



**City of Sutherlin
Regular Council Meeting
Monday, July 12, 2021
Civic Auditorium – 7:00 p.m.**

AGENDA

Council President Sumner

Councilors Boggs, Groussman, Hamilton, Vincent and Whitaker

- 1. CALL TO ORDER / FLAG SALUTE**
- 2. ROLL CALL**
- 3. INTRODUCTION OF MEDIA**

4. SWEARING IN OF NEW MAYOR

5. 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.]

6. PRESENTATIONS

- a. Outgoing Mayor Recognition

7. CONSENT AGENDA

- a. June 14, 2021 Minutes – Regular Meeting
- b. Music Off Central – Liquor Liability Waiver

8. COUNCIL BUSINESS

- a. Fire Brush Engine Purchase Approval
- b. Cardiac Monitor Purchase Approval
- c. Declaring a Vacancy & Establishing a Process
- d. Resolution 2021.10 – Surplus of City Property
- e. Procurement Authorization – Purchase of Police Patrol Vehicle

9. STRATEGIC PLAN UPDATE (Reports in Council Packet)

- a. Personnel Policy Review by CIS
- b. Central Plaza Park
- c. Traffic Impact Study – Dakota Street and Industrial Park
- d. Street Light Upgrade
- e. AED Purchase Update

10. CITY MANAGER REPORT (Verbal)

11. CITY COUNCIL COMMENT

12. PUBLIC COMMENT

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

13. ADJOURN

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





Swearing-In New Mayor





City of Sutherlin

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

OATH OF OFFICE

State of Oregon

County of Douglas

ss. City of Sutherlin

City of Sutherlin

I, Seth Vincent, do solemnly swear, that I will support the Constitution of the United States, the State of Oregon, and the Charter of the City of Sutherlin; all Federal and State Laws, and Ordinances of the City of Sutherlin, and that I will, to the best of my ability, faithfully perform the duties of Mayor during my continuance therein, so help me God.

Seth Vincent

Subscribed and sworn to before me this 12th day of July, 2021.

Diane Harris, CMC
City Recorder
City of Sutherlin

Notary for Douglas County, State of Oregon



PUBLIC COMMENT

Agenda Items only





PRESENTATIONS





OUT - GOING MAYOR RECOGNITION





Consent Agenda



CITY OF SUTHERLIN
City Council Meeting
Civic Auditorium
Monday, June 14, 2021 – 7:00 p.m.

COUNCIL MEMBERS:

Tom Boggs, Joe Groussman, Debbie Hamilton, Michelle Sumner, Seth Vincent and Larry Whitaker

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

Finance Director, Tami Trowbridge

City Recorder, Diane Harris

Deputy City Recorder, Melanie Masterfield

Community Development Director, Brian Elliott

Community Development Specialist, Kristi Gilbert

Public Works Supervisor, Gary Fugate

Police Chief, Troy Mills

Fire Chief, Mike Lane

Urban Renewal Administrator, Pat Lynch

City Attorney, Chad Jacobs (via Zoom)

Audience: Chuck & Peggy Brummel

Zoom: Jim Houseman

Meeting called to order by Mayor, Todd McKnight at 7:00 p.m.

Flag Salute:

Roll Call: All Present

****Mayor McKnight formally announced his resignation, effective at the conclusion of Executive Session, at which point Council President Sumner will continue.****

Media: None

PUBLIC COMMENT (agenda items only)

- None

CONSENT AGENDAS

- a. May 10, 2021 minutes – Regular Meeting
- b. May 17, 2021 minutes – Mini Meeting
- c. IGA – Inmate Housing

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

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Ordinance No. 1085 – Development Code (second reading & adoption)**

City Recorder, Diane Harris, read the Ordinance by title only: *“AN ORDINANCE OF THE CITY OF SUTHERLIN ADOPTING TEXT AMENDMENTS TO THE SUTHERLIN DEVELOPMENT CODE.”*

Staff Report – Community Development Specialist, Kristi Gilbert, all information was in the staff report and was available to answer questions.

MOTION made by Councilor Sumner to approve Ordinance No. 1085 – Development Code (second reading & adoption) as presented; second by Councilor Hamilton.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Public Hearing & Resolution 2021.05 – 2020-21 FY Supplemental Budget Adjustment**

Staff Report - Finance Director, Tami Trowbridge, this public hearing is for interested parties to speak regarding proposed changes to the fiscal year 2020-21 budget. Due to a clerical error, the Valentine Street Improvements project was not eligible to be funded by Exchange Funds.

Mayor McKnight opened the Public Hearing at 7:05 p.m.

Mayor McKnight asked if there were any public comments. *None were given*

The Public Hearing closed at 7:05 p.m.

- **Resolution 2021.05 – 2020-21 FY Supplemental Budget Adjustment**

MOTION made by Councilor Whitaker to approve Resolution No. 2021.05 – 2020-21 FY Supplemental Budget as presented; second by Councilor Vincent.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Public Hearing & Resolution 2021.06 – State Revenue Sharing**

Staff Report – Trowbridge, this is the first of two resolutions required by the State of Oregon in order to receive funds.

Mayor McKnight opened the Public Hearing at 7:07 p.m.

Mayor McKnight asked if there were any public comments. *None were given*

The Public Hearing closed at 7:08 p.m.

- **Resolution 2021.06 – Election to Receive State Revenue Sharing**

MOTION made by Councilor Hamilton to approve Resolution No. 2021.06 – Election to Receive State Revenue Sharing as presented; second by Councilor Groussman.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Resolution 2021.07 – Certifying City Services**

Staff Report – Trowbridge, this is the second of two resolutions that are required by the State of Oregon in order to receive State Revenue Sharing Funds. Funding eligibility requires the City to certify that at least four of seven services are provided. The seven categories are:

- Police Protection
- Fire Protection
- Street Construction – Maintenance and Lighting
- Sanitary Sewer
- Storm Sewer
- Planning, Zoning, Sub-Division Control
- One or more utility service (ex: water)

The City meets those requirements.

