



**City of Sutherlin
Council Meeting
Monday, June 13, 2022
Civic Auditorium – 7:00 p.m.**

AGENDA

Mayor Michelle Sumner
Council President Hamilton
Councilors Boggs, Dagel, Groussman, Smalley and Whitaker

1. CALL TO ORDER / FLAG SALUTE

2. ROLL CALL

3. INTRODUCTION OF MEDIA

4. PUBLIC COMMENT

[The purpose of citizen comment is to allow citizens to present information regarding agenda items only. A time limit of three minutes per citizen shall apply.]

5. PRESENTATIONS

- a. Officer of the Year

6. CONSENT AGENDA

- a. May 9, 2022 – Meeting Minutes

7. COUNCIL BUSINESS

- a. Public Hearing – State Revenue Sharing
- b. Resolution No. 2022.05 – Election to Receive State Revenue Sharing
- c. Resolution No. 2022.06 – Certifying City Services
- d. Public Hearing – Adoption of 2022-2023 Budget
- e. Resolution No. 2022.07 – Adoption of 2022-23 City Budget
- f. Resolution No. 2022.08 – Dakota Street Extension

8. STRATEGIC PLAN UPDATE

- a. Central Park Multi-Use Staging Area Completion Update
- b. Asphalt Crack Sealing Machine Update
- c. Initiate In-Flow and Infiltration Prevention Program

9. CITY MANAGER REPORT

10. COUNCIL COMMENTS

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

Join Zoom Meeting

<https://us06web.zoom.us/j/84022520597?pwd=RHZrN2NJRzhhbmlVMK3ZST1p4ZldmUT09>

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





PRESENTATIONS





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

City of Sutherlin

STAFF REPORT					
Re: Officer of the Year – Jonathan Rausch				Meeting Date:	June 13, 2022
Purpose:	Action Item ☐	Workshop ☐	Report Only ☐	Discussion X	Update ☐
Submitted By: Troy A. Mills, Chief of Police				City Manager Review	☐
Attachments: N/A					

WHAT IS BEING ASKED OF COUNCIL?

Presentation of Certificate to Officer Jonathan Rausch as this year's Officer of the Year.

EXPLANATION

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

This provides an opportunity for law enforcement agencies in our county to select honorees from their respective agencies. This year the Sutherlin Police Department has named Officer Jonathan Rausch as our "Officer of the Year! He was honored along with other Douglas County Officers and Deputies by the Roseburg Optimist Club. This is the Optimists Club's 46th year honoring those individuals who have gone above and beyond their everyday duties.

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

OPTIONS

SUGGESTED MOTION(S)



CONSENT AGENDA



CITY OF SUTHERLIN
City Council Meeting
Civic Auditorium
Monday, May 9, 2022 – 7:00pm

COUNCIL MEMBERS:

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

MAYOR: Michelle Sumner

CITY STAFF: City Manager, Jerry Gillham

Finance Director, Tami Trowbridge

City Recorder, Diane Harris

Deputy City Recorder, Melanie Masterfield

Public Works Director, Aaron Swan

Community Development Director, Brian Elliott

Police Chief, Troy Mills

Fire Chief, Mike Lane

Library Director/Livability Services Director, Pat Lynch

City Attorney, Chad Jacobs (via Zoom)

Audience: Tyler Malatore (The Dyer Partnership Engineers and Planners), Edouard Glück, Tabbitha Layman

Via Zoom: Larry Bahr, Nancy Rodriguez, Eileen Smalley

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

Flag Salute:

Roll Call: All present

Introduction of Media: None

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

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Nonpareil Water Treatment Plant (NPWTP) Construction Update & Wastewater Treatment Plant (WWTP) One Year Performance Report**

Community Development Director, Brian Elliott, introduced Tyler Malatore from The Dyer Partnership Engineers and Planners, whom provided a PowerPoint presentation. Topics discussed:

- Intake improvements
- Raw water pump station improvements
- Raw water flow meter and static mixer improvements
- Clarifier Improvements
- Filter Improvements
- New filter piping and electronic actuated valves
- New backwash pump
- New treated water pumps
- New backwash basins (two basins holding 151,000 gallons each)
- Electrical improvements (including new electrical room)
- New standby generator (275 kW diesel with automatic transfer switch)
- New SCADA system

The next plant shut down period will be from May 2, 2022 to June 1, 2022; focusing on the raw water pump station piping, static mixer, and flow meter.

- Mayor Sumner – Will the second shut down affect water restrictions like last year? **Malatore - There are no water shortage concerns at this point.**

WWTP Performance Report:

- Initiation of operations on April 23, 2021
- Performance evaluation submitted to DEQ in April 2022
- The plant has demonstrated the ability to perform in compliance with discharge permit.
- WWTP was issued a positive certification

CONSENT AGENDAS

- **April 11, 2022 Minutes – Regular Meeting**
- **IGA – Douglas County Inmate Housing Agreement**

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

Discussion: None

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

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Bid Award – Everett and State Street Repair Project**

Public Works Director, Aaron Swan – On April 27, 2022, the City received two bids from contractors for the Everett and State Street Repair Project. One from JRT Construction, LLC in the amount of \$449,055, and one from Knife River Materials in the amount of \$633,966. JRT Construction, LLC provided the lowest bid and has sufficient experience and qualifications to complete the project.

MOTION made by Councilor Whitaker to approve Bid Award to JRT Construction, LLC in the amount of \$449,055 as presented; second by Councilor Hamilton.

Discussion:

- Councilor Boggs questioned the large difference in bids. **Swan explained.**
- Mayor Sumner – When is the estimated start date? **Once the bid is awarded, the contractor will be ready to start in a couple of weeks.**

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

Opposed: None

Motion carried unanimously.

- **Bid Award – IT Services**

Staff Report – Finance Director, Tami Trowbridge – The last IT Service Agreement was initiated in November 2011 for a term of three (3) years with a possible three (3) year extension – which expired in 2017. In April 2022, staff advertised a Request For Proposal (RFP) for Managed IT Services. On April 25th, the City received one bid from Systech Consulting, located in Roseburg, Oregon. With excellent references, this firm has sufficient experience and qualifications to partner with the City and manage its IT systems.

MOTION made by Councilor Boggs to approve Bid Award to Systech Consulting for a term of 5 years as presented; second by Councilor Hamilton.

Discussion:

- Councilor Whitaker expressed the importance of having good cyber security.
- Councilor Groussman – Will iPad's be included in the coverage? **Trowbridge – Yes.** Does Systech Consulting install their own hardware? **Some hardware will have to be updated and/or replaced.** Asked for further clarification of other quote line items. **Trowbridge explained.**
- Councilor Hamilton – Will there be a cost savings after switching firms? **Approximately the same cost.** Suggested hiring a part time, in-house IT Service person in the future. **Trowbridge further expressed the importance of added cyber security moving forward.**

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

Opposed: None

Motion carried unanimously.

- **Parks Advisory Committee Appointment**

Staff Report – City Recorder, Diane Harris – The City received one application for the Parks Advisory Committee from Tabbitha Layman, term ending December 31, 2023.

Mayor invited the applicant to the podium to speak on her behalf.

- Tabbitha Layman introduced herself. She is a 35-year resident of Sutherlin and is raising her family here. She discussed her background experience and expressed excitement to be a part of the team.

MOTION made by Councilor Whitaker to appoint Tabbitha Layman to Parks Advisory Committee – term ending December 31, 2023 as presented; second by Councilor Groussman.

Discussion:

- Councilor Smalley gave positive comments and feels that she will do a great job.

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

Opposed: None

Motion carried unanimously.

STRATEGIC PLAN UPDATE

- **Sidewalks from S. Grove Ln. to Nicholas Ct. Update**

Swan provided an update on the sidewalk extension east of Sutherlin. The engineering process has started and will estimate the balance of the sidewalk extension, which will end just past Quail Run on the north and south side of Central Ave. Engineer estimates should be completed by the end of June 2022.

CITY MANAGER REPORT (verbal)

- Recognized Councilor Groussman for receiving ‘Man of the Year’ award from the First Citizen’s Banquet on April 30, 2022. In addition, several current Councilors have either received awards or have been nominated and they were commended.
- Congratulated wife, Sue Gillham, for receiving the ‘President’s Award’.
- Taking action towards businesses in downtown and the Chapel of the Roses building that are violating City Municipal Codes.
 - Councilor Dagel expressed disagreement with taking action against business owners. Prefers the buildings be occupied rather than empty. Suggested talking to the business owners first. ***Gillham – Staff has tried several times to communicate and numerous letters have been sent with no response.***

Further discussion ensued between council and staff.

CITY COUNCIL COMMENT

Councilor Boggs

- Hwy 99 at exit 135 – Large potholes are developing, realizes this is county’s jurisdiction and asked Swan to contact them.

Councilor Dagel

- Congratulated Councilor Groussman for being voted ‘Man of the Year’.

Councilor Whitaker

- Nothing to report

Councilor Smalley

- Are the citizens living at the Chapel of the Roses building working with staff? ***Elliott – Conversations have taken place and the four occupants were to vacate May 9, 2022 and the building locks were to be changed.***

Councilor Groussman

- Nothing to report

Councilor Hamilton

- Congratulated Councilor Groussman on becoming ‘Man of the Year’.

- Congratulated City Manager's wife, Sue Gillham, for receiving the 'Presidents Award'.
- Thanked the Library Director, Pat Lynch & volunteers for hosting a great Sutherlin Area Chamber of Commerce 'AfterHours' Open House.
- Thanked Councilor Whitaker for his time and effort for the Arbor Day Celebration.
- Thanked Mayor Sumner for speaking at the Arbor Day Celebration.

