



**City of Sutherlin
Council Meeting
Monday, November 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. CONSENT AGENDA

- a. October 12, 2020 Minutes – Regular Meeting

6. COUNCIL BUSINESS

- a. Purchase Approval – Wild Land Brush Rig
- b. Resolution 2020.18 – Public Works Surplus Property – Sludge Truck

7. REPORTS

8. STRATEGIC PLAN UPDATE (Verbal)

- a. Sidewalks from Silver Glen to Quail Run
- b. Central Park Holiday Lighting Display Improvements

9. CITY MANAGER REPORT

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.



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, October 12, 2020 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Debbie Hamilton, Forrest Stone, Michelle Sumner, Travis Tomlinson and Seth Vincent

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

Finance Director/Asst. City Manager, Dan Wilson
City Recorder, Diane Harris
Deputy City Recorder, Melanie Masterfield
Community Development Director, Brian Elliott
Public Works Director, Aaron Swan
Police Chief, Troy Mills
Deputy Fire Chief, Scott McKnight
Media Specialist/Sign Language Interpreter, Nancy Rodriguez
City Attorney, Chad Jacobs (via Zoom)

Audience: Jolene Rodriguez

Via Zoom: Ronny Smith, Nicholas Dunigan and Audrey Chames from First Due

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

Flag Salute:

Roll Call: Councilor Vincent is excused

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- None

CONSENT AGENDA

- **September 14, 2020 Minutes – Regular Meeting**

MOTION made by Councilor Hamilton to approve consent agenda as presented, second by Councilor Tomlinson

Discussion: None

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

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- None

REPORTS

- **Emergency Preparedness**

Emergency Manager, Dennis Riggs, addressed Council with Emergency Operations Center (EOC) updates. Sutherlin Fire Department Battalion Chief, Brandan McGarr has joined forces as Deputy Emergency Manager. Riggs is using a program called “Map Your Neighborhood” to help citizens be ready for an emergency. A 12-step Emergency Preparedness pamphlet is available at his office. Block and Grid Captains have been assigned throughout the community to help during a disaster.

McGarr announced that staff will be meeting later this week for EOC assignments and training. He introduced “First Due”, a mapping, pre-plan, and community engagement software program that will be used in conjunction with Sutherlin Fire Department. Ronny Smith and Audrey Chames from First Due discussed software capabilities. Residents will have the ability to enter information into the program in subjects such as: contact info, household demographics (number of people and ages living in the residence), pets and vet info, gate codes, front door codes, utilities, functional needs of residents, floor plans, etc. This information will only be used by Sutherlin Fire Department, Sutherlin Emergency Management Office, and when needed, Sutherlin Police Department. The purpose of this program will give first responders instant knowledge of a residence in the event of a natural disaster or emergency.

- Councilor Stone – Is this just for the fire department? **McGarr – It’s for Fire and Emergency Management.** During Snowmagedon, we didn’t have phones or internet, how will this work? **The fire department uses First Net so we were still up and running. This won’t be available to the public during an emergency or disaster, this is pre-planning. Their information comes from places like: the building department, assessor’s office, tax assessor, Community Development etc.** How much does this program cost? **\$5,200 per year.** How do you get floor plans for the residences? **If they’ve been turned into the building department, tax assessor or Community Development, we’ll have access.**
- Councilor Sumner – Since this is accessible for dispatch, can the police use it as well? **Chief Mills wasn’t interested.** Why aren’t the police interested? **Police Chief, Troy Mills – This program doesn’t work with the law enforcement side of CAD.** **McGarr – We’ll give them access whenever they need it.**
- Councilor Tomlinson – Is this through Dispatch? **This isn’t through dispatch, they’ll be able to have limited access.**
- Mayor McKnight – Is there a way to help the people that don’t have computer access? **Yes, data can be entered in for them. We’d like to host some events to get community involvement.**