MOTION made by Councilor Sumner to approve Resolution No. 2021.07 – Certifying City Services as presented; second by Councilor Vincent.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Public Hearing & Resolution 2021.08 – 2021-22 Budget Adoption**

Staff Report – Trowbridge, summarized the 2021-22 City Budget that was previously approved by the budget committee on May, 17, 2021 in the amount of \$36,320,838.

Mayor McKnight opened the Public Hearing at 7:11 p.m.

Mayor McKnight asked if there were any public comments. *None were given.*

The Public Hearing closed at 7:12 p.m.

- **Adoption of 2021-22 Fire Budget**

Per City Attorney, Resolution 2021.08 – Adoption of City Budget, needed to be broke down into three sections, requiring three separate votes as stated by the Oregon Government Ethics Commission.

****Mayor McKnight declared an actual conflict of interest due to his brother’s employment with the Sutherlin Fire Department and will abstain from discussion and voting.**

MOTION made by Councilor Boggs to approve adoption of 2021-22 Fire Budget as presented; second by Councilor Vincent.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman and Sumner

Abstained: Mayor McKnight

Opposed: None

Motion carried.

- **Adoption of 2020-21 Remaining City Budget**

MOTION made by Councilor Vincent to approve adoption of 2020-21 Remaining City Budget as presented; second by Councilor Sumner.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Adoption of Resolution 2021.08 – City Budget 2021-22**

Per local budget law, a final budget approval is required.

****Mayor McKnight declared an actual conflict of interest due to his brother’s employment with the fire department and will abstain from discussion and voting.**

MOTION made by Councilor Sumner to approve Resolution 2021.08 – Adoption of Resolution as presented; second by Councilor Whitaker.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman and Sumner

Abstained: Mayor McKnight

Opposed: None

Motion carried.

- **Resolution 2021.09 – IFA Amendment #1 – Nonpareil Water Treatment Plant Improvements (NPWTP)**

Staff Report – Community Development Director, Brian Elliott, Oregon Business Development Department (OBDD) requires a resolution for this amendment. IFA Amendment #1 – NPWTP Improvements, in the amount of \$1,915,792, was previously approved by Council on March 8, 2021

MOTION made by Councilor Whitaker to approve Resolution 2021.09 – IFA Amendment #1 - NPWTP as presented; second by Councilor Groussman.

Discussion:

- Councilor Groussman – Will East Ave. obtain 20 PSI with the plant improvements? **Elliott – No.** What can be done to improve the PSI? **Add an additional water storage tank east of town.**
- Councilor Boggs – Is there a change in cost? **Elliott – No changes, figures are the same as discussed at the March 8th Council meeting.**

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

WORKSHOP

• Water Outside City Limits

Staff Report – Gilbert, explained water outside city limits feasibility with a PowerPoint presentation.

Topics discussed were:

- Statewide Planning Goal 11
 - Comprehensive Plan & Urban Growth Management Agreement (UGMA)
 - Amendments to Codes
 - Amendment Timeline
 - Potential Water Service Locations
 - Number of Potential Connections to Existing Main Lines
 - Water Pressure (PSI) of Existing Lines
 - Annexation Requirements
 - Backflow Requirements
 - Curtailment
 - Charges (SDC's & Water Rates)
-
- Councilor Whitaker – Will each individual homeowner absorb the entire cost of extending the water line and hook-up? **Elliott – Yes, for those homeowners where infrastructure isn't in place.**
 - Councilor Hamilton – If the water line parallels a residence, can they hook-up to City water? **Elliott – For the current distribution lines, there are roughly 48 residences, outside the Urban Growth Boundary, that are eligible for service without extending the water lines.** Do the water lines extend the length of Northside Rd.? **No.**
 - Councilor Groussman – If this project moves forward, do we have to allow everyone the same access? **No, it's only for existing dwellings. It would be Council's choice for hook-up locations.**
 - Councilor Boggs – Has the City been approached by citizens wanting City water hook-up? **Gilbert – There's been a few but those residences would require the distribution line extension.** Suggested holding a public meeting for citizens to learn information. **We've identified those residences that have water hook-up capabilities and those that require the water line extension. Asking for Council's further direction.**
 - Mayor McKnight - Would the water rates be higher outside City limits? **Gilbert – SDC's would remain the same, however, connection fees could be higher depending on volume of installation of lines. Water Rates would be at Council's discretion.**
 - **City Manager, Jerry Gillham – The citizen group interested in services should organize a meeting with City staff. Doesn't want staff to be the driving force.**

Further discussion ensued between Councilors and Gilbert.

STRATEGIC PLAN UPDATE

• Schoon Mtn Pump Replacement Tank and Sixth & Oak Pump Station

Staff Report – Public Works Supervisor, Gary Fugate, explained that the projects are complete and satisfactory.

Councilor Boggs – What are we negotiating? **Elliott – Working on the change orders.**

Councilor Sumner – Did we receive a discount on the Schoon Mtn Storage Tank for it being cracked? **Elliott – The tank manufacturer gave a one year warranty (standard), Fackler Construction gave a five year warranty for their work.**

- **Street Management Masterplan w/funding Options Timeline Report**

Staff Report – Gillham, staff will be bringing Council a Street Maintenance Masterplan with funding options. Aaron Swan, Public Works Director, compiled an outline for the masterplan to include: Existing Streets that need to be continually maintained; Street Projects that will include curb, gutter, sidewalk to improve the street system; and other street projects that are put on hold. The next step is to have an engineer more precisely estimate the costs associated with these projects.

