



**City of Sutherlin
Council Meeting
Monday, September 12, 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. PRESENTATION

- a. Certificate of Appreciation – Friends of Ford's Pond Volunteer

6. CONSENT AGENDA

- a. August 8, 2022 – Meeting Minutes

7. COUNCIL BUSINESS

- a. Budget Committee & Planning Commission Application Approvals
- b. LOC Voting Delegate Designation
- c. Resolution 2022.11 – Ford's Pond Design & Construction Amendment
- d. Psilocybin Restrictions
- e. ARPA Fund Priorities

8. STRATEGIC PLAN UPDATE (verbal)

- a. Construction Bid Award Update – Ford's Pond Community Park Improvement Project 1 (Phase 2) & Project 2A/2B (Phase 2)

9. CITY MANAGER REPORT (verbal)

- a. Homeless Update

10. CITY COUNCIL COMMENT

11. PUBLIC COMMENT

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

12. ADJOURN

Zoom Link

<https://us06web.zoom.us/j/84192985856?pwd=bFhkaEtXNi9YeGN0VjJhOR3ZPcDJjUT09>

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 541.459.2857 at least 48 hours prior to the meeting to arrange for accommodations



Call to Order & Flag Salute





ROLL CALL





INTRODUCTION OF MEDIA





PUBLIC COMMENT

Agenda Items only





PRESENTATIONS





Certificate of Appreciation

Presented to

Tony Rosa

for

Volunteering nearly 3,000 hours from 2019-2021
maintaining the area around Ford's Pond

September 12, 2022

Date

Mayor, Michelle Sumner



CONSENT AGENDA



CITY OF SUTHERLIN
City Council Meeting
Civic Auditorium
Monday, August 8, 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/HR Director, Diane Harris
Deputy City Recorder, Melanie Masterfield
Public Works Director, Aaron Swan
Community Development Director, Brian Elliott
City Planner, Jamie Chartier
Police Sergeant, Ben Woodward
Fire Chief, Mike Lane
City Attorney, Chad Jacobs (via Zoom)

Audience: Peter Leclerc

Via Zoom: Larry Bahr

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

CONSENT AGENDA

- **July 11, 2022 Minutes – Regular Meeting**

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

Discussion: None

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

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Ordinance 1089 – Plan Amendment & Zone Change – Central Avenue Investments, LLC (second reading & adoption)**

City Recorder, Diane Harris read Ordinance by title only: *“An Ordinance amending the City of Sutherlin comprehensive plan map and zoning map to amend the comprehensive plan map from community commercial to high density, concurrent with a zoning map change from community commercial (C-3) to multifamily residential (R-3) for property described as tax lot 500 in section 16CC of T25S, R05W. The subject 0.52 acre property is located at 0 E. Everett Avenue and described herein.”*

Staff Report – City Planner, Jamie Chartier – Staff Report stands and was available for questions.

MOTION made by Councilor Groussman to approve Ordinance 1089 – Plan Amendment & Zone Change – Central Avenue Investments, LLC (second reading & adoption) as presented; second by Councilor Whitaker.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Ordinance 1090 – Psilocybin Moratorium (first reading, title only & adoption – Declaring an Emergency)**

Harris read Ordinance by title only: “*An Ordinance of the City of Sutherlin Declaring a temporary ban on Psilocybin service centers and the manufacture of Psilocybin products and declaring an emergency.*”

Staff Report – City Attorney, Chad Jacobs, explained the purpose for this Ordinance and the following Resolution. Oregon Ballot Measure 109 (Oregon Psilocybin Service Act) passed in the 2020 general election allowing the manufacture, delivery and administration of psilocybin (mushrooms) at licensed facilities. Psilocybin licenses will be accepted by the state beginning January 2023. The City is asking for a two-year temporary ban for psilocybin related business within the City of Sutherlin to allow more time for the City to enact reasonable time, place, and manner restrictions on licensed facilities. If this Ordinance and following Resolution passes, it will then be formally placed on the November Election ballot.

MOTION made by Councilor Whitaker to approve Ordinance 1090 – Psilocybin Moratorium Ban (first reading, title only & adoption – Declaring an Emergency) as presented; second by Councilor Dagel.