Mayor Sumner

- Sutherlin FFA Awards Banquet is May 11, 2022.
- Congratulated Councilor Whitaker for doing a great job with the Arbor Day Celebration. Citizens enjoyed it and the food trucks were great.
- Congratulated Councilor Groussman for becoming 'Man of the Year'.

PUBLIC COMMENT (Off Agenda Items)

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:58 p.m.

Mayor Sumner announced that Council/Urban Renewal Agency Board 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 8:05 p.m.

Executive Session adjourned at 8:21 p.m.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield, Deputy City Recorder

Michelle Sumner, Mayor



COUNCIL BUSINESS



NOTICE OF PUBLIC HEARING BEFORE THE SUTHERLIN CITY COUNCIL ON PROPOSED USES OF STATE REVENUE SHARING FUNDS

NOTICE IS HEREBY GIVEN that the Sutherlin City Council will hold a public hearing on proposed uses of State Revenue Sharing Funds for the fiscal year July 1, 2022 through June 30, 2023. The hearing will take place on the 13th of June, 2022 at 7:00 pm in Civic Auditorium, 175 E Everett Ave, Sutherlin. The purpose of the hearing is to discuss with interested persons the proposed uses of State Revenue Sharing Funds by the City of Sutherlin. A copy of the approved budget, which contains the proposed uses of State Revenue Sharing Funds, will be posted on the City website, www.cityofsutherlin.com, beginning May 20, 2022.



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

City of Sutherlin

STAFF REPORT					
Re: Resolution 2022.05 - Declaring the City's Election to Receive State Revenue Sharing				Meeting Date:	6/13/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Tami Trowbridge, Finance Director				City Manager Review	☒
Attachments: Resolution 2022.05					

WHAT IS BEING ASKED OF COUNCIL?

Approve Resolution 2022.05 - Election to Receive State Revenue Sharing.

EXPLANATION

This is the first of two resolutions that are required by the State of Oregon in order to receive State Revenue Sharing funds. After holding a public hearing on the use of State Revenue Sharing, the City needs to adopt this resolution to continue to receive these funds.

OPTIONS

N/A

SUGGESTED MOTION(S)

Move that Resolution 2022.05 – Election to Receive State Revenue Sharing be adopted as presented.

RESOLUTION NO. 2022.05

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

WHEREAS, the Budget Committee of the City of Sutherlin has elected to receive State Revenues and approved a proposed budget which includes those revenues for the fiscal year commencing July 1, 2022; and

WHEREAS, at a meeting of the City Council of the City of Sutherlin held on June 13, 2022, a public hearing on State Shared Revenues was held after the giving of notice thereof as provided by statute, proof of which is on file in the Office of the City Recorder of the City:

NOW, THEREFORE, BE IT RESOLVED by The City of Sutherlin as follows:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2022-2023.

PASSED BY THE CITY COUNCIL, ON THIS ____ DAY OF ____, 2022

APPROVED BY THE MAYOR ON THIS ____ DAY OF ____, 2022

Michelle Sumner, Mayor

ATTEST:

Diane Harris, City Recorder, CMC

I certify that a public hearing before the Budget Committee was held on May 16, 2022 and a public hearing before the City Council was held on June 13, 2022, giving citizens an opportunity to comment on use of State Revenue Sharing.

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: Resolution 2022.06 - Certifying City Services for Receipt of State Revenue Sharing Funds				Meeting Date:	6/13/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Tami Trowbridge, Finance Director				City Manager Review	☒
Attachments: Resolution 2022.06					

WHAT IS BEING ASKED OF COUNCIL?

Approve Resolution 2022.06 - Certifying City Services for the purpose of receiving State Revenue Sharing Funds.

EXPLANATION

This is the second of two resolutions that are required by the State of Oregon in order to receive State Revenue Sharing Funds. After holding a public hearing on the use of State Revenue Sharing, the City needs to adopt this resolution certifying that the City of Sutherlin provides at least four of the seven qualifying municipal services as listed in the Resolution.

OPTIONS

N/A

SUGGESTED MOTION(S)

Move that Resolution 2022.06 – Certifying City Services for Receipt of State Sharing Funds be adopted as presented.

RESOLUTION NO. 2022.06

**A RESOLUTION CERTIFYING CITY SERVICES FOR RECEIPT OF STATE
REVENUE SHARING FUNDS**

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

1. Police protection
2. Fire protection
3. Street construction, maintenance, and lighting
4. Sanitary sewer
5. Storm sewers
6. Planning, zoning, and subdivision control
7. One or more utility services

and

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

NOW, THEREFORE, BE IT RESOLVED, that the City of Sutherlin hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760

Police protection
Fire protection
Street construction, maintenance, and lighting
Sanitary sewer
Water utility
Storm sewers
Wastewater utility
Planning, zoning, and subdivision control

PASSED BY THE CITY COUNCIL, ON THIS ____ DAY OF ____, 2022

APPROVED BY THE MAYOR ON THIS ____ DAY OF ____, 2022

ATTEST:

Michelle Sumner, Mayor

Diane Harris, City Recorder, CMC

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Sutherlin City Council will be held on June 13, 2022 at 7:00 pm at Council Chambers, 175 E Everett Ave, Sutherlin, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022 as approved by the City of Sutherlin Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 126 E Central, Sutherlin OR between the hours of 9:00 am and 5:00 pm or online at www.ci.sutherlin.or.us. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Tami Trowbridge

Telephone: 541-459-2856

Email: t.trowbridge@ci.sutherlin.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2020-2021	Adopted Budget This Year 2021-2022	Approved Budget Next Year 2022-2023
Beginning Fund Balance/Net Working Capital	8,562,158	11,318,100	11,405,700
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	6,471,177	6,282,374	6,455,525
Federal, State and all Other Grants, Gifts, Allocations and Donations	2,832,834	4,201,939	2,845,186
Revenue from Bonds and Other Debt	1,669,480	5,120,000	3,770,000
Interfund Transfers / Internal Service Reimbursements	4,934,300	5,840,300	5,945,300
All Other Resources Except Current Year Property Taxes	365,346	224,725	214,930
Current Year Property Taxes Estimated to be Received	3,208,521	3,333,400	3,484,800
Total Resources	28,043,816	36,320,838	34,121,441

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	5,368,302	5,981,592	6,118,240
Materials and Services	2,386,020	3,250,227	3,391,575
Capital Outlay	4,018,081	9,492,397	7,041,200
Debt Service	716,933	921,542	1,897,380
Interfund Transfers	4,934,300	5,840,300	5,945,300
Contingencies	0	6,141,129	6,679,694
Special Payments	0	1,000,000	0
Unappropriated Ending Balance and Reserved for Future Expenditure	10,620,180	3,693,651	3,048,052
Total Requirements	28,043,816	36,320,838	34,121,441

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
Administration	860,682	953,584	987,520
FTE	7.0	7.0	7.0
Municipal Court	179,620	217,218	223,900
FTE	1.0	1.0	1.0
Police	2,460,159	3,304,040	3,299,600
FTE	17.0	17.0	17.0
Fire	2,300,035	3,069,782	2,066,550
FTE	5.0	5.0	5.0
Community Development/Parks & Facilities	1,759,610	2,843,895	2,447,830
FTE	4.0	4.0	4.0
Dial-A-Ride	2,847	0	0
FTE	0.0	0.0	0.0
Public Works - Operations	1,859,394	1,993,200	2,120,320
FTE	13.0	14.0	14.0
Streets	1,602,140	1,764,350	2,396,000
FTE	0.0	0.0	0.0
Water	6,631,672	11,434,280	9,481,100
FTE	0.0	0.0	0.0
Wastewater	5,941,176	7,019,118	8,159,300
FTE	0.0	0.0	0.0
Tourism	364,151	363,900	458,100
FTE	0.0	0.0	0.0
Non-Departmental/Non-Program	4,082,330	3,357,471	2,481,221
FTE	0.0	0.0	0.0
Total Requirements	28,043,816	36,320,838	34,121,441
Total FTE	47.0	48.0	48.0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

State funding for water treatment, storage, and distribution improvements. State funding for park improvements.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2020-2021	Rate or Amount Imposed This Year 2021-2022	Rate or Amount Approved Next Year 2022-2023
Permanent Rate Levy (rate limit 5.6335 per \$1,000)	5.6335	5.6335	5.6335
Local Option Levy	0	0	0
Levy For General Obligation Bonds	60,000	62,000	66,000

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$165,000	\$0
Other Bonds	\$5,185,325	\$0
Other Borrowings	\$24,751,965	\$4,304,000
Total	\$30,102,290	\$4,304,000



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

City of Sutherlin

STAFF REPORT					
Re: Budget Adoption, and Levying Property Taxes for FY 2022-23				Meeting Date:	6/13/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Tami Trowbridge, Finance Director				City Manager Review	☒
Attachments: Resolution 2022.07					

WHAT IS BEING ASKED OF COUNCIL?

After holding a public hearing, consider approving the resolution to adopt the budget for fiscal year 2022-23 as approved by the Budget Committee and levy property taxes for operating purposes and as approved by voters for general obligation bonded debt.

EXPLANATION

The Budget Committee approved the budget in the amount of \$34,121,441 on May 16, 2022. Oregon Revised Statutes (Oregon Budget Law ORS 294) requires the Council to adopt the budget by resolution and to levy property taxes to enact the budget for the ensuing fiscal year.

OPTIONS

The Council may amend the budget of each fund, in an amount not to exceed 10% of the approved appropriations of each fund prior to adoption.

SUGGESTED MOTION(S)

Move that Resolution 2022.07 – Budget Adoption and Levying Property Taxes for FY 2022-23 be adopted as presented (or as amended).