CITY MANAGER REPORT

- Nothing to report

COUNCIL COMMENTS

Councilor Boggs

- Ford's Pond is looking really good. Outstanding.
- Thanked Public Works for patching the pavement holes on Ft. McKay Rd.

Councilor Vincent

- Received a citizen complaint of incidences at Ford's Pond. *Police Chief, Troy Mills – Taken care of.*
- Asked Public Works about the E. Sixth Ave. connection from to St. John's St. to Sherwood St. were pavement meets gravel, has ruts and potholes. *Fugate – Patched with gravel June 11, 2021.*

Councilor Whitaker

- None

Councilor Hamilton

- Thanked the Lion's Club and all involved for displaying flags in observance of Memorial Day.
- Has the pothole in the street by the dog park been fixed? *Fugate – We'll take care of that on Tuesday.*
- Mayor McKnight will be missed.

Councilor Groussman

- Are we using a street sweeper that we purchased and is it on a schedule? *Fugate – Since COVID, it hasn't been on a schedule but it soon will be.*

Councilor Sumner

- Ford's Pond looks awesome.
- Thanked Jim Houseman and everyone involved.
- Asked for some extra police patrol around Central Park for some overnight camping.
- Thanked Mayor McKnight for his service.

Mayor McKnight

- Moving outside city limits so that's why he's stepping down as Mayor.
- This has been one of the best Council's Sutherlin has had.
- Thanked staff for all their hard teamwork.
- Thanked the public for support and the opportunity to serve.

PUBLIC COMMENT

- None

****Mayor announced that Council will recess into Executive Session called under ORS 192.660(2)(i) – Performance Evaluations of Public Officers and Employees. Council will reconvene into regular session in approximately 30 minutes.**

EXECUTIVE SESSION:

Executive Session called to order at 8:00 p.m.

Executive Session adjourned at 8:19 p.m.

****Regular Council session reconvened with Council President Sumner presiding.**

DECLARING A VACANCY

MOTION made by Councilor Hamilton to accept Mayor McKnight's resignation and declare a vacancy; second by Councilor Whitaker.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman and Sumner

Opposed: None

Motion carried unanimously.

NEXT STEPS

Council President Sumner informed Council of two options to fill the vacancy:

Option #1: Appoint a new Mayor this evening for the City of Sutherlin, effective upon swearing-in at July 12, 2021 Council meeting.

Option #2: Council can defer making the appointment for Mayor to a future Council meeting.

After discussion, Council unanimously chose to appoint Councilor Vincent as Mayor. Councilor Vincent accepted the nomination.

MOTION made by Councilor Hamilton to appoint Councilor Vincent as Mayor of the City of Sutherlin effective upon swearing-in at July 12, 2021 Council meeting as nominated; second by Councilor Whitaker.

Discussion: None

In Favor: Councilors Boggs, Vincent, Whitaker, Hamilton, Groussman, Sumner and Mayor McKnight

Opposed: None

Motion carried unanimously.

ADJOURNMENT

With no further business, meeting adjourned at 8:23 p.m.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield, Deputy City Recorder

Michelle Sumner, Council President



City of Sutherlin

STAFF REPORT					
Re: Special Events Liquor Waiver – Music Off Central				Meeting Date:	July 12, 2021
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Diane Harris, City Recorder				City Manager Review	☒
Attachments: Facility User Agreement & Event Flyer					

WHAT IS BEING ASKED OF COUNCIL?

To approve the use of alcohol in Central Park for the 2021 Music Off Central concert events. This item has been presented to council for approval each year that Music Off Central events have taken place.

EXPLANATION

This event is starting its ninth season and is co-sponsored by the City, Chamber of Commerce, and Sutherlin Downtown Development, Inc. Our current code (12.36.270) requires a permit with insurance liability waiver. As such, the Chamber has liability insurance and while the city is also a sponsor, this requirement of the code is therefore met.

OPTIONS

N/A

SUGGESTED MOTION(S)

Since this agenda item is included in the Consent Agenda, the suggested motion is to approve the Consent Agenda as presented. However, if pulled from the Consent Agenda will then require a separate motion to approve, amend or not approve the use of alcohol in Central Park for the 2021 Music Off Central events.



City of Sutherlin

PARK AND FACILITY USE AGREEMENT/PERMIT

SECTION I: USER INFORMATION

Name/Organization: Sutherlin Area Chamber of Commerce Today's Date: 6-8-21
Phone: 541-459-3280 Email: executivedirector@visitsutherlin.com
Event/Activity: Music Off Central Date of Event: 7-23, 7-30, 8-6, 8-13
Hours of Use: 4pm to 8pm event from 6-8pm 297-7859 Fridays

SECTION II: FACILITIES/GROUNDS REQUESTED

☒		PAID	☒		NO CHARGE
☐	Community Center – Main		☒	Central Park	
☐	Community Center – Main w/ Kitchen		☐	Festival Grounds	
☐	Community Center – Meeting Room		☐	Ford's Pond	
☐	Community Center – Meeting Room w/ Kitchen		☐	Hartley Park	
☐	Community Center – Kitchen Only		☒	Pavilion – Central Park	
☐	Community Center – Entire Center		☐	Pavilion – Red Rock Grounds	
☐	Community Center - Deposit		☐	Red Rock Sports Park	
☐			☐	Rodeo Grounds	

ACTIVITY/ EVENT INFORMATION

Is the activity open to the public? Yes ☒ No ☐ If yes, liability insurance required as described in "Rules of Use"

Alcohol Present? ^{*}Yes ☐ No ☐ If yes, OLCC and/or Alcohol use permit required date: City Recorder * Asking Council for permission for attendees

EXCLUDING COMMUNITY CENTER, are utilities required? Yes ☒ No ☐ to bring their own - per prior years -