- **Traffic Safety Report**

Community Development Director, Brian Elliott, discussed a fatal accident that took place recently at the intersection of Hwy 138 and Dovetail Ln. ODOT is investigating the feasibility of a “no passing zone” from Church Rd to Dovetail Ln. on Hwy 138. There’s currently a “no passing zone” westbound. In the last three years, the City has worked with ODOT and the County on several projects in that area to help control speed:

- A successful Speed Zone Analysis was completed for Church Rd. and the speed was lowered from 55mph to 35mph.
 - A successful Speed Zone Analysis was completed from Fort McKay Rd. to Church Rd. on Hwy 138 and lowered the speed from 55mph to 45mph.
 - Another one was completed from Crestview St, west to Recreational Ln. The speed zone was 40mph and was reduced to 30mph and extended 500 feet. West of Recreational Ln., the speed zone was extended 500 feet and the speed was reduced from 55mph to 40mph.
 - A right turn lane was constructed at Dovetail Ln. with a street light to enhance visibility.
- Councilor Stone – There are advertisement signs blocking the view at Dovetail to turn onto Hwy 138. **Elliott – It’s ODOT’s jurisdiction.** Hwy 138 is a scenic highway and signs aren’t supposed to be posted. **Elliott – We’ll look into it.**

STRATEGIC PLAN UPDATE

- None

CITY MANAGER REPORT (VERBAL)

- Urban Renewal is still moving forward

- A special council orientation will be held next week for the new councilors.
- A Fire Captain has been hired – starting on October 19th.
- RV camping at Cooper Creek was well received by Sutherlin Water Control District.

CITY COUNCIL COMMENTS

Councilor Stone

- Street light out on Calapooia St.
- Water Treatment Plant update? *Elliott – December 14th we'll bring the final design to Council for approval.*
- Is the Waste Water Treatment Plant completed? *Swan – We're working on it, getting close.*
- Water leak on Sunset St. *Swan – The line has been patched several times. It was last patched 3 weeks ago.*
- Ford's Pond construction update? *Elliott – Construction is on schedule.*
- Suggested that cities should write a letter of support to the forest service to encourage replantation of the fire area.

Councilor Hamilton

- What's happening with the RV parked at the park by the playground? *Elliott – We're working with the owners to get it removed. Gillham - Chief Mills has been working extensively on it with the city attorney and city planner to change the language in our city ordinance.*
- The city sign at exit 135 looks really bad. *Gillham – Adam Sarnoski (owner of Cooper Creek Creative) will be refurbishing it.*
- When is Backside Brewing opening up? *Gillham – Should be operational by the end of October and Swan is working with the school district to get the outside landscaped.*
- The curb needs to be painted yellow by the utility and ballot boxes in front of City Hall. *Swan – Working on it.*

Councilor Tomlinson

- None

Councilor Boggs

- The pavement is cracking at the intersection of Fort McKay and Hwy 138.

Councilor Sumner

- Thanked Public Works for mowing along Red Rock Trail.

Mayor McKnight

- None

PUBLIC COMMENT

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:57 p.m.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield, Deputy City Recorder

Todd McKnight, Mayor



COUNCIL BUSINESS





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

City of Sutherlin

STAFF REPORT					
Purchase of New Brush Engine				Meeting Date:	11/9/2020
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Fire Chief Mike Lane				City Manager Review	☒
Attachments:					

WHAT IS BEING ASKED OF COUNCIL?

To approve the purchase of 2021 Ford F-450 4x4 Crew Cab and Chassis. Approve Cascade Fire Equipment to purchase and mount aluminum flat bed and diamond plate boxes and mount the tank and pump onto the new unit. Approve purchase of Slip-in unit from DCFD#2. Approve Wire Works LLC to install emergency lighting, sirens and center console.