RESOLUTION NO. 2022.07

A RESOLUTION ADOPTING THE 2022-2023 BUDGET AND MAKING APPROPRIATIONS

WHEREAS, the Budget Committee of the City of Sutherlin has approved a proposed budget for the fiscal year commencing July 1, 2022; and

WHEREAS, at a meeting of the City Council of the City of Sutherlin held on June 13, 2022, a public hearing on said approved budget was duly held after the giving of notice thereof as provided by statute, proof of which is on file in the Office of the City Recorder of the City:

NOW, THEREFORE, IT IS HEREBY RESOLVED BY The City of Sutherlin as follows:

Section 1. After public hearing conducted on June 13, 2022, the City Council of the City of Sutherlin hereby adopts the budget for fiscal year 2022-2023 in the sum of \$34,121,441 now on file at City Hall, 126 E. Central Ave., Sutherlin, Oregon.

Section 2. That for the fiscal year beginning July 1, 2022, the amounts for the purposes shown below are hereby appropriated:

GENERAL FUND

Mayor & City Council	\$ 5,550
City Attorney	38,400
City Manager's Office	166,850
City Recorder/Human Resources	289,770
Finance	486,950
Municipal Court	223,900
Parks/Facilities	687,970
Community Development	504,650
Police	2,802,600
Fire	1,459,150
Non-Departmental	1,039,850
Contingency	200,000
Unappropriated	1,241,371
Total	<u>\$ 9,147,011</u>

POLICE RESERVE FUND

Capital Outlay	\$ 277,700
Contingency	219,300
Total	<u>\$ 497,000</u>

FIRE RESERVE

Capital Outlay	\$ -
Contingency	607,400
Total	<u>\$ 607,400</u>

PARKS/FACILITIES RESERVE

Capital Outlay	\$ 60,000
Contingency	130,800
Total	\$ 190,800

PARKS CONSTRUCTION FUND

Capital Outlay	\$ 750,000
Contingency	224,800
Total	\$ 974,800

TOURISM-MOTEL TAX FUND

Materials and Services	\$ 116,075
Transfers	54,900
Contingency	287,125
Total	\$ 458,100

LIBRARY BOARD FUND

Materials and Services	\$ 26,400
Contingency	710
Total	\$ 27,110

LIBRARY G.O. BOND FUND

Debt Service	\$ 58,250
Reserved for Debt Service	4,250
Total	\$ 62,500

STATE GAS TAX FUND

Materials and Services	\$ 201,500
Capital Outlay	380,000
Debt Service	54,900
Transfers	368,300
Contingency	4,100
Total	\$ 1,008,800

BICYCLE/FOOTPATH FUND

Contingency	\$ 34,075
Total	\$ 34,075

STREET CONSTRUCTION FUND

Contingency	\$ 9,125
Total	\$ 824,125

STREET SDC FUND

Contingency	\$ 529,000
Total	<u>\$ 529,000</u>

WATER OPERATIONS FUND

Materials and Services	\$ 527,550
Capital Outlay	3,000
Transfers	1,937,400
Contingency	504,050
Total	<u>\$ 2,972,000</u>

WATER CONSTRUCTION FUND

Capital Outlay	\$ 4,459,000
Contingency	793,000
Total	<u>\$ 5,252,000</u>

WATER RESERVE FUND

Contingency	\$ 304,300
Total	<u>\$ 344,300</u>

WATER DEBT SERVICE FUND

Debt Service	\$ 421,791
Contingency	138,539
Reserved for Debt Service	352,470
Total	<u>\$ 912,800</u>

WASTEWATER OPERATIONS FUND

Materials and Services	\$ 649,600
Transfers	2,373,300
Contingency	1,389,900
Total	<u>\$ 4,412,800</u>

STEP SURCHARGE FUND

Materials and Services	\$ 25,000
Contingency	71,300
Total	<u>\$ 96,300</u>

WASTEWATER CONSTRUCTION FUND

Capital Outlay	\$ -
Contingency	844,000
Total	<u>\$ 844,000</u>

WASTEWATER RESERVE FUND

Capital Outlay	\$ 105,000
Contingency	138,800
Total	<u>\$ 243,800</u>

WASTEWATER DEBT SERVICE FUND

Debt Service	\$ 1,112,439
Reserved for Debt Service	1,449,961
Total	<u>\$ 2,562,400</u>

PUBLIC WORKS OPERATIONS FUND

Personnel Services	\$ 1,636,600
Materials and Services	97,850
Transfers	50,000
Contingency	90,550
Total	<u>\$ 1,875,000</u>

PUBLIC WORKS OPERATIONS RESERVE FUND

Capital Outlay	\$ 86,500
Contingency	158,820
Total	<u>\$ 245,320</u>

SUMMARY

Personnel Services	\$ 6,118,240
Materials and Services	3,391,575
Capital Outlay	7,041,200
Transfers	5,945,300
Debt Service	1,897,380
Contingency	6,679,694
Reserved for Debt Service	1,806,681
Unappropriated	1,241,371
Total	<u><u>\$ 34,121,441</u></u>

Section 3. That the Finance Director shall certify to the County Clerk and County Assessor the tax levy made by this resolution and shall file with them a copy of the budget as finally adopted herewith.

Section 4. That the City Council for the City of Sutherlin hereby imposes the taxes provided for in the adopted budget:

At the rate of \$5.6335 per \$1,000 of assessed value for general operations; and in the amount of \$66,000 for bonds; and

That these taxes are hereby imposed and categorized for tax year 2022-23 upon the assessed value of all taxable property within the district as follows:

Subject to Measure 5 Limitation as General Government, General Fund permanent tax rate \$5.6335/\$1,000 of assessed value, and

Excluded from Limitation, Debt Service Fund \$66,000.00.

PASSED BY THE CITY COUNCIL, ON THIS ____ DAY OF ____, 2022

APPROVED BY THE MAYOR ON THIS ____ DAY OF ____, 2022

Michelle Sumner, 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: Dakota Street Right of Way Dedication/Extension				Meeting Date:	6/13/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Kristi Gilbert, Community Development Supervisor				City Manager Review	☒
Attachments: Resolution 2022.08, Deeds of Dedication & MAP					

WHAT IS BEING ASKED OF COUNCIL?

City Council is being asked to accept property/roadway extending north of Dakota Street for public right-of-way and approve Resolution 2022.08.

EXPLANATION

At the April 11, 2022 Council Meeting, it was discussed that with the increase of development on Dakota Street, the city has the need for additional right-of-way. Extending the **existing private roadway**, north of Dakota Street will allow developments to have access and meet fire codes for ingress/egress.

Staff proposes council consider accepting small portions of property (**existing private roadway**) from adjacent property owners (Danoff Family Trust, Fairway Estates Homeowners Association and Oak Hills Enterprises LLC) to make up a 60' right of way. The 60' right-of-way would follow an existing roadway, as an extension of Dakota Street.

The existing private roadway has been surveyed and legal descriptions have been created to be deeded to the City as public right-of-way.

OPTIONS

To approve Resolution 2022.08 to accept Dakota Street Right-of-Way Dedication/Extension.

To deny Resolution 2022.08 to accept Dakota Street Right-of-Way Dedication/Extension.

SUGGESTED MOTION(S)

To approve Resolution 2022.08 to accept Dakota Street Right-of-Way Dedication/Extension.

RESOLUTION NO. 2022.08

A RESOLUTION AUTHORIZING THE DEED OF DEDICATION FROM OAK HILLS ENTERPRISES LLC, PAUL & KIM DANOFF TRS OF DANOFF FAMILY TRUST 2000 and FAIRWAY ESTATES HOMEOWNERS' ASSOCIATION TO THE CITY OF SUTHERLIN AND DELEGATING AUTHORITY TO THE CITY MANAGER TO SIGN DOCUMENTS ON BEHALF OF THE CITY TO ACCEPT THE DEEDS OF DEDICATION

WHEREAS, the City of Sutherlin ("City") requested property owners to dedicate the extension of Dakota Street to the northeast, approximately 300 feet in length and approximately 60 feet in width; and

WHEREAS, said property owners agreed to deed their privately owned portions of the existing private roadway; and

WHEREAS, the City is willing to accept this portion of Dakota Street in its current condition; and

WHEREAS, transfer of ownership of this portion of Dakota Street to the City is now agreed upon by all property owners and City; and

WHEREAS, the City Council desires to provide authority to the City Manager to sign documents as necessary to accept the deeds of dedication to transfer of ownership of this portion of Dakota Street;

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

Section 1. The City Council hereby approves the Deeds of Dedication for the Dakota Street extension.

Section 2. The City Manager is authorized to execute any documents on behalf of the City as may be necessary to accept the deeds of dedication to transfer of ownership of this portion of Dakota Street.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED BY THE COUNCIL ON THIS ____ DAY OF ____, 2022.

APPROVED BY THE MAYOR ON THIS ____ DAY OF ____, 2022.

Mayor, Michelle Sumner

ATTEST:

City Recorder, Diane Harris, CMC

Grantor: Paul R. & Kim L. Danoff TRS of Danoff Family Trust 2000

Grantee: City of Sutherlin, Oregon

After Recording Return to:

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

DEED OF DEDICATION

Paul R. & Kim L. Danoff TRS of Danoff Family Trust 2000, Grantor, dedicates, releases and quitclaims to the City of Sutherlin, Oregon, Grantee, all right, title and interest in and to the real property described in the attached Exhibit "A" and shown on the attached Exhibit "B". The public by and through the City of Sutherlin, Oregon and the City's agents and assigns will have the perpetual right to construct, improve, operate and maintain the property for use as right-of-way across, under and on the property and for all other purposes for which a public street and right-of-way is used, including installing, repairing, maintaining, altering, replacing, relocating and operating utilities in, into, upon, over, across and under the right-of way. This Dedication Deed will be effective as of the date signed below and remain in effect perpetually; however, it shall terminate if the City of Sutherlin vacates the property in accordance with Oregon law.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 17, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

The true consideration for this conveyance is other valuable consideration than cash.