Discussion: Mayor Sumner – Can you only prohibit some of the licenses? ***Jacobs – Under the law, the manufacturer (production) and/or the service center licenses can be prohibited. Charter – Facilities can’t be within 1,000 feet of a school according to state law. Exit 135 area is the only location for a manufacturer and/or a service center.*** Mayor Sumner – What are other cities doing? ***Jacobs – Some jurisdictions are proposing a complete prohibition, others are proposing a two-year limitation, and some are doing nothing.***

City Manager, Jerry Gillham added further clarification of location.

Councilor Dagel – What is Roseburg doing? ***Gillham – Roseburg is doing a two-year moratorium.***

Councilor Whitaker agrees with this two-year Moratorium.

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

Opposed: None

Motion carried unanimously.

- **Resolution 2022.10 – Psilocybin Ballot Measure Approval**

Staff Report – Jacobs – This Resolution formally refers Ordinance 1090 to the voters in the November Election, adopts a ballot title, and explanatory statement. Jacobs provided next steps in the process.

MOTION made by Councilor Whitaker to approve Resolution 2022.10 – Psilocybin Ballot Measure as presented; second by Councilor Dagel

Discussion: Councilor Boggs asked for process clarification. ***Gillham clarified.***

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

Opposed: None

Motion carried unanimously.

REPORT

- **Rodeo/Blackberry Lands Property Exchange**

Councilor Whitaker provided a brief re-cap from the last Council meeting. Councilor Whitaker, and staff met with Duane Waller (Blackberry Festival President) to discuss the ramifications of them owning the land and holding events. After further discussion, Duane Waller felt the Blackberry/Rodeo lands would be better suited under the City’s ownership. Councilor Whitaker attended a Blackberry Festival board meeting and expressed the City’s desire for partnership and making their event successful.

- **Music Off Central Update**

Councilor Hamilton – The artist scheduled for the special concert on August 23rd is unable to attend, however an offer has been made to a new artist/band for that evening. Information will be available soon.

STRATEGIC PLAN UPDATE

- **Nonpareil Water Treatment Plant Completion Update**

Public Works Director, Aaron Swan – The last plant shut down has been postponed until spring 2023 due to supply issues. This year, a small shut down was done to clear up some maintenance issues. The plant is scheduled for completion in November 2023.

CITY MANAGER REPORT (verbal)

- None

CITY COUNCIL COMMENT

Councilor Smalley

- Music Off Central has been amazing.

Councilor Groussman

- None

Councilor Hamilton

- Informed Council and Staff of the recent passing of our recently retired Police Office Supervisor, Gayla Holley.

Councilor Boggs

- The manhole covers look good.

Councilor Dagel

- Who paid for the large tents at the homeless camp? *Swan – Adapt.*
- Music Off Central has had great reviews from citizens. *Brian Elliott, Community Development Director – Looking for large trees to plant to help with the sun on the half shell stage.*
- Citizens have asked why Central Avenue was being fixed. *Swan – Due to the large amount of log truck traffic from the Archie Creek fire, the concrete surrounds on the manhole covers failed.*

Councilor Whitaker

- None

Mayor Sumner

- Music Off Central has been great.

PUBLIC COMMENT (Off Agenda Items)

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:42 p.m.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield, Deputy City Recorder

Michelle Sumner, Mayor



COUNCIL BUSINESS





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

City of Sutherlin

STAFF REPORT					
Re: Budget Committee & Planning Commission Appointment				Meeting Date:	9/12/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: City Recorder, Diane Harris				City Manager Review	☒
Attachments: Application(s) for Budget Committee and Planning Commission					

WHAT IS BEING ASKED OF COUNCIL?

Staff is asking Council to consider a Budget Committee Application from Bruce Conner and a Budget/Planning Commission Application from Michael Hogsett.

EXPLANATION

There are 2 vacancies on the Planning Commission, one term ends December 31, 2022 and the other ends on December 31, 2024.

There are 3 vacancies on the Budget Committee, one term ends December 31, 2022, the other two terms end December 31, 2024.