EXPLANATION

The 2005 brush engine is scheduled to be replaced during the 2020/2021 budget year. We are asking the Council to approve the purchase of a 2021 Ford F-450 from the low bidder, Gresham Ford, in the amount of \$51,218.76. This vehicle will be delivered to Cascade Fire Equipment in Medford and they will install a new aluminum flatbed, diamond plate tool boxes and tow hitch. They will mount the tank and pump slide-in unit purchased from DCFD #2 onto the new vehicle. The total cost for Cascade Fire Equipment is 20,390.00. The new brush engine will go to Wire Works LLC to have all emergency lighting, radio and siren installed. The price for equipment and installation is \$11,084.47

Gresham Ford	Chassis	\$51,218.76
Cascade Fire Equipment	Flatbed/Tank Install	\$20,390.00
DCFD #2	Slip-in Unit	\$6,000.00
Wire Works LLC	Radio/Lighting	\$11,084.47
FX Graphics	Graphics	\$250.00
Misc. Equipment		\$750.00

The Total cost for this unit will be \$89,693.23.

OPTIONS

Option 1: Approve the purchase of a 2021 Ford F-450 Crew cab and Chassis from Gresham Ford and make it an operational brush unit.

Option 2. Deny the purchase of a 2021 Ford F-450 Crew cab and Chassis from Gresham Ford and make it an operational brush unit.

SUGGESTED MOTION(S)

Move to Purchase a 2021 Ford from Gresham Ford, Cascade Fire, DCFD#2 and Wire Works LLC to make a completed Brush unit.



126 E. Central Avenue
Sutherlin, OR 97479
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City of Sutherlin

STAFF REPORT					
Surplus of Wastewater Treatment Sludge Truck				Meeting Date:	11-9-2020
Purpose:	Action Item x	Workshop ☐	Report Only	Discussion ☐	Update ☐
Submitted By: Aaron Swan				City Manager Review	☒
Attachments: Resolution 2020.18					

WHAT IS BEING ASKED OF COUNCIL?

Council is being asked to approve Resolution 2020.18 declaring the 2005 Peterbilt Sludge/Tanker Truck as surplus property.

EXPLANATION

With the new wastewater treatment plant in operation this truck is no longer needed. It also requires a lot of maintenance and cannot be repurposed for city use.

OPTIONS

Approve or not approve Resolution 2020.18 declaring the 2005 Peterbilt Sludge Truck as surplus property

SUGGESTED MOTION(S)

Motion to approve the Resolution No. 2020.18 declaring the 2005 Peterbilt Sludge/Tanker Truck as surplus property.

RESOLUTION NO. 2020.18

**A RESOLUTION CONCERNING CERTAIN PERSONAL PROPERTY TO BE
DECLARED SURPLUS PROPERTY AND AUTHORIZING ITS DISPOSAL**

The City Council of Sutherlin finds that:

2005 Peterbilt Sludge/Tanker Truck Vin # 1NPFLU0X05D857594

- A. Equipment listed reflects equipment no longer needed for the public purpose for which it was acquired, and is therefore surplus property.
- B. Under provisions of City Code Section 2.40, the City Manager is authorized to dispose of surplus personal property through sale by auction, by negotiated sale without competitive bids, or by donation.
- C. Disposal of these items will be designated by City Manager.

NOW THEREFORE, BASED UPON THE ABOVE FINDINGS, BE IT RESOLVED, by the City Council of the City of Sutherlin, a Municipal Corporation of the State of Oregon, as follows

Section 1: Based upon the above findings, which are hereby adopted, the personal property described above is hereby declared to be surplus personal property of the City of Sutherlin.

Section 2: The surplus personal property shall be disposed of by the City Manager in accordance with the provisions of City Code Section 2.40.