IN WITNESS WHEREOF the grantor has executed this instrument on the day and year written below.

GRANTOR:

PAUL R. & KIM L. DANOFF TRS OF DANOFF FAMILY TRUST 2000

By:

_____ And _____
Paul R. Danoff, Trustee Kim L. Danoff, Trustee

STATE OF:

County of:

This instrument was acknowledged before me the _____ day of _____, 2022
by Paul R. Danoff, Trustee and Kim L. Danoff, Trustee of the Danoff Family Trust 2000.

Notary Public for: _____
My Commission Expires: _____

ACCEPTED FOR GRANTEE CITY OF SUTHERLIN

By: _____
Jerry Gillham, City Manager, Authorized Representative

STATE OF OREGON

County of Douglas

This instrument was acknowledged before me on the _____ day of _____,
2022 by Jerry Gillham, City Manager and Authorized Representative for the City of Sutherlin.

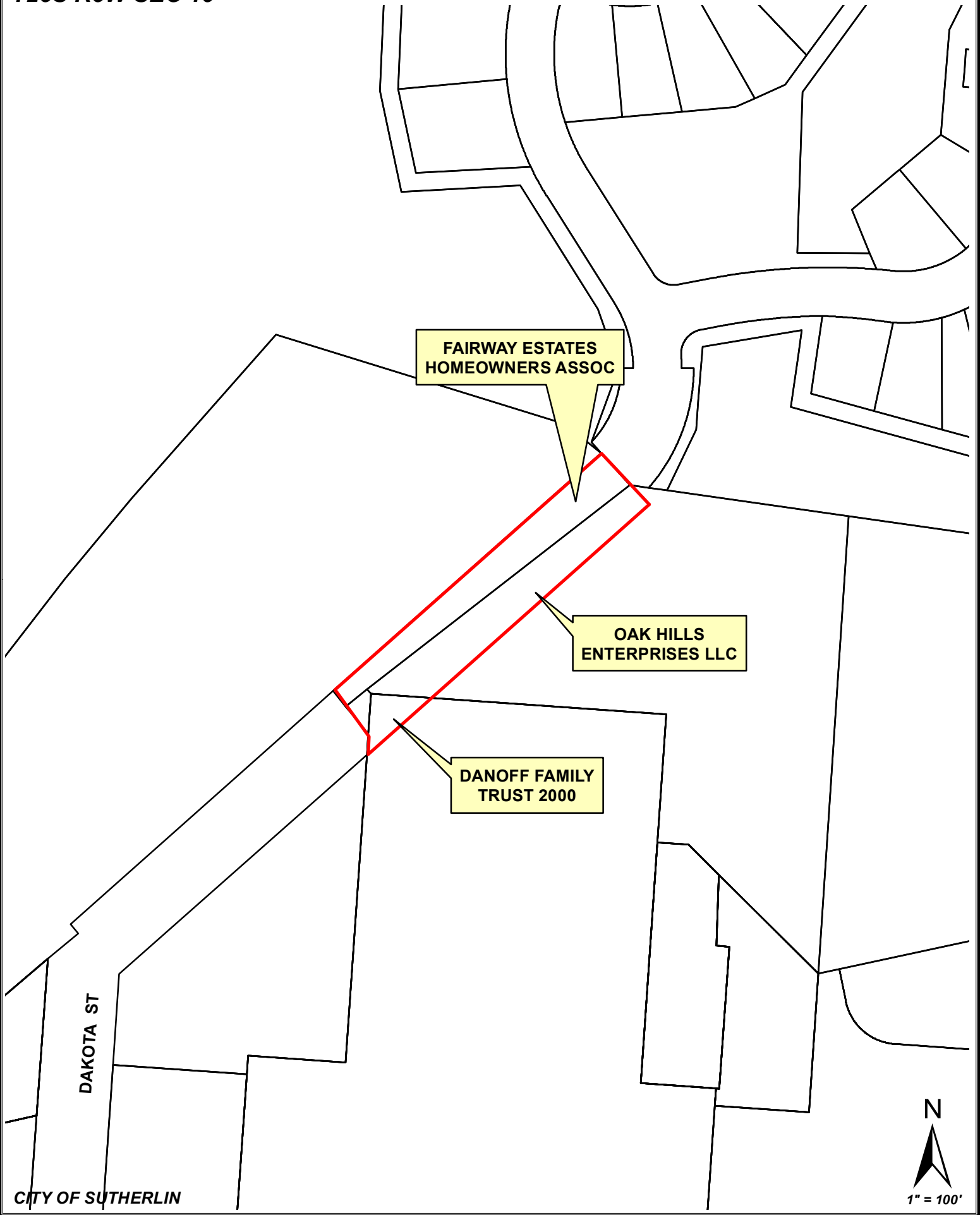
Notary Public for: _____
My Commission Expires: _____

EXHIBIT _____

Beginning at the Northwest corner of Pad A of OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT, according to the Official Plat thereof recorded as Volume 20, Page 59 of the Plat Records of Douglas County, Oregon; thence South 2° 07' 35" West, along the West line of said Pad A, 32.58 feet to the most Easterly angle point in the boundary of that tract of land described in Document Number 2008-1751, Official Records for said County and State; thence continue South 2° 07' 35" West along said West line 18.43 feet to a second angle point in said boundary of that tract described in Document Number 2008-1751, said Official Records; thence North 46° 43' 03" East 71.66 feet to a point on the North line of said Pad A of OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT; thence North 87° 53' 56" West 50.31 feet to the point of beginning.

AERIAL MAP
T25S R5W SEC 19

PRIVATE STREET PORTION
3 SEPERATE PROPERTY OWNERS



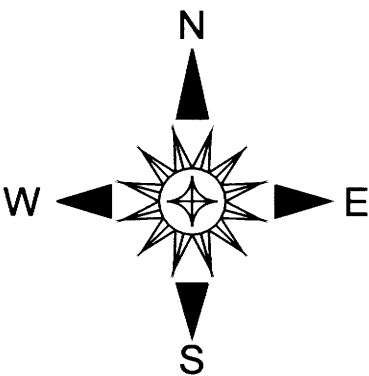
MAP OF SURVEY

LOCATED in the NW 1/4 of Section 19, T. 25 S., R. 5 W., W.M.
in Douglas County, Oregon.

May, 2022

FILED
DATE: 5-11-2022 BY [redacted]
This survey consists of:
MAP: M180-75

MAP FILE M180-75



SEE PARTITION PLAT NO. 2021-0003

BOUNDARIES OF RIGHT OF WAY
VIA DEED OF DEDICATION PER
DOC. NO. 2008-1751. SEE NARRATIVE.

COMP. WEST LINE PAD A.
SEE NARRATIVE.

EAST LINE OF RIGHT OF WAY
VIA DEED OF DEDICATION
PER DOC. NO. 2008-1751.

COMP. SW CORNER PAD C
OF OAK HILLS PLAZA PUD.

TRACT G (SEE NARRATIVE)
(N 46°24'45" E 295.71')
BASE BEARING
N 46°37'03" E 295.48'
(S 50°05'07" W 274.19')
S 46°43'03" W 258.08'

COMP. NORTH LINE PAD A

[N 87°57'02" W 244.00']
[N 87°53'56" W 244.00']

FD. ANGLE COR PAD A TO
COMP. NW COR. PAD A
S 2°07'35" W 304.68'
[S 2°02'58" E 304.68']
253.67'

[N 87°57'02" W]
[N 87°53'39" W]
80.24'
[80.25']

INTERIOR ANGLE
CORNER OF PAD A

LINE	TABLE
L1	(S 43°30'44" E 35.11')
L2	(S 84°06'32" E 15.85')
L3	S 82°52'31" E 15.16' (S 84°06'32" E 15.27')
L4	N 87°53'56" W 50.31'
L5	S 2°07'35" W 32.58'
L6	S 2°07'35" W 18.43' (S 1°57'02" W 18.43')
L7	S 87°53'16" E 39.48' (S 87°57'03" E 39.48')
L8	S 87°53'16" E 20.52' (S 88°02'58" E 20.52')

NOTE: ANY REFERENCE TO "PAD" HEREON REFERS
TO THOSE PLATTED ON OAK HILLS PLAZA
PLANNED UNIT DEVELOPMENT. (VOL. 20, PG. 59).

SURVEYED FOR: CITY OF SUTHERLIN
126 EAST CENTRAL AVENUE
SUTHERLIN, OREGON 97479

SURVEYED BY: DAVID EDWARDS LAND SURVEYING
P.O. BOX 361
OAKLAND, OREGON 97462
PHONE: (541) 459-0512



LEGEND

- INDICATES 5/8" DIAM. IRON ROD FOUND.
- INDICATES 5/8" X 30" STEEL REBAR WITH RED PLASTIC CAP MKD. "D.A. EDWARDS-P.L.S. 2339" SET.
- + INDICATES COMPUTED POINT.
- [] DENOTES RECORD DATA PER PLAT OF OAK HILLS PLAZA P.U.D. (VOL. 20, PAGE 59).
- () DENOTES RECORD DATA PER PLAT OF FAIRWAY
ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1. (VOL. 23, PAGE 6).
- { } DENOTES RECORD DATA PER DOCUMENT NUMBER 2008-1751.

