUNCIL COMMENTS





PUBLIC COMMENT





ADJOURNMENT





FOR YOUR INFORMATION



Diane Harris

From: Diane Harris
Sent: Wednesday, October 03, 2018 11:52 AM
To: 'Ashley KQEN News (ashley@bciradio.com)'; 'DC Commissioners'; 'KUGN'; 'KYLE-KQUEN'; 'News Desk (newsdesk@nrtoday.com)'; 'Register Guard'; 'Roseburg Beacon'; 'Vera Westbrook (vwestbrook@nrtoday.com)'
Subject: Public Meeting Notice
Attachments: CC OCT 8.18 Meeting.pdf

Good afternoon!

Please see attached agenda for Sutherlin City Council's October 8th meeting.

Thank you,

Diane Harris, CMC
City Recorder/HR Manager
City of Sutherlin
126 E Central
Sutherlin, OR 97479
(541) 459-2856 ext 207
d.harris@ci.sutherlin.or.us