PASSED BY THE CITY COUNCIL, ON THIS ____ DAY OF ____, 2020

APPROVED BY THE MAYOR ON THIS ____ DAY OF ____, 2020

Mayor, Todd McKnight

ATTEST:

City Recorder, Diane Harris

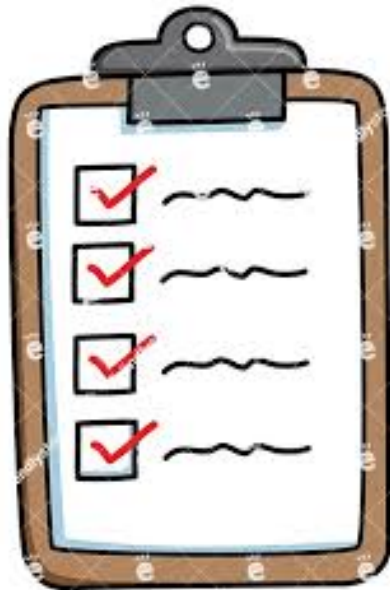


REPORTS



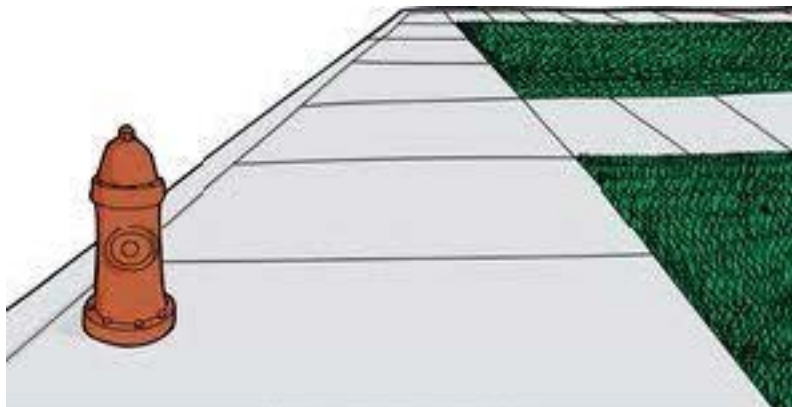


STRATEGIC PLAN UPDATE





Sidewalks - Silver Glen to Quail Run





Central Park Holiday Lighting Display Improvements





CITY MANAGER REPORT (verbal)





COUNCIL COMMENTS





PUBLIC COMMENT

Off Agenda Items





ADJOURNMENT





FOR YOUR INFORMATION



STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	✓
APR 2019				
04/08/19	CDD/PW-Facilities/Parks	Continue Central Park improvements to include Christmas holidays lighting display	Funding - Report to Council	✓
04/22/19	CDD/PW-Transportation	Complete Valentine Avenue engineering and begin construction	Bid award - Council approval	✓
04/22/19	Admin	Complete and implement a new City Personnel Policy Handbook	Present update to Council	✓
04/22/19	CDD/PW-Development	Contract with an engineering firm for plan review/subdivision fees	Council Workshop - Proposed fees	✓
MAY 2019				
05/13/19	CDD/PW-Water	Nonpareil WTP Disinfection System	Bid process and present to Council	✓
05/28/19	CDD/PW-Facilities/Parks	Additional benches at Splash Park inside play area and unfenced section - kid friendly	Report to Council	✓
05/28/19	CDD/PW-Facilities/Parks	Central Park - Additional water features	Present to Council for Approval if needed	✓
05/28/19	CDD/PW-Transportation	Create a Street Management Masterplan w/funding options	Establish a methodology and timeline, report to Council	✓
05/28/19	CDD/PW-Development	Contract with an engineering firm for plan review/subdivision fees	Present findings to Council	✓
JUN 2019				
06/10/19	CDD/PW-Development	Contract with an engineering firm for plan review/subdivision fees	Present fee resolution for Council approval	✓
06/24/19	Admin	Complete union required class & comp survey prior to agreed 2019 COLA increase	Present update to Council (May 28th Executive Session)	✓
06/24/19	CDD/PW-Wastewater	Evaluate the current and potential use of Everett Avenue building	Report to Council (report provided at April 22nd Workshop Mtg)	✓
JUL 2019				
07/22/19	CDD/PW-Development	Comprehensive Plan Code Audit	Report to Council	✓
07/22/19	CDD/PW-Facilities/Parks	Central Park - Additional water features	Report to Council	✓
07/22/19	Finance	Create a long-term budget forecast	Report to Council	✓
07/22/19	CDD/PW-Wastewater	NPDES Permit renewal	Report to Council	✓
AUG 2019				
08/12/19	CDD/PW-Water	Nonpareil WTP modernization improvements	Present to Council (reported at July 22nd Workshop)	✓
08/26/19	CDD/PW-Water	Begin recertification process for Cooper Creek Storage and live-stream permits	Present to Council (reported at July 22nd Workshop)	✓
08/26/19	CDD/PW-Water	Consider new code language allowing for provision of water services outside city limits	Report to Council	✓
08/26/19	Fire	Enhance response capabilities for west side of town	Progress report to Council	✓
SEP 2019				
09/09/19	CDD/PW-Transportation	Complete Valentine Avenue engineering and begin construction	Report to Council	✓
9/23/2019 Mtg Cancelled	Finance & CDD - Development	Examine System Development Charge Rates and develop SDC matrix	Present to Council (moved to 10/14/19 mtg)	✓
9/23/2019 Mtg Cancelled	CDD/PW-Facilities/Parks	Continue Central Park improvements to include Christmas holidays lighting display	Present to Council (moved to 10/14/19 mtg)	✓
9/23/2019 Mtg Cancelled	Fire	ISO (Insurance Service Office) rating (Fire Dept update)	Report results to Council (moved to 10/14/19 mtg)	✓