Circle needed service: ☐ Water ☒ Electricity

SECTION III: RULES OF USE

- LIABILITY:** During event or period of activity, User may be required, at own expense, to provide a certificate of general liability insurance naming the City and its elected officials, officers, employees and against, as additional insured, with a 30-day notice of cancellation in an amount not less than \$2 million combined limit per occurrence. User will be required to file with the City a certificate of insurance and an endorsement showing the City as an additional insured before using City property.
- FACILITY/PROPERTY CONDITION:** The City makes no representation as to the suitability of City property/facility for the proposed User event/activity. During User event/activities, User must maintain City facilities/properties in a good, clean and safe condition. All movable decorations, displays and hazardous materials and objects must be removed so as to allow other possible users to enter and hold events/activities. All rubbish and garbage must be properly disposed of.

july 16 PRE CONCERT
SPECIAL EVENT!
COMMUNITY PARADE 7 PM
MOVIE IN THE PARK 8 PM

july 23
FRANK McCracken
& THE FIRECRACKERS
ROCK & COUNTRY
THE BUN STUFFER
WAILANI SHAVE ICE

july 30
FOLK TOWN BOOGIE
ROCKABILLY, BLUES
& FOLK ROCK
THE BUN STUFFER
WAILANI SHAVE ICE

august 6
WE'RE NOT ELVIS
COUNTRY / ROCK
COVER & DANCE BAND
THE ONLY JUAN

august 13
FLASHBACK
CLASSIC ROCK & ROLL
1950-1990s
ROLLING THUNDER BBQ
WAILANI SHAVE ICE

MUSIC OFF CENTRAL

SUMMER CONCERTS
FRIDAYS 6-8 PM, CENTRAL PARK, SUTHERLIN

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The News-Review



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MUSIC OFF CENTRAL

PARK RULES AND REGULATIONS

All City of Sutherlin Park regulations apply to patrons of the concerts. The following regulations are of significance to the concert patrons and may be variations from usual policy. In addition, the following regulations apply to those areas of Central Park used for Music Off Central between the hours of 6 & 8 p.m. on concert evenings.

- Skates, skateboards, roller blades and bicycles are not to be ridden during the concerts in the concert site area.
- Friendly dogs on leash only.
- Amplified music and excessive noise are prohibited.
- No fireworks may be set off during concerts.
- Alcohol may be consumed during concerts but may not exceed 12% by volume.
- Dancing is allowed but may not prevent the enjoyment of the concerts by other patrons.
- Smoking is allowed only on the downwind perimeter of the concert seating area.
- No patron may prevent others from enjoying the concert to its fullest.
- Security officers may remove patrons from concert when it is deemed that they are unwilling to abide by the regulations and/or when their actions are unlawful or pose potential harm to themselves or others.

july 16 PRE CONCERT
SPECIAL EVENT!
COMMUNITY PARADE 7 PM
MOVIE IN THE PARK 8 PM

For more information call 541-459-3280 or VisitSutherlin.com

Sutherlin
AREA-
CHAMBER of COMMERCE
VISITORS CENTER
Supporting Business Today For A Better Tomorrow



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: New Brush Engine Purchase Approval				Meeting Date:	7/12/2021
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Fire Chief, Mike Lane				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

To formally approve the purchase of a 2022 Ford F-450 4x4 Crew Cab and Chassis; Aluminum flatbed mount with diamond plate boxes and tank/pump mount – purchase through Cascade Fire Equipment; and installation of emergency lighting and radio – purchase through Wire Works LLC.

EXPLANATION

The 2005 brush engine is scheduled to be replaced during the 2021/2022 budget year. Gresham Ford was the low bidder, in the amount of \$51,413.44. This vehicle will be delivered to Cascade Fire Equipment in Medford for installation of a new aluminum flatbed, diamond plate tool boxes and tow hitch. They will mount the tank and pump slide-in unit from rig #1682 onto the new vehicle. The new brush engine will go to Wire Works, LLC to have all emergency lighting, radio and siren installed.

Gresham Ford	Chassis	\$51,413.44
Cascade Fire Equipment	Flatbed/Tank Install	\$22,398.00
Wire Works LLC	Radio/Lighting	\$12,226.20
FX Graphics	Graphics	\$250.00
Misc. Equipment		\$750.00

Total cost for this unit will be \$87,037.64.

OPTIONS

N/A

SUGGESTED MOTION(S)

Approve the purchase of a 2022 Ford from Gresham Ford; Flatbed/Tank install from Cascade Fire Equipment; and Radio/Lighting from, Wire Works LLC to make an operational brush unit in the amount of \$87,037.64.



126 E. Central Avenue
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541-459-2856
Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Cardiac Monitor Purchase Approval				Meeting Date:	7/12/21
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Fire Chief, Mike Lane				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

To approve the purchase of a new Zoll Cardiac Monitor in the amount of \$34,247.50.

EXPLANATION

The department is currently operating with some cardiac monitors that are over 20 years old. This is well over their expected lifespan of 7-10 years. This piece of equipment we use on the majority of our EMS calls. These monitors analyze heart rhythms, transmit 12 lead rhythms to the hospital, and obtain vital signs. We currently have one newer Zoll Monitor. This purchase will allow us to have a reliable monitor at each station.

The cost of this device is \$34,247.50. Funds are budgeted in the Fire Reserve Fund for this piece of equipment. We will not pay for it until we receive it.

OPTIONS

N/A

SUGGESTED MOTION(S)

To approve the purchase of a new Cardiac Monitor from Zoll Corporation in the amount of \$34,247.50



City of Sutherlin

126 E. Central Avenue
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541-459-2856
Fax: 541-459-9363
www.cityofsutherlin.com

STAFF REPORT					
Re: Declaring a Council Vacancy and Establishing a Process				Meeting Date:	7/12/2021
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☒	Update ☐
Submitted By: Diane Harris, City Recorder				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

As stated in Sutherlin's City Charter, council is required to declare a vacancy for the position previously held by Councilor Seth Vincent.