SCALE: 1" = 60' COMP. = COMPUTED
BASIS OF BEARINGS: PARTITION PLAT NO. 2021-0003 AS SHOWN.

NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO MONUMENT TWO ANGLE CORNERS OF THAT RIGHT OF WAY PER DEED OF DEDICATION AS RECORDED IN DOCUMENT NUMBER 2008-1751, OFFICIAL RECORDS FOR DOUGLAS COUNTY AND TO SHOW CERTAIN TRACTS OF LAND CURRENTLY PROPOSED FOR PUBLIC RIGHT OF WAY. I HOLD TO THE FOUND MONUMENTS SHOWN AND COMPUTE THE SOUTHWEST CORNER OF PAD C IN ORDER TO COMPUTE THE BOUNDARIES OF THAT TRACT DESCRIBED IN DOCUMENT NUMBER 2008-1751. I ROTATE THE BEARINGS PER THAT DEED BY A FACTOR EQUAL TO THE DIFFERENCE IN THE BEARING OF THE WEST LINE OF PAD A PER THAT DEED COMPARED TO THE BEARING OF SAID WEST LINE COMPUTED ON THIS SURVEY. TRACT G REFERRED TO ON THIS SURVEY REFERS TO THE TRACT G CREATED ON THE PLAT OF FAIRWAY ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1 RECORDED IN VOLUME 23, PAGE 6 OF THE PLAT RECORDS. I COMPUTE THE NORTHWEST CORNER OF PAD A USING A DISTANCE-DISTANCE INTERSECTION PER THE PLAT RECORD OF OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT RECORDED IN VOLUME 20, PAGE 59 OF THE PLAT RECORDS. I THEN WRITE LEGAL DESCRIPTIONS OF THE AREAS PROPOSED FOR DEDICATION USING CALLS FOR EXISTING CORNERS AND LINES WHICH WILL HAVE THE EFFECT OF LEAVING NO GAPS OR OVERLAPS.

FIELD CREW: BRANT MILLER AND ERIC SPRINKLE.
EQUIPMENT: NIKON TOTAL STATION.
COMPUTATIONS AND DRAFTING: DAVID EDWARDS.

MAP FILE M180-75

Grantor: Oak Hills Enterprises LLC

Grantee: City of Sutherlin, Oregon

After Recording Return to:

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

DEED OF DEDICATION

Oak Hills Enterprises LLC, Grantor, dedicates, releases and quitclaims to the City of Sutherlin, Oregon, Grantee, all right, title and interest in and to the real property described in the attached Exhibit "A" and shown on the attached Exhibit "B". The public by and through the City of Sutherlin, Oregon and the City's agents and assigns will have the perpetual right to construct, improve, operate and maintain the property for use as right-of-way across, under and on the property and for all other purposes for which a public street and right-of-way is used, including installing, repairing, maintaining, altering, replacing, relocating and operating utilities in, into, upon, over, across and under the right-of way. This Dedication Deed will be effective as of the date signed below and remain in effect perpetually; however, it shall terminate if the City of Sutherlin vacates the property in accordance with Oregon law.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 17, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

The true consideration for this conveyance is other valuable consideration than cash.

IN WITNESS WHEREOF the grantor has executed this instrument on the day and year written below.

GRANTOR:

OAK HILLS ENTERPRISES LLC

By:

_____ And _____
James G. Diemert, Owner Roberta J. Diemert, Owner

STATE OF:

County of:

This instrument was acknowledged before me the _____ day of _____, 2022
by Paul R. Danoff, Trustee and Kim L. Danoff, Trustee of the Danoff Family Trust 2000.

Notary Public for: _____
My Commission Expires: _____

ACCEPTED FOR GRANTEE CITY OF SUTHERLIN

By: _____
Jerry Gillham, City Manager, Authorized Representative

STATE OF OREGON

County of Douglas

This instrument was acknowledged before me on the _____ day of _____,
2022 by Jerry Gillham, City Manager and Authorized Representative for the City of Sutherlin.

Notary Public for: _____
My Commission Expires: _____

EXHIBIT _____

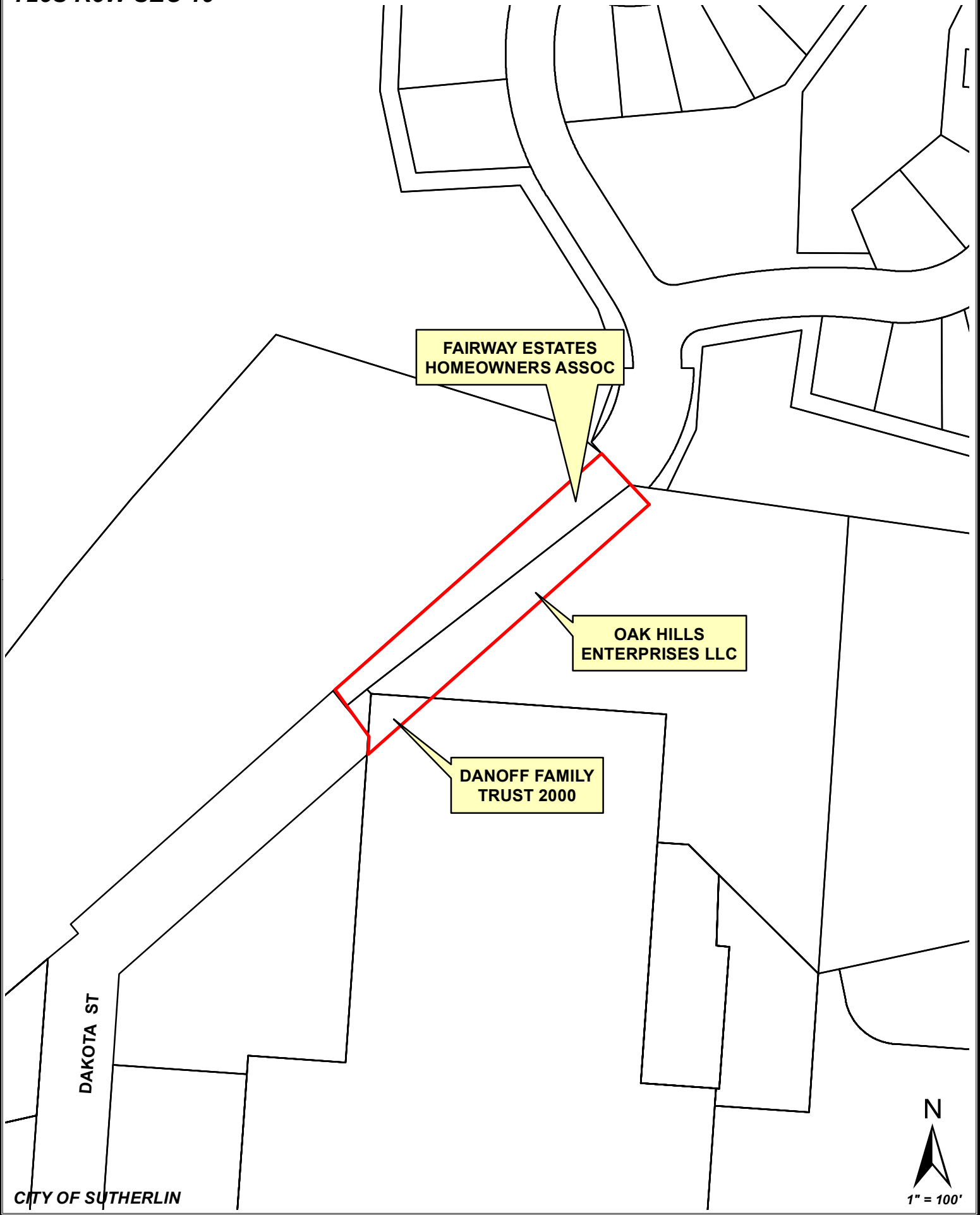
All that portion of Pad B, OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT, according to the Official Plat thereof recorded as Volume 20, Page 59 of the Plat Records of Douglas County, Oregon which lies Northeasterly of the Northeasterly line of that tract of land described in Deed of Dedication recorded in Document Number 2008-1751, Official Records for said County and State.

TOGETHER WITH:

Beginning at the Northwest corner of Pad A, OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT, according to the Official Plat thereof recorded as Volume 20, Page 59 of the Plat Records of Douglas County, Oregon; thence North 47° 56' 32" West 3.99 feet (record North 42° 57' 02" West 5.00 feet), to the most Northerly corner of Pad B of said OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT, being also a point on the Southeasterly line of Tract G of FAIRWAY ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1, according to the Official Plat thereof recorded as Volume 23, Page 6 of said plat records; thence North 50° 05' 07" East 274.19 feet to the most Easterly corner of said Tract G, being a point on the Southerly right of way line of Fairway Estates Drive; thence South 84° 06' 32" East, along said right of way line, 15.85 feet; thence South 82° 52' 31" East (record South 84° 06' 32" East), along the South line of Tract B of said FAIRWAY ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1, a distance 15.16 feet (record 15.27 feet), to a 5/8 inch diameter iron rod monumenting an angle point in the boundary of said Tract B; thence South 46° 43' 03" West 258.08 feet to a point on the North line of said Pad A; thence North 87° 53' 56" West 50.31 feet to the point of beginning.