Note: "Report to Council" can be a written Strategic Plan Update, Presentation or Workshop

Revised 11/3/20

STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	
OCT 2019				
10/14/19	CDD-Development	Evaluate all new-development beneficiaries and establish new SDC's according to the analysis	Develop SDC matrix/presented update to Council	✓
10/28/19	CDD/PW-Facilities/Parks	Community Center building - caulk and paint exterior	Report to Council	✓
10/28/19	CDD/PW-Facilities/Parks	Library building - caulk and paint exterior	Report to Council	✓
10/28/19	CDD/PW-Facilities/Parks	Implement a 10-year non-compliant ADA replacement ramp plan	Report to Council	✓
10/28/19	Police	Recruitment and retention	Report to Council	✓
10/28/19	Fire	Create backfill relief position	Present to Council	✓
NOV 2019				
11/12/19	CDD/PW-Transportation	Speed Zone Analysis-Ft McKay to west of intersection of Ft McKay and Church Rd	Report to Council	✓
11/12/19	CDD/PW-Transportation	Speed Zone Analysis-Intersection of Church Rd and Hwy 138 to Ft McKay	Report to Council	✓
11/12/19	CDD/PW-Transportation	Complete sidewalks from Beecroft to Quail Run and Central Avenue	Bid process and present to Council	✓
11/12/19	Police	Integration of K9 program	Report to Council - Discussed at Oct 28th mtg	✓
DEC 2019				
12/09/19	Finance	Earn a "clean audit"	Accept audited financials and present to Council	✓
12/09/19	CDD/PW-Transportation	Replace all old street signs so they match the new street sign design	Report to Council	✓
12/09/19	CDD/PW-Wastewater	Complete construction of new WTP	Report to Council	✓
12/09/19	CDD-Planning	Consider feasibility of commercial/multi-family Urban Renewal District	Present options to Council	✓
12/09/19	Fire	Grow volunteers & UCC Students	Report to Council	✓
JAN 2020				
01/13/20	CDD/PW-Water	Schoon Mt water storage tank upgrade	Bid process, bonding, funding agency and present to Council	✓
01/13/20	CDD/PW-Water	Sixth Ave and Oak St Pump Station upgrade	Bid process, funding agency approval and present to Council	✓
01/27/20	CDD/PW-Facilities/Parks	Install larger security signage and new, more reliable 24/7 cameras	Report to Council	✓
01/27/20	CDD/PW-Wastewater	Evaluate the current and potential use of Everett Ave building	Report to Council commercial tenant leasing building 9/2/19	✓
01/27/20	CDD/PW-Water	Nonpareil WTP Disinfection System improvement	Report to Council Reported at 11/12/19 mtg	✓
01/27/20	CDD/PW-Transportation	Develop a "plan-of-action" for upgrading Waite St from Central to Southside Rd	Report to Council	✓
FEB 2020				
02/10/20	CDD-Development	Commercial and industrial development recruitment and retention (large and small)	Present updated EDP to Council	✓
02/24/20	CDD/PW-Wastewater	Initiate a new in-flow and infiltration prevention program	Report to Council	✓
MAR 2020				
03/09/20	CDD/PW-Facilities/Parks	Identify and upgrade ADA accessibility around Central Park	Award Contract - Council Approval	✓