The City received an application for the Budget Committee from Bruce Conner and an application to serve on both the Budget Committee & Planning Commission, from Michael Hogsett. Michael served on the Drain City Council for 7 years, and the Planning Commission for 1 year.

OPTIONS

See suggested motion below.

SUGGESTED MOTION(S)

Motion to appoint Bruce Conner to the Budget Committee with a term ending December 31, 2024 and appoint Michael Hogsett to the Budget Committee with a term ending December 31, 2024 and to the Planning Commission with a term ending December 31, 2024.



City of Sutherlin

Application for Citizen Committee/Commission/Board Appointment

Name BRUCE CONNER Date 8/16/2022

Address [REDACTED] Phone 541-892-3147

Email bruceco2011@gmail.com Bus. Phone SAME

Length of Residency in Sutherlin 4 YEARS Registered Voter? YES

Candidate for position on Budget Committee

Relevant background and experience With my EXPERIENCE AS MGR FOR 25+ YRS AT JELD-WEN ENGINEERING I HAVE THE ABILITY TO ANALYZE THE COST VS VALUE WHEN INVESTING

What are your major interests or concerns in the City's programs? GREAT THINGS HAVE BEEN HAPPENING, LIKE MUSIC IN THE PARK, CAR SHOWS, FARMERS MKET AND KING DAYS. LOVE IT ALL.

Why would you like to be appointed to this position?
I LIKE THE DIRECTION THE CITY IS GOING AND WOULD SUPPORT THE COMMITTEE'S VISION MOVING FORWARD.

RETURN THIS FORM TO: City Recorder, 126 E. Central Ave., Sutherlin, OR 97479

For Office Use Only:

Date received: _____

Date considered: _____

Action by Council _____

Term Expires: _____





City of Sutherlin

Application for Citizen Committee/Commission/Board Appointment

Name MICHAEL E. HOGSETT Date 22 AUG 2022
 Address [REDACTED] Phone 541-731-7345
 Email MICHAEL.HOGSETT@TELNET.COM Bus. Phone N/A

Length of Residency in Sutherlin 3 yrs Registered Voter? YES

Candidate for position on PLANNING COMMISSION & Budget Committee

Relevant background and experience CITY COUNCIL MEMBER - 7 yrs PLAN COMMISSION - 1 yr
ARMED ARMY... SUPERINTENDANT IN CHARGE BUILDING 3 MILITARY HOMES
RESIDENTIAL COMMERCIAL CONCRETE SIDER 10 yrs - VEGAS LAS VEGAS

What are your major interests or concerns in the City's programs? HELP CITY GROW
ACCORDING TO CHARTER AND MASTER PLAN A GREAT
CITY TO LIVE IN.

Why would you like to be appointed to this position?

WANT TO FEEL INVOLVED AND CONTRIBUTE TO CITY.

RETURN THIS FORM TO: City Recorder, 126 E. Central Ave., Sutherlin, OR 97479

For Office Use Only:

Date received: 8/22/2022

Date considered: _____

Action by Council _____

Term Expires: _____



City of Sutherlin

STAFF REPORT					
Re: League of Oregon Cities Voting Delegate Designation				Meeting Date:	9/12/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☒
Submitted By: Diane Harris, City Recorder				City Manager Review	☒
Attachments: LOC Designation of Voting Delegate Form					

WHAT IS BEING ASKED OF COUNCIL?

Staff is asking Council to consider who will represent the City as a Voting Delegate and Alternate Delegate at the 97th Annual League of Oregon Cities Conference in Bend.

EXPLANATION

The 2022 League of Oregon Cities Conference will be held October 5-7, 2022 at the Riverhouse on the Deschutes in Bend. Council is being asked to appoint a voting delegate and alternate delegate to represent the City of Sutherlin. The online form must be completed and returned by the September 23, 2022 deadline.

OPTIONS

See suggested motions below.

SUGGESTED MOTION(S)

Motion to appoint _____ as Voting Delegate and _____ as Alternate Delegate representing the City of Sutherlin at the 2022 League of Oregon Cities Conference.