AERIAL MAP
T25S R5W SEC 19

PRIVATE STREET PORTION
3 SEPERATE PROPERTY OWNERS



**FAIRWAY ESTATES
HOMEOWNERS ASSOC**

**OAK HILLS
ENTERPRISES LLC**

**DANOFF FAMILY
TRUST 2000**

DAKOTA ST

CITY OF SUTHERLIN



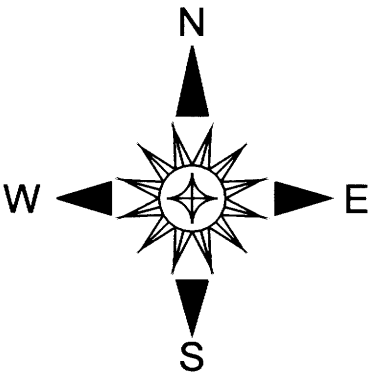
MAP OF SURVEY

LOCATED in the NW 1/4 of Section 19, T. 25 S., R. 5 W., W.M.
in Douglas County, Oregon.

May, 2022

FILED
DATE: 5-11-2022 BY [redacted]
This survey consists of:
MAP: M180-75

MAP FILE M180-75



SEE PARTITION PLAT NO. 2021-0003

BOUNDARIES OF RIGHT OF WAY
VIA DEED OF DEDICATION PER
DOC. NO. 2008-1751. SEE NARRATIVE.

COMP. WEST LINE PAD A.
SEE NARRATIVE.

EAST LINE OF RIGHT OF WAY
VIA DEED OF DEDICATION
PER DOC. NO. 2008-1751.

COMP. SW CORNER PAD C
OF OAK HILLS PLAZA PUD.

(N 46°24'45" E 295.71')
BASE BEARING
N 46°37'03" E 295.48'

TRACT G (SEE NARRATIVE)
(S 50°05'07" W 274.19')
(S 46°43'03" W 258.08')

[N 87°57'02" W 244.00']
[N 87°53'56" W 244.00']

NOTE: ANY REFERENCE TO "PAD" HEREON REFERS
TO THOSE PLATTED ON OAK HILLS PLAZA
PLANNED UNIT DEVELOPMENT. (VOL. 20, PG. 59).

LINE TABLE

L1	(S 43°30'44" E 35.11')
L2	(S 84°06'32" E 15.85')
L3	S 82°52'31" E 15.16'
	(S 84°06'32" E 15.27')
L4	N 87°53'56" W 50.31'
L5	S 2°07'35" W 32.58'
L6	S 2°07'35" W 18.43'
	{ S 1°57'02" W 18.43' }
L7	S 87°53'16" E 39.48'
	{ S 87°57'03" E 39.48' }
L8	S 87°53'16" E 20.52'
	{ S 88°02'58" E 20.52' }

SURVEYED FOR: CITY OF SUTHERLIN
126 EAST CENTRAL AVENUE
SUTHERLIN, OREGON 97479

SURVEYED BY: DAVID EDWARDS LAND SURVEYING
P.O. BOX 361
OAKLAND, OREGON 97462
PHONE: (541) 459-0512



LEGEND

- INDICATES 5/8" DIAM. IRON ROD FOUND.
- INDICATES 5/8" X 30" STEEL REBAR WITH RED PLASTIC CAP MKD. "D.A. EDWARDS-P.L.S. 2339" SET.
- + INDICATES COMPUTED POINT.
- [] DENOTES RECORD DATA PER PLAT OF OAK HILLS PLAZA P.U.D. (VOL. 20, PAGE 59).
- () DENOTES RECORD DATA PER PLAT OF FAIRWAY
ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1. (VOL. 23, PAGE 6).
- { } DENOTES RECORD DATA PER DOCUMENT NUMBER 2008-1751.

SCALE: 1" = 60' COMP. = COMPUTED
BASIS OF BEARINGS: PARTITION PLAT NO. 2021-0003 AS SHOWN.

NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO MONUMENT TWO ANGLE CORNERS OF THAT RIGHT OF WAY PER DEED OF DEDICATION AS RECORDED IN DOCUMENT NUMBER 2008-1751, OFFICIAL RECORDS FOR DOUGLAS COUNTY AND TO SHOW CERTAIN TRACTS OF LAND CURRENTLY PROPOSED FOR PUBLIC RIGHT OF WAY. I HOLD TO THE FOUND MONUMENTS SHOWN AND COMPUTE THE SOUTHWEST CORNER OF PAD C IN ORDER TO COMPUTE THE BOUNDARIES OF THAT TRACT DESCRIBED IN DOCUMENT NUMBER 2008-1751. I ROTATE THE BEARINGS PER THAT DEED BY A FACTOR EQUAL TO THE DIFFERENCE IN THE BEARING OF THE WEST LINE OF PAD A PER THAT DEED COMPARED TO THE BEARING OF SAID WEST LINE COMPUTED ON THIS SURVEY. TRACT G REFERRED TO ON THIS SURVEY REFERS TO THE TRACT G CREATED ON THE PLAT OF FAIRWAY ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1 RECORDED IN VOLUME 23, PAGE 6 OF THE PLAT RECORDS. I COMPUTE THE NORTHWEST CORNER OF PAD A USING A DISTANCE-DISTANCE INTERSECTION PER THE PLAT RECORD OF OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT RECORDED IN VOLUME 20, PAGE 59 OF THE PLAT RECORDS. I THEN WRITE LEGAL DESCRIPTIONS OF THE AREAS PROPOSED FOR DEDICATION USING CALLS FOR EXISTING CORNERS AND LINES WHICH WILL HAVE THE EFFECT OF LEAVING NO GAPS OR OVERLAPS.

FIELD CREW: BRANT MILLER AND ERIC SPRINKLE.
EQUIPMENT: NIKON TOTAL STATION.
COMPUTATIONS AND DRAFTING: DAVID EDWARDS.

Grantor: Fairway Estates Homeowners Association

Grantee: City of Sutherlin, Oregon

After Recording Return to:

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

DEED OF DEDICATION

Fairway Estates Homeowners Association, Grantor, dedicates, releases and quitclaims to the City of Sutherlin, Oregon, Grantee, all right, title and interest in and to the real property described in the attached Exhibit "A" and shown on the attached Exhibit "B". The public by and through the City of Sutherlin, Oregon and the City's agents and assigns will have the perpetual right to construct, improve, operate and maintain the property for use as right-of-way across, under and on the property and for all other purposes for which a public street and right-of-way is used, including installing, repairing, maintaining, altering, replacing, relocating and operating utilities in, into, upon, over, across and under the right-of way. This Dedication Deed will be effective as of the date signed below and remain in effect perpetually; however, it shall terminate if the City of Sutherlin vacates the property in accordance with Oregon law.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 17, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

The true consideration for this conveyance is other valuable consideration than cash.

IN WITNESS WHEREOF the grantor has executed this instrument on the day and year written below.

GRANTOR:

Fairway Estates Homeowners Association

By:

Steve Simmons, President

STATE OF:

County of:

This instrument was acknowledged before me the _____ day of _____, 2022
by Steve Simmons, Fairway Estates Homeowners Association President.

Notary Public for: _____
My Commission Expires: _____

ACCEPTED FOR GRANTEE CITY OF SUTHERLIN

By: _____
Jerry Gillham, City Manager, Authorized Representative

STATE OF OREGON

County of Douglas

This instrument was acknowledged before me on the _____ day of _____,
2022 by Jerry Gillham, City Manager and Authorized Representative for the City of Sutherlin.

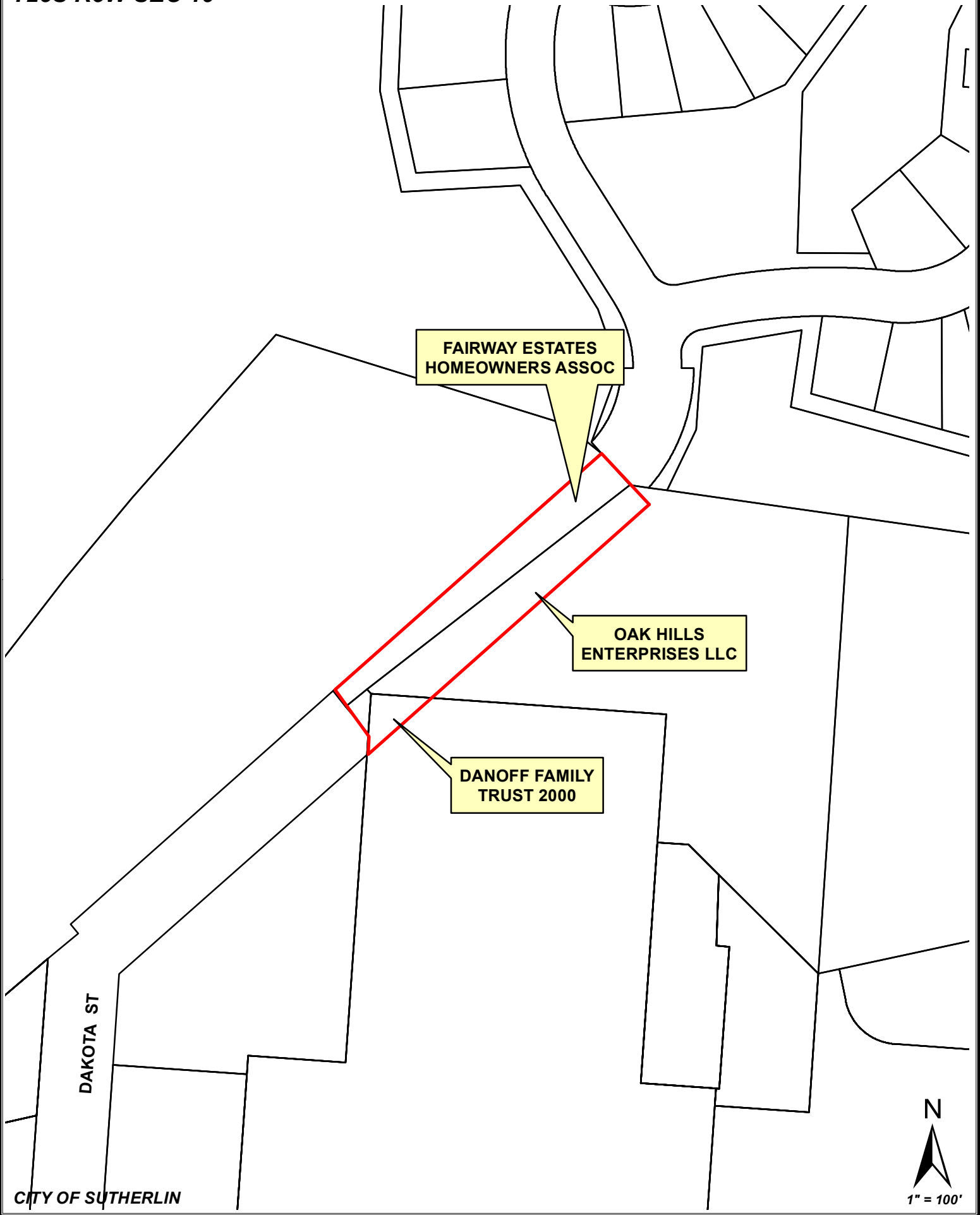
Notary Public for: _____
My Commission Expires: _____