Note: "Report to Council" can be a written Strategic Plan Update, Presentation or Workshop

Revised 11/3/20

STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	
APR 2020				
04/13/20	CDD/PW-Development	Wastewater extension/reimbursement district	Present to Council to award (Presented at February 24th mtg)	✓
MAY 2020				
05/11/20	CDD-Development	Evaluate new development beneficiaries regarding System Development Charges and establish new SDC's	Develop SDC matrix/present to Council	✓
05/11/20	Admin	Begin CBA agreements - AFSCME	Present to Council	✓
JUN 2020				
06/08/20	Finance	Examine System Development Charges(SDC) Rates	Develop new SDC matrix and present to Council	✓
06/08/20	CDD/PW-Transportation	Transportation System Plan (TSP) update	Report to Council	✓
06/08/20	CDD/PW-Facilities/Parks	Community Center & Library building - caulk and paint exterior	Provided update to Council	✓
06/08/20	CDD-Development	Wastewater extension/reimbursement district	Report to Council	✓
JUL 2020				
07/13/20	Finance	Long term budget forecast	Report to Council	✓
07/13/20	CDD/PW-	Ford's Pond recreational improvements	Council approval to award contract	✓
07/13/20	CDD/PW-Transportation	Nicholas Ct to St Johns St Crosswalk	Report to Council - Unable to move forward per ODOT	✓
AUG 2020				
08/10/20	CDD/PW-Water	Nonpareil Water Treatment Plant modernization improvements	Report to Council	✓
08/10/20	CDD/PW-Wastewater	Complete construction of new Wastewater Treatment Plant	Report to Council	✓
SEP 2020				
09/14/20	CDD/PW-Facilities/Parks	Implement 10-year non-compliant ADA replacement ramp plan	Report to Council	✓
OCT 2020				
NOV 2020				
11/09/20	CDD/PW-Facilities/Parks	Improve drainage in Central Park (phase III)	Report to Council (Update provided during 8/10 mtg discussion)	✓
11/09/20	CDD/PW-Transportation	Complete sidewalks from Silver Glen to Quail Run	Report to Council	✓
11/09/20	CDD/PW-Facilities/Parks	Continue Central Park Christmas lighting display improvements	Report to Council	✓
DEC 2020				
12/14/20	Finance	Accept Audited Financials	Present to Council	
12/14/20	Finance	Continue WWTP reporting compliance and ARRA reporting until completion	Final report to Council	
12/14/20	CDD/PW-Facilities/Parks	Central Plaza Park - Donated lot development	Report to Council	
12/14/20	CDD/PW-Water	Seek funding and create a plan to install a secondary in-flow at Cooper Creek	Report to Council	