EXPLANATION

At the June 14th Council Meeting, Todd McKnight formally announced his resignation as Mayor due to the fact that he will be moving outside of the city limits. As required by the City Charter, council accepted Mayor McKnight's resignation and declared a vacancy. Council passed a motion unanimously to appoint Councilor Seth Vincent as Mayor who will fill out the remainder of the outgoing Mayor's term ending December 31, 2022.

Staff is also requesting council's direction to establish a process for filling that vacancy.

OPTIONS

To establish a process for filling the vacancy by resolution or by providing direction to staff regarding the advertisement of the open seat.

SUGGESTED MOTION(S)

Motion to declare a vacancy for the Councilor position vacated by Councilor Vincent with the term ending December 31, 2024.



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Fax: 541-459-9363
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City of Sutherlin

STAFF REPORT					
Re: Declaring Police Department Surplus of City Property – Resolution 2021.10				Meeting Date:	7/12/2021
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Troy Mills, Police Chief				City Manager Review	☐
Attachments: Resolution 2021.10					

WHAT IS BEING ASKED OF COUNCIL?

The Sutherlin Police Department has one 1999 Ford Taurus, one 2006 Ford Taurus, one 2014 Chevy Tahoe patrol vehicle that is retired and/or are at the end of their useful life that are no longer capable of providing services for the Sutherlin community. It is requested that the city surplus the three vehicles.

EXPLANATION

The following vehicles and equipment will be listed on the resolution for surplus:

- 1) 1999 Ford Taurus Wagon (811)
VIN: 1FAFP58U2XG301709
- 2) 2006 Ford Taurus
VIN: 1FAFP53U66A190459
- 3) 2014 Chevrolet Tahoe (806)
VIN: 1GNLC2E0XER217106

OPTIONS

N/A

SUGGESTED MOTION(S)

Approve Resolution 2021.10 – Surplus of City Property

Not approve Resolution 2021.10 – Surplus of City Property

RESOLUTION NO. 2021.10

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

The City Council of Sutherlin finds that:

1. 1999 Ford Taurus Wagon (811)
VIN: 1FAFP58U2XG301709
2. 2006 Ford Taurus (808)
VIN: 1FAFP53U66A190459
3. 2014 Chevrolet Tahoe (806)
VIN: 1GNLC2E0XER217106
 - A. Equipment listed reflects equipment no longer needed for the public purpose for which it was acquired, and is therefore surplus property, and
 - 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, and

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 ____, 2021

APPROVED BY THE MAYOR ON THIS ____ DAY OF ____, 2021

Seth Vincent, Mayor

ATTEST:

Diane Harris, City Recorder, CMC



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City of Sutherlin

STAFF REPORT					
Re: Procurement Authorization – Purchase of One (1) Patrol Vehicle				Meeting Date:	7-12-2021
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Police Chief, Troy Mills				City Manager Review	☐
Attachments: Purchase quote and build sheet from LEHR					

WHAT IS BEING ASKED OF COUNCIL?

Staff is requesting that City Council approve the purchase of one police patrol vehicle for the Police Department.

EXPLANATION

During the budget preparation and presentation for FY2021/2022 the Sutherlin Police Department requested a project cost of \$60,000 in the Capital Improvement Plan to procure and replace one new patrol vehicle that is at the end of its service life. This report is to comply with the Sutherlin Municipal Code Ordinance 2.36.030, and request that this procurement be approved so that the new vehicle can be purchased.

This is a purchase from LEHR (formally Auto Additions) with a base purchase price that is at or below the State bid price (verified with the vendor). As a result, there will be no competitive bid process. The outfitting/build up for this emergency police department vehicle will be performed by LEHR as well. The purchase price for this vehicle is \$34,879.18 for a 2021 Dodge Durango Pursuit Utility AWD (see the attachments). LEHR vehicle outfitting price is \$17,099.30. The total cost of this vehicle, \$51,978.48 plus a possible up to 5% increase (\$54,577.04) at the time of order due to available supply.

Staff is requesting that Council authorize the procurement of this police patrol vehicle.

OPTIONS

N/A

SUGGESTED MOTION(S)

- 1) Approve the procurement of the vehicle as presented, or;
- 2) Approve the procurement of the vehicle with amendments, or;
- 3) Not approve the procurement of the vehicle.



Sales Quote

Page: 1

3925 Fairview Industrial Dr SE Salem, OR 97302
Phone: 503-393-3910 Fax: 503-393-7265

Quote Number: 28402
Document Date: 2/8/2021
Terms: Net 30
Payment Method:

Sell Sutherlin Police Department
To: Troy Mills
126 E. Central Avenue
Sutherlin, OR 97479
Phone: 541-459-2211

Ship Sutherlin Police Department
To: Troy Mills
126 E. Central Avenue
Sutherlin, OR 97479
Phone:

Ship Via Installation at Lehr
Location: Lehr - Salem
Blanket PO:

Customer ID 65820
SalesPerson Doug Fowler

Vehicle Information:

Item No.	Description	Category	Quantity	Unit Price	Total Price
VEHICLE	2021 DURANGO PURSUIT 5.7L V8 AWD	OTHER	1	34876.18	34,876.18
	FRONT END EQUIPMENT				
DR0004	GEN1 DURANGO HARNESS 21 ATC & 4 MAXI UNDERHOOD	PATROLPO	1	625.00	625.00
SA315P	SIREN SPEAKER 100W	WHELENPR	1	213.20	213.20
SAK54	SPEAKER BRACKET	WHELENPR	1	28.70	28.70
IONJ	ION LIGHT RED/BLUE-GRILL LIGHTS	WHELENPR	2	89.99	179.98
L	LABOR CHARGES-THIS SECTION	LABOR	1	510.00	510.00
	SIDE MOUNTED EQUIPMENT				
LINSV2B	LINZ V BLUE	WHELEN	1	171.50	171.50
LINSV2R	LINZ V RED	WHELEN	1	171.50	171.50
LSVBKT44	LINSV MIRROR MT KIT DURANGO	WHELEN	1	18.20	18.20
IONR	ION SERIES LED LIGHTHEAD- RED-REAR 1/4 WINDOW. DRV	WHELENPR	1	89.99	89.99
IONB	ION SERIES LED LIGHTHEAD- BLUE-REAR 1/4 WINDOW PAS	WHELENPR	1	89.99	89.99
L	LABOR CHARGES-THIS SECTION	LABOR	1	425.00	425.00
	ROOF MOUNTED EQUIPMENT				
IB8DEDE	48" LIBERTY II DUO, RW/BW C&F, RA/BA REAR TA	WHELENLB	1	1799.00	1,799.00
STPKT85	STRAP KIT DURANGO	WHELEN	1		
NMOKHFUD25	COAX CABLE	RADIO	2	26.00	52.00
NMOCAPB	RAIN CAP LARSON	RADIO	1	7.95	7.95
MMGSK	NMO 3/4" GASKET	RADIO	1	4.75	4.75
L	LABOR CHARGES-THIS SECTION	LABOR	1	255.00	255.00
	OFFICER AREA				



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C-VS-2300-DUR	VEHICLE SPECIFIC 23" CONSOLE 2021 DURANGO POLICE P	HAVIS	1	447.35	447.35
C-EB40-CCS-1P	FACE PLATE 1 PC 4"	HAVIS	1		
C-EB25-XTL-1P	FACE PLATE 1 PC 2.5"	HAVIS	1		
C-FP-2	FACE PLATE 2"	HAVIS	1	9.52	9.52
C-FP-5	FACE PLATE 5"	HAVIS	1	11.25	11.25
C-CUP2-I	CON,ACSY,CUP HOLDER 4"	HAVIS	1	36.34	36.34
C-ARM-102	SIDE MOUNT ARMREST 2.75" WIDE PAD	HAVIS	1	59.70	59.70
C-AP-0325	ACCY BOX 3"	HAVIS	1	39.80	39.80
C-LP2-PS1-USB	FACE PLATE 1.5" 2 POWER OUTLETS, 1 DUAL 2.4A USB	HAVIS	1	98.34	98.34
C-HDM-204	POLE,TELE,HDM,S	HAVIS	1	146.22	146.22
C-MD-119	11" SLIDE ARM	HAVIS	1	272.44	272.44
MMSU-1	MAGNETIC MIC KIT	MAGMIC	1	34.95	34.95
AA-MP-90	MIC BKT 90 DEG	AUTOADDI	1		
22052	CHARGE SLEEVE	STRMLIGHT	1	9.64	9.64
22051	DC CHARGE CORD	STRMLIGHT	1	10.81	10.81
WEI-002	DUAL GUN MNT (MEDIUM LOCKS)	WEISERSOL	1	332.64	332.64
805-0022-00	STALKER DUAL KT	MISC	1	2275.00	2,275.00
	CUST. SUPPLIED REMOTE HEAD RADIO KIT				
	CUST. SUPPLIED AXON VIDEO SYSTEM, 2 CAM+BWC				
	RADIO REPEATER WITH FILTERS				
L	LABOR CHARGES-THIS SECTION	LABOR	1	2040.00	2,040.00
	PRISONER TRANSPORT				
PSSP6714D18A	POLY CENTER SLIDER WINDOW W/EXP METAL	PROGARD	1	819.40	819.40
S6705D18OSB	ABS STD TRANSPORT SEAT W/REAR SCRIN & OSB KIT	PROGARD	1	1490.90	1,490.90
FP67D18	ABS FLOOR PAN 18 DURANGO	PROGARD	1	188.70	188.70
WBP67NPD18	PAIR POLY WINDOW BARS OEM DP'S ONLY	PROGARD	1	217.60	217.60
61161	6" ROUND DOME LIGHT WHT	GROTE	1	10.81	10.81
L	LABOR CHARGES-THIS SECTION	LABOR	1	722.50	722.50



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Customer ID 65820
SalesPerson Doug Fowler

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REAR MOUNTED EQUIPMENT					
CCSRNT36	CENCOM SAPPHIRE W/TA CONN, ROTARY CH	WHELENPR	1	685.33	685.33
IONB	ION SERIES LED LIGHTHEAD- BLUE-REAR WINDOW	WHELENPR	1	89.99	89.99
IONR	ION SERIES LED LIGHTHEAD- RED-REAR WINDOW	WHELENPR	1	89.99	89.99
VTX609B	VERTEX SUPER-LED LIGHT BLUE-BU HOUSINGS	WHELENPR	2	72.90	145.80
E-123	RELAY 30A-BACK FLASH VIA CARBIDE	MISC	3	6.95	20.85
TLIB	ION T-SERIES LINEAR SUPER-LED, BLUE-HATCH	WHELENPR	1	74.49	74.49
EDGE		MO			
TLIR	ION T-SERIES LINEAR SUPER-LED, RED-HATCH EDGE	WHELENPR	1	74.49	74.49
11.1005SF	Flasher -BACK FLASH`	ABLE2	1	33.19	33.19
L	LABOR CHARGES-THIS SECTION	LABOR	1	977.50	977.50
MSC.					
GRAPHICS	GRAPHIC PACKAGES-PRODUCE AND INSTALLED	OTHER	1	545.00	545.00
INSTALL	INSTALL MATERIALS	OTHER	1	175.00	175.00
F	Shipping Charges	OTHER	1	275.00	275.00