EXHIBIT _____

Tract G of FAIRWAY ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1
according to the Official Plat thereof recorded as Volume 23, Page 6 of the Plat Records
of Douglas County, Oregon.

AERIAL MAP
T25S R5W SEC 19

PRIVATE STREET PORTION
3 SEPERATE PROPERTY OWNERS



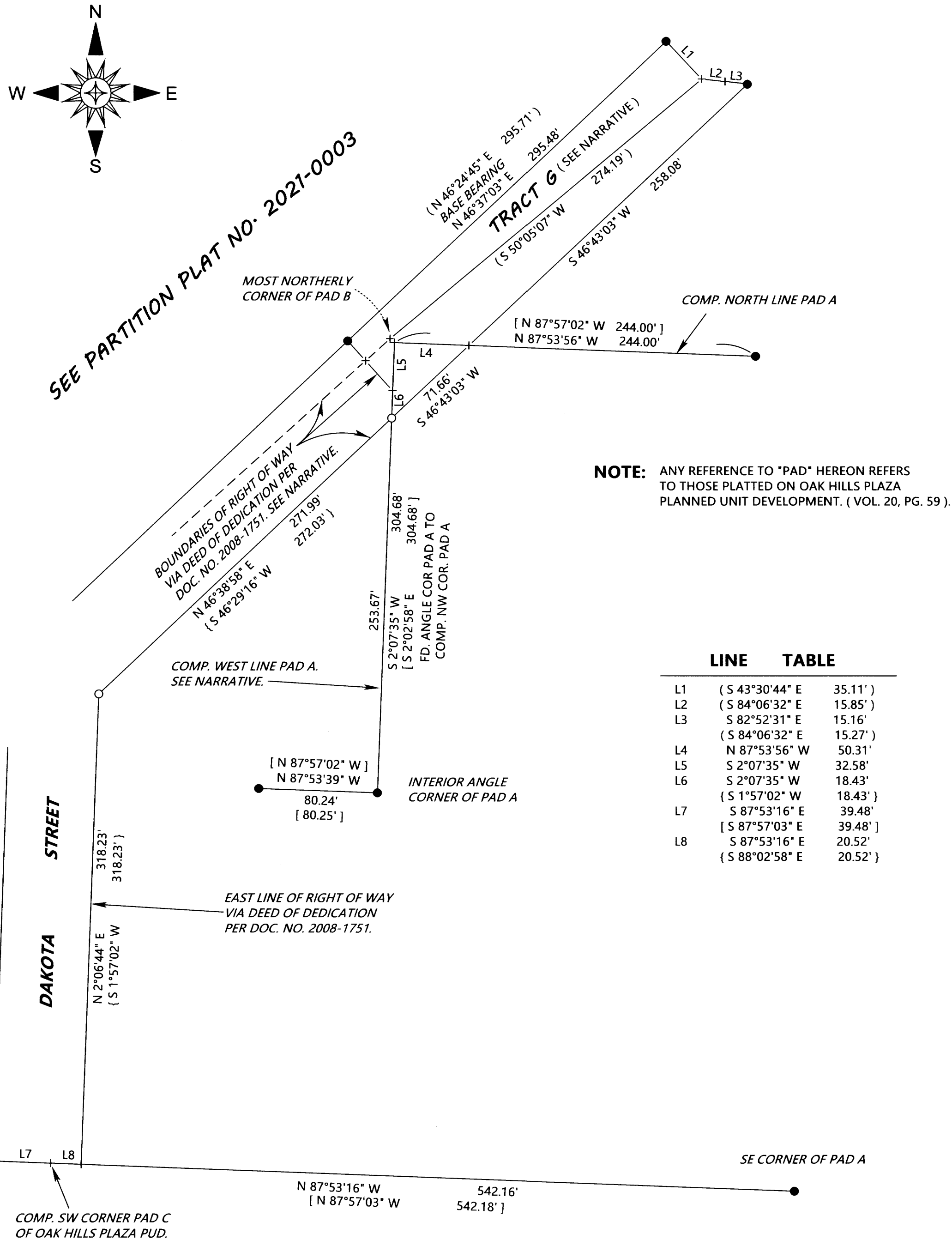
MAP OF SURVEY

LOCATED in the NW 1/4 of Section 19, T. 25 S., R. 5 W., W.M.
in Douglas County, Oregon.

May, 2022

FILED
DATE: 5-11-2022 BY: [Redacted]
This survey consists of:
MAP: M180-75

MAP FILE M180-75



SURVEYED FOR: CITY OF SUTHERLIN
126 EAST CENTRAL AVENUE
SUTHERLIN, OREGON 97479

SURVEYED BY: DAVID EDWARDS LAND SURVEYING
P.O. BOX 361
OAKLAND, OREGON 97462
PHONE: (541) 459-0512



LEGEND

- INDICATES 5/8" DIAM. IRON ROD FOUND.
- INDICATES 5/8" X 30" STEEL REBAR WITH RED PLASTIC CAP MKD. "D.A. EDWARDS-P.L.S. 2339" SET.
- + INDICATES COMPUTED POINT.
- [] DENOTES RECORD DATA PER PLAT OF OAK HILLS PLAZA P.U.D. (VOL. 20, PAGE 59).
- () DENOTES RECORD DATA PER PLAT OF FAIRWAY
ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1. (VOL. 23, PAGE 6).
- { } DENOTES RECORD DATA PER DOCUMENT NUMBER 2008-1751.

SCALE: 1" = 60' COMP. = COMPUTED
BASIS OF BEARINGS: PARTITION PLAT NO. 2021-0003 AS SHOWN.

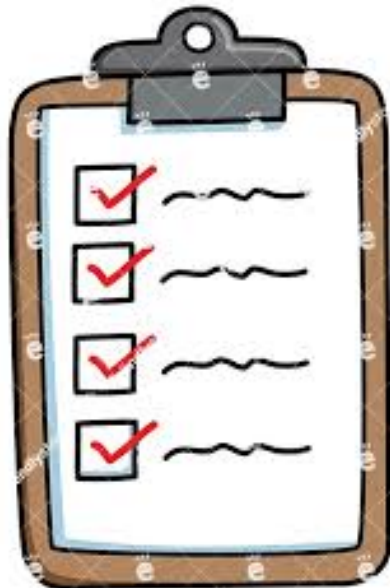
NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO MONUMENT TWO ANGLE CORNERS OF THAT RIGHT OF WAY PER DEED OF DEDICATION AS RECORDED IN DOCUMENT NUMBER 2008-1751, OFFICIAL RECORDS FOR DOUGLAS COUNTY AND TO SHOW CERTAIN TRACTS OF LAND CURRENTLY PROPOSED FOR PUBLIC RIGHT OF WAY. I HOLD TO THE FOUND MONUMENTS SHOWN AND COMPUTE THE SOUTHWEST CORNER OF PAD C IN ORDER TO COMPUTE THE BOUNDARIES OF THAT TRACT DESCRIBED IN DOCUMENT NUMBER 2008-1751. I ROTATE THE BEARINGS PER THAT DEED BY A FACTOR EQUAL TO THE DIFFERENCE IN THE BEARING OF THE WEST LINE OF PAD A PER THAT DEED COMPARED TO THE BEARING OF SAID WEST LINE COMPUTED ON THIS SURVEY. TRACT G REFERRED TO ON THIS SURVEY REFERS TO THE TRACT G CREATED ON THE PLAT OF FAIRWAY ESTATES AT UMPQUA GOLF RESORT PUD PHASE 1 RECORDED IN VOLUME 23, PAGE 6 OF THE PLAT RECORDS. I COMPUTE THE NORTHWEST CORNER OF PAD A USING A DISTANCE-DISTANCE INTERSECTION PER THE PLAT RECORD OF OAK HILLS PLAZA PLANNED UNIT DEVELOPMENT RECORDED IN VOLUME 20, PAGE 59 OF THE PLAT RECORDS. I THEN WRITE LEGAL DESCRIPTIONS OF THE AREAS PROPOSED FOR DEDICATION USING CALLS FOR EXISTING CORNERS AND LINES WHICH WILL HAVE THE EFFECT OF LEAVING NO GAPS OR OVERLAPS.

FIELD CREW: BRANT MILLER AND ERIC SPRINKLE.
EQUIPMENT: NIKON TOTAL STATION.
COMPUTATIONS AND DRAFTING: DAVID EDWARDS.