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Revised 11/3/20

STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	
JAN 2021				
01/11/21	CDD/PW-Transportation	Develop "Plan-of-Action" for upgrading Waite St from Central to Southside Rd	Report to Council	
01/11/21	CDD/PW-Water	Schoon Mtn Water Storage Tank and Sixth & Oak Pump Station improvements	Report to Council	
01/11/21	CDD/PW-Water	Consider new code language allowing for provision of water services outside city limits	Report to Council	
01/11/21	CDD/PW-Water	Schoon Mountain Pump Station Improvements (pump replacement)	Present Bid Award with Funding approval to Council	
FEB 2021				
02/08/21	CDD/PW-Facilities/Parks	Central Park - Additional water features	Present to Council for approval	
02/08/21	CDD/PW-Transportation	Complete sidewalks from Silver Glen to Quail Run and Central Avenue	Report to Council	
02/08/21	CDD - Planning	Evaluate Industrial Lands - County and City	Establish a methodology and timeline, report to Council	
02/08/21	CDD/PW-Water	Consider new code language allowing for provision of water services outside city limits	Bring ordinance to Council for approval of first reading	
MAR 2021				
03/08/21	CDD/PW-Facilities/Parks	Ford's Pond recreational improvements	Report to Council	
03/08/21	CDD/PW-Water	Nonpareil Water Treatment Plant modernization improvements	Bid process, funding approval and present to Council	
APR 2021				
04/12/21	Police	Facility Security	Report to Council	
MAY 2021				
05/10/21	Admin	Begin CBA agreements - SPOA	Present to Council	
05/10/21	CDD/PW-Facilities/Parks	Central Park - Additional water features	Report to Council	
05/10/21	CDD/PW-Transportation & Finance	Create a Street Management Masterplan w/funding options	Establish a methodology and timeline, report to Council	
JUN 2021				
06/14/21	CDD/PW-Facilities/Parks	Community Center Building - caulk and paint exterior	Report to Council	
06/14/21	CDD/PW-Water	Schoon Mt Pump Station (pump replacement)	Report to Council	
06/14/21	CDD/PW-Wastewater	Initiate a new in-flow and infiltration prevention program	Report to Council	
JUL 2021				
7/12/2021	Admin	Personnel Policy Review by CIS	Report to Council	
AUG 2021				
08/09/21	CDD/PW-Facilities/Parks	Inventory/inspect all city structural facilities/develop maint funding plan	Report to Council	
SEP 2021				
09/13/21	CDD/PW-Transportation	Implement 10-year non-compliant ADA replacement ramp plan	Report to Council	
OCT 2021				
10/11/21	CDD/PW-Facilities/Parks	Identify/upgrade ADA accessibility and sidewalk around Central Park	Report to Council	
10/11/21	CDD/PW-Wastewater	New Wastewater Treatment Plan one-year performance evaluation	Report to Council	

Note: "Report to Council" can be a written Strategic Plan Update, Presentation or Workshop

Revised 11/3/20

PUBLIC NOTICE – CITY OF SUTHERLIN CITY COUNCIL MEETING

The November 9, 2020, City Council Meeting, will be held at 7:00pm in Civic Auditorium at 175 E Everett. This meeting will be a teleconference style meeting with City Council and staff facilitating. The City has taken steps to utilize current technology to make meetings available to the public without increasing the risk of exposure. To maintain compliance with both state rulings, physical distancing, and Oregon public meeting laws, a limited number of staff and city officials will be present. We encourage and welcome citizens that are able to use the video link or phone number provided, to join the meeting from your home.

Anyone wishing to comment is strongly encouraged to email comments and/or questions to Diane Harris, City Recorder, at d.harris@ci.sutherlin.or.us by 2:00pm on November 9th. The questions/comments will be read into the public record at the meeting during the Public Comment period.

If you are interested in attending the meeting via Zoom please contact me for the Zoom Meeting link information.

Thank you,

Diane Harris
City Recorder/HR Manager
City of Sutherlin
d.harris@ci.sutherlin.or.us
541-459-2856 ext. 207

Melanie Masterfield

From: Melanie Masterfield
Sent: Tuesday, November 3, 2020 3:06 PM
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: City of Sutherlin Council Meeting Notice
Attachments: CC AGENDA NOV 9.2020.pdf; 11.9.20 Zoom Public Mtg.docx

Good afternoon. Attached is a copy of our agenda and zoom notice for the meeting on Monday, November 9, 2020



Melanie Masterfield
Deputy City Recorder

City of Sutherlin
126 E Central Ave
Sutherlin, OR 97479
541-459-2856
m.masterfield@ci.sutherlin.or.us