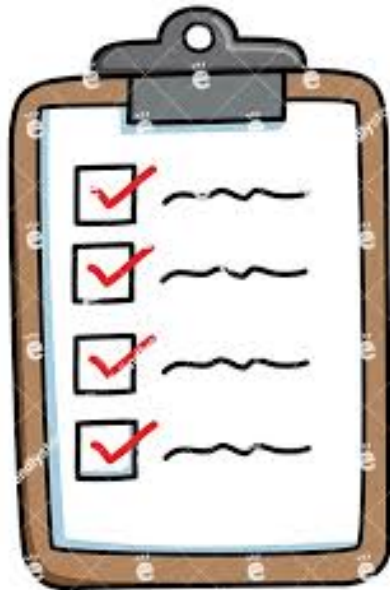
Amount Subject to Sales Tax 0
Amount Exempt from Sales Tax 51,978.48

Subtotal: \$51,978.48
Total Sales Tax: \$0.00

Total: \$51,978.48



STRATEGIC PLAN UPDATE





City of Sutherlin

STAFF REPORT					
Re: Strategic Plan – Review of City Personnel Policy Handbook				Meeting Date:	
Purpose:	Action Item ☐	Workshop ☐	Report Only ☒	Discussion ☐	Update ☒
Submitted By: Diane Harris, City Recorder/HR Manager				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

N/A

EXPLANATION

As part of the Strategic Plan, a benchmark was created for the periodic review of the City's Personnel Policy and Procedure Handbook. CIS Pre-Legal suggests that all policies be reviewed every 2 to 3 years to ensure they comply with state law and reflect best practices. The electronic version of the current Personnel Policy and Procedure Handbook was sent to CIS Pre-legal staff for review January 2021.

It is now CIS's recommendation to separate policies from procedures, therefore, providing a downsized "user friendly" policy handbook for employees and creating a separate procedure handbook accessible to all department heads and supervisors. It is of CIS's opinion, as a best practice, that procedures don't belong in a policy handbook. This next revision, although lengthy, could potentially reduce the current 200+ page handbook by a 1/3rd.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A



126 E. Central Avenue
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541-459-2856
Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Central Plaza Park				Meeting Date:	07-12-21
Purpose:	Action Item ☐	Workshop ☐	Report Only ☐	Discussion ☐	Update ☒
Submitted By: Kristi Gilbert, Community Development Supervisor and Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

This Staff Report is to provide Council with an update for Central Plaza Park.

EXPLANATION

Construction of Central Plaza Park, located in downtown, is near completion. The rock fountain has been installed. The school district has two benches and an artistic garbage can holder, which are in the process of being powder coated, and then installed. Students will complete the construction of the arbor and make a sign, when school starts in the fall.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A



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City of Sutherlin

STAFF REPORT					
Re: Traffic Impact Study – Dakota Street and Industrial Park				Meeting Date:	07-12-2021
Purpose:	Action Item ☐	Workshop ☐	Report Only ☒	Discussion ☐	Update ☐
Submitted By: Kristi Gilbert, Community Development Supervisor and Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

This staff report is to provide an update to Council regarding the Traffic Impact Study/Analysis for Dakota Street and the Sutherlin Industrial Park.

EXPLANATION

Traffic studies and/or analysis' are often required for development, either by the City or other agencies. These studies are often a deterrent for developers. To be proactive, staff has moved forward with a consultant to perform a traffic study/analysis at Dakota Street, off Hwy 138W and for the Sutherlin Industrial Park, located at the intersection of Taylor Street and Page Ave. These two locations were selected based on current and proposed developments.

Staff reached out to Sandow Engineering, who has completed the first traffic impact analysis for Dakota Street and Hwy 138W. This analysis has been submitted to ODOT for their review.

As we move forward with the development of the Sutherlin Industrial Park, Sandow Engineering will proceed with the second analysis.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A



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City of Sutherlin

STAFF REPORT					
Re: Street Lights Upgrade				Meeting Date:	7/12/2021
Purpose:	Action Item ☐	Workshop ☐	Report Only ☐	Discussion ☐	Update ☒
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

This staff report is to update Council on the street lights upgrade from Intersection of Central Avenue and Comstock Road to Intersection of HWY 138 and Ft. McKay Road.

EXPLANATION

Pacific Power partnered with the City of Sutherlin to upgrade 17 existing street lights to 135 LED (250W HSP equivalent) and installing two new street lights, 135 LED with 8' arms. Currently this project is on hold pending delivery of parts needed for this project. It's anticipated to be complete late summer or early fall of 2021.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A



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City of Sutherlin

STAFF REPORT					
Re: AED Purchase Update				Meeting Date:	07/12/2021
Purpose:	Action Item ☐	Workshop ☐	Report Only ☒	Discussion ☐	Update ☐
Submitted By: Fire Chief, Mike Lane				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

N/A

EXPLANATION

The Automated External Defibrillators (AED's) have been pre-ordered from Zoll Corporation along with the new Cardiac Monitor. There is a 3-4 month lead time for delivery. This purchase will replace equipment that is over 20 years old.