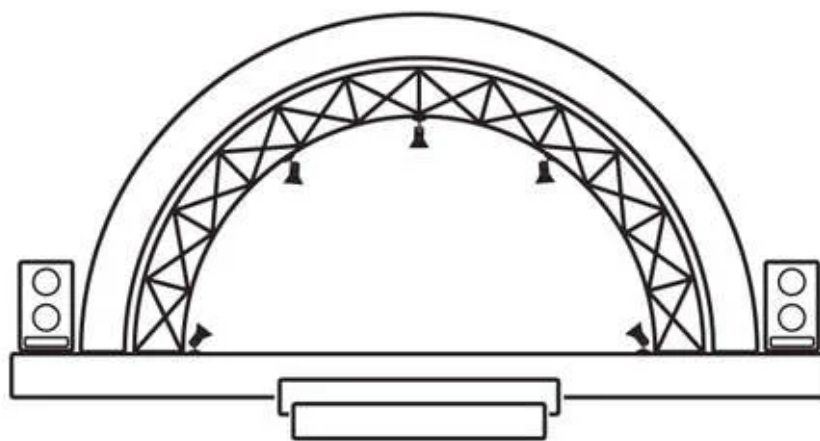


STRATEGIC PLAN UPDATE





Central Park Multi-Use Staging Area Completion Date (verbal)



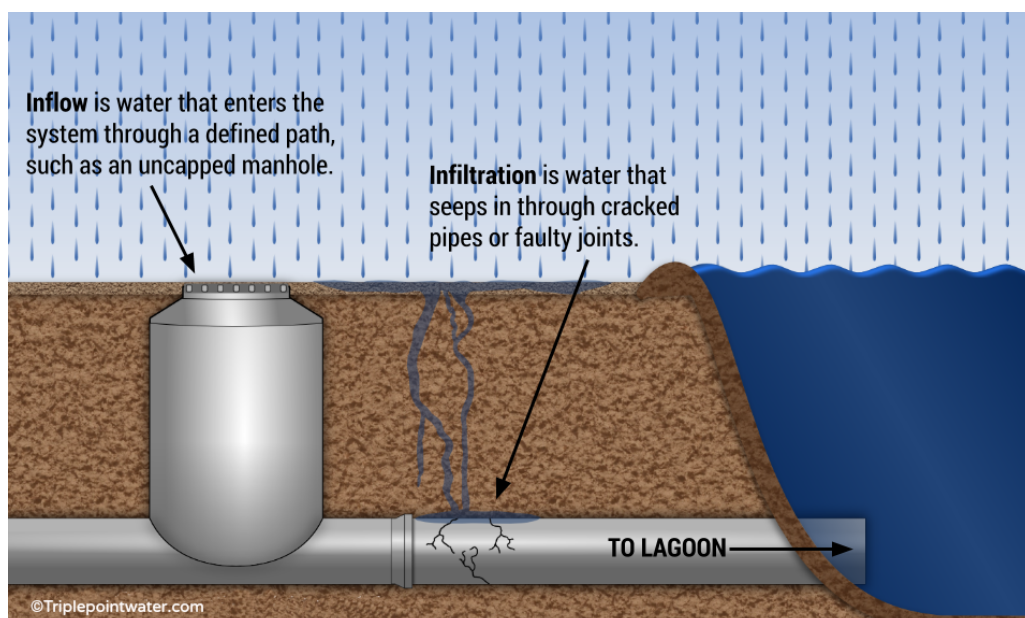


Asphalt Crack Sealing Machine Update (verbal)





Initiate In-Flow and Infiltration Prevention Program (verbal)



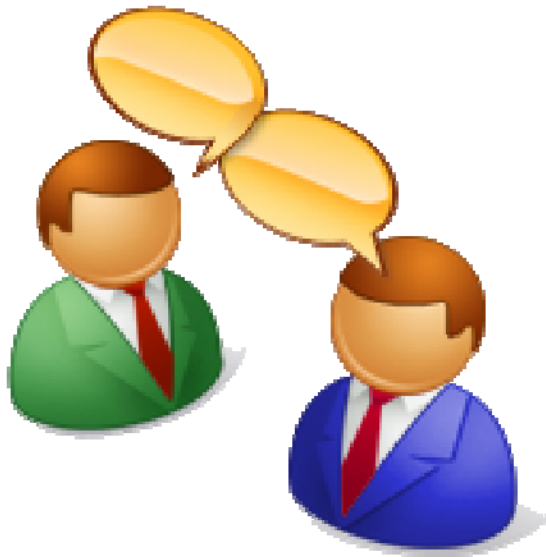


CITY MANAGER REPORT (verbal)





COUNCIL COMMENTS





PUBLIC COMMENT





ADJOURNMENT





FOR YOUR INFORMATION



PUBLIC NOTICE – CITY OF SUTHERLIN

CITY COUNCIL MEETING

The June 13, 2022, City of Sutherlin's City Council Meeting, will begin at 7:00 p.m. in the Civic Auditorium at 175 E Everett. The City has taken steps to utilize current technology in order to make meetings available to the public in compliance with ORS 192.670 – Meetings by Means of Telephone or Electronic Communication. The public is welcome to attend the meeting in person or join via Zoom.

(The Urban Renewal Meeting will begin at 6:30pm, followed by the 7:00pm City Council Meeting.)

Topic: Sutherlin Urban Renewal and City Council Meetings

Time: Jun 13, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84022520597?pwd=RHZrN2NJRzhhbmlVMK3ZST1p4ZldmUT09>

Meeting ID: 840 2252 0597

Passcode: 164637

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 840 2252 0597

Passcode: 164637

Find your local number: <https://us06web.zoom.us/j/kdlfKjdsch>

STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	
JAN 2022				
01/10/22	Finance	Create a street management master plan with funding options	Report new plan and options (Workshop)	✓
01/10/22	CDD/PW-Transportation	Update and refresh Exit 135 sign - complete construction	Report to Council	✓
FEB 2022				
02/14/22	CDD/PW-Facilities/Parks	Inventory/inspect all city structural facilities/develop maint funding plan	Report to Council	✓
02/14/22	CDD/PW-Transportation	Develop "Plan-of-Action" for upgrading Waite St from Central to Southside Rd	Report to Council	✓
02/14/22	Fire	Replace 1992 Pierce Ladder Truck pending Grant award	Report to Council	✓
MAR 2022				
03/14/22	CDD/PW-Facilities/Parks	Ford's Pond Comm Park Improv. Proj. 1 (Phase 2) & Proj 2A/2B (Phase 2)	Construction bid award, present to Council Moved to 2023	↓
03/14/22	CDD/PW-Facilities/Parks	Central Park Multi Use Staging area to be used for several annual events-Award Contract	Present to Council for contract award Moved to April	↓
03/14/22	CDD/PW-Facilities/Parks	Complete Sidewalks from Grove Ln to Nicholas Ct	Bid Award, present to Council moved to May	↓
APR 2022				
04/11/22	CDD/PW-Facilities/Parks	Central Park Multi Use Staging area to be used for annual events-Award Contract	Present to Council for contract award	✓
MAY 2022				
05/09/22	CDD/PW-Transportation	Complete Sidewalks from Grove Ln to Nicholas Ct	Report to Council	✓
05/09/22	CDD/PW-Wastewater	Wastewater Treatment Plant one-year performance report	Report to Council	✓
JUN 2022				
06/13/22	CDD/PW-Facilities/Parks	Central Park Multi Use Staging area to be used for several annual events-complete construction	Report to Council	✓
06/13/22	CDD/PW-Transportation	Purchase Asphalt Crack Sealing Machine	Report to Council	✓
06/13/22	CDD/PW-Wastewater	Initiate a new in-flow and infiltration prevention program	Report to Council	✓
JUL 2022				
AUG 2022				
08/08/22	CDD/PW-Transportation	Complete Sidewalks from Grove Ln to Nicholas Ct	Bid Award	
08/08/22	CDD/PW-Water	Nonpareil WTP modernization improvements	Report to Council after completed	
SEP 2022				
09/12/22	CDD/PW-Facilities/Parks	Complete Sidewalks from Grove Ln to Nicholas Ct	Report to Council	
OCT 2022				
10/10/22	Finance	Long-term Budget forecast	Report to Council	
NOV 2022				

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

Revised 6/1/2022

Melanie Masterfield

From: Melanie Masterfield
Sent: Wednesday, June 8, 2022 10:21 AM
To: Ashley (ashley@bciradio.com); DC Commisioners (commissioners@co.douglas.or.us); Dennis Nakata; Erica Welch; Kyle-KQEN (KYLE@BCIRADIO.COM); Michael Salpino; News Desk (newsdesk@nrtoday.com); Register Guard (rgnews@registerguard.com); Roseburg Beacon (info@roseburgbeacon.com)
Subject: City of Sutherlin Urban Renewal Agency and City Council Meeting Agendas
Attachments: 6.13.22 URA Agenda.pdf; CC JUN 13.22 Agenda.pdf

Good morning. I've attached the agendas for our Urban Renewal Meeting and City Council meeting for June 13th starting at 6:30.



Melanie Masterfield
Deputy City Recorder/Community Engagement Manager
City of Sutherlin
126 E Central Ave
Sutherlin, OR 97479
541-459-2857
m.masterfield@ci.sutherlin.or.us

****NOTICE**** This email is a public record of the City of Sutherlin, Oregon, and is subject to the State of Oregon Retention Schedule and may be subject to public disclosure under the Oregon Public Records Law. This email, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please send a reply email to let the sender know of the error and destroy all copies of the original message.

****DO NOT REPLY ALL****