OPTIONS

N/A

SUGGESTED MOTION(S)

N/A

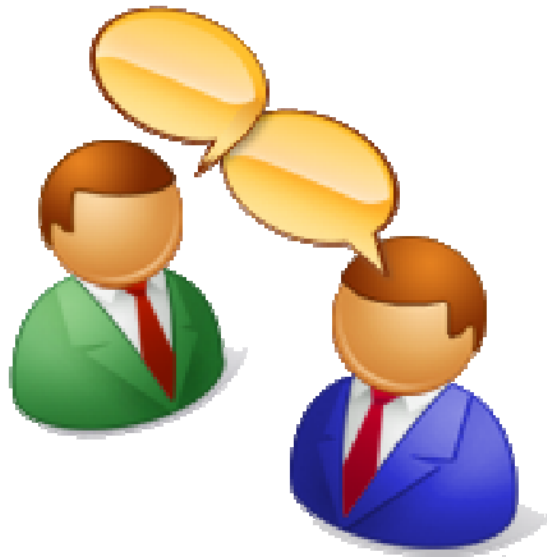


CITY MANAGER REPORT (verbal)





COUNCIL COMMENTS





PUBLIC COMMENT





ADJOURNMENT





FOR YOUR INFORMATION



STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	
JAN 2021				
01/11/21	CDD/PW-	Develop "Plan-of-Action" for upgrading Waite St	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 - Update provided during workshop	✓
FEB 2021				
02/08/21	Finance	WWTP Reporting Compliance & ARRA Reporting	Final Report to present to Council	✓
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,	✓
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	✓
05/17/21	CDD/PW-Facilities/Parks	Ford's Pond Comm Park Improv. Proj. 1 (Phase 2) & Proj 1A & 2B	Contract award for design, present to Council	✓
JUN 2021				
06/14/21	CDD/PW-Facilities/Parks	Ford's Pond Comm Park Improv Proj 1 & 2 (Phase 1) design	Contract award for design, present to Council	✓
06/14/21	CDD/PW-Water	Consider new code language allowing for water services outside city limits	Council Workshop	✓
06/14/21	CDD/PW-Water	Schoon Mt Pump Station (pump replacement)	Report to Council	✓
06/14/21	CDD/PW-Water	Schoon Mt Tank and Sixth & Oak Pump Station improvements	Report to Council	✓
JUL 2021				
07/12/21	Admin	Personnel Policy Review by CIS	Report to Council	✓
07/12/21	CDD/PW-Facilities/Parks	Complete Central Plaza Park	Report to Council	✓
07/12/21	CDD/PW-Transportation	Traffic Impact Study (TIS) - Dakota St and Industrial Park	Report to Council	✓
07/12/21	CDD/PW-Water	Consider new code language allowing for water services outside city limits	Ordinance for approval- On hold per further discussion	
07/12/21	CDD - Development	Street Light Upgrade	Report to Council	✓
07/12/21	Fire	Increase Fire Reserve Funds for outdated equipment replacement	Report to Council-Action Item	✓
07/12/21	Fire	Replacement of Advance Life Support Cardiac Monitors & AED's	Report to Council-Action Item	✓

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

Revised 6/24/21

STRATEGIC PLAN - ACCOUNTABILITY BENCHMARKS

MONTH	DEPT	GOAL	ACTION	
AUG 2021				
08/09/21	CDD/PW-Facilities/Parks	Inventory/inspect all city structural facilities/develop maint funding plan	Report to Council	
08/09/21	CDD/PW-Wastewater	Add one full-time employee (FTE) to Public Utility Department	Report to Council	
08/09/21	CDD/PW-Transportation & Finance	Create a Street Management Masterplan w/funding options	Establish a methodology and timeline, report to Council	
SEP 2021				
09/13/21	CDD/PW-Facilities/Parks	Community Center Building - caulk and paint exterior	Report to Council	
09/13/21	CDD/PW-Facilities/Parks	Ford's Pond Comm. Park Improv. Proj 1 & 2 (Phase 1)	Construction bid award, present to Council	
09/13/21	CDD/PW-Facilities/Parks	Ford's Pond Comm Park Improv. Proj. 1 (Phase 2) & Proj 1A & 2B	Construction bid award, present to Council	
09/13/21	CDD/PW-Transportation	Implement 10-year non-compliant ADA replacement ramp plan	Report to Council	
09/13/21	CDD/PW-Transportation	Complete sidewalks from Silver Glen to Grove Lane and Central Ave.	Report to Council	
09/13/21	Fire	Replace 1992 Pierce Ladder Truck pending Grant award	Report to Council	
OCT 2021				
10/11/21	CDD/PW-Facilities/Parks	Identify/upgrade ADA accessability and sidewalk around Central Park	Report to Council	
10/11/21	CDD/PW-Facilities/Parks	Central Park Multi Use Staging area to be used for several annual events	Award Contract	
10/11/21	CDD/PW-Wastewater	New Wastewater Treatment Plan one-year performance evaluation	Report to Council	
10/11/21	Fire	Replace 2007 Ford F 450 Brush Rig with 2022 model	Report to Council	
10/11/21	Finance	Long term Budget forecast	Report to Council	
NOV 2021				
11/08/21	CDD/PW-Transportation	Create a street management master plan with funding options	Report both the new plan and funding options to Council	
DEC 2021				
12/13/21	Finance	Earn a "clean audit"	Report to Council	
12/13/21	CDD/PW-Transportation	Re-designate section of Hwy 138 from rural to urban resulting in new sidewalks and bicycle accessibility needs may qualify for state / federal funding	Report to Council	
12/13/21	CDD/PW-Transportation	Replace all old street signs so they match the new street sign design	Report to Council	
12/13/21	Police	Recruitment and retention - incorporate new ways, ideas, and concepts to make dept more appealing to qualified candidates	Report to Council	

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

Revised 6/24/21

Melanie Masterfield

From: Melanie Masterfield
Sent: Wednesday, July 7, 2021 10:04 AM
To: Ashley (ashley@bciradio.com); DC Commisioners (commissioners@co.douglas.or.us); Erica Welch; KUGN (news@kugn.com); Kyle-KQEN (KYLE@BCIRADIO.COM); News Desk (newsdesk@nrtoday.com); Register Guard (rgnews@registerguard.com); Roseburg Beacon (info@roseburgbeacon.com)
Subject: City of Sutherlin Council Agenda
Attachments: CC AGENDA JULY 12, 2021.pdf

Good morning. Attached is the agenda for our city council meeting on Monday, July 12, 2021.

Thank you



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