97th ANNUAL LOC CONFERENCE

October 5 – 7, 2022 | The Riverhouse in Bend

Designation of Voting Delegate at LOC Annual Membership Meeting

The LOC's Annual Membership meeting will be held Friday, October 7 at 11 a.m. Each LOC member city is entitled to cast one vote at the membership meeting; however, all city officials are encouraged to attend the meeting.

This year's membership meeting will be hybrid style, so members can attend and cast their vote via Zoom or in person. Please indicate below if your voting delegate plans on attending the meeting in person or virtually. Additional details on how to attend and vote via Zoom will be sent to the voting delegate one week before the meeting. **All final virtual voting delegates must be designated a minimum of 24 hours prior to the Annual Business Meeting.**

Please answer the questions below to indicate who will represent your city as a voting delegate and alternate delegate. Delegates attending the meeting in person should pick up a voting card at the check-in desk on Friday morning prior to entering the membership meeting.

NOTE: *Delegates may not vote without a voting card, and voting cards will be issued only to a person indicated on this form. Voting by proxy will not be permitted.*

FOR THE CITY OF _____

VOTING DELEGATE:

Name _____ Title _____

Email _____

ALTERNATE:

Name _____ Title _____

Email _____

DELEGATE WILL BE ATTENDING:

In Person

Virtually

Return this form by

September 23 to:

League of Oregon Cities

Attn. Lisa Trevino

ltrevino@orcities.org

1201 Court St. NE, Suite 200

Salem, OR 97301

Submitted by:

Name _____

Title _____

Phone _____

Email _____



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City of Sutherlin

STAFF REPORT					
Re: Resolution 2022.11 - Authorizing a Contract Amendment for Construction Related Activities at Ford's Pond.				Meeting Date:	09-12-22
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Brian Elliott, Community Development Director				City Manager Review	☒
Attachments: Resolution 2022.11					

WHAT IS BEING ASKED OF COUNCIL?

City Council is being asked to approve Resolution 2022.11 authorizing a Contract Amendment for Design and Construction Related Activities at Ford's Pond.

EXPLANATION

The original scope of work under the Procurement requires various improvements to Ford's Pond, including, but not limited to, design, construction of 0.9-mile section of ADA- accessible perimeter path, ADA-accessible restrooms, construction of connectivity sidewalks, construction of inclusive natural children's play areas, construction of shaded picnic pavilions, and the installation of site furnishings, landscaping, wayfinding signage and security cameras.

The city received additional grant funding to make further improvements to Ford's Pond that are within the general scope of the original Procurement, including the purchase and installation of additional play equipment, construction of ADA-parking for RV/buses, sidewalks, ramps, bioswale, lighting, furnishings, landscaping, and additional security cameras.

The city desires to amend the current contract with DLA Inc. Landscape Architecture Planning to include the additional work authorized by the new grant funding

OPTIONS

City Council approve or not approve Resolution 2022.11 Authorizing a Contract Amendment for Construction Related Activities at Ford's Pond.

SUGGESTED MOTION(S)

City Council approve Resolution 2022.11 Authorizing a Contract Amendment for Construction Related Activities at Ford's Pond.

RESOLUTION NO. 2022.11

A RESOLUTION OF THE CITY OF SUTHERLIN AUTHORIZING A CONTRACT AMENDMENT FOR CONSTRUCTION RELATED ACTIVITIES AT FORD'S POND

WHEREAS, the City of Sutherlin issued an RFP and awarded a procurement contract to Dougherty Landscape Architects (DLA) for various construction related activities at Ford's Pond (the "Procurement"); and

WHEREAS, the original scope of work under the Procurement requires various improvements to Ford's Pond, including, but not limited to, construction of ADA-accessible restrooms, construction of 0.9-mile section of ADA-accessible perimeter path, construction of connectivity sidewalks, construction of inclusive natural children's play areas, construction of shaded picnic pavilions, and the installation of site furnishings, landscaping, wayfinding signage and security cameras; and

WHEREAS, the City received additional grant funding to make further improvements to Ford's Pond that are within the general scope of the original Procurement, including the purchase and installation of additional play equipment, and the construction of ADA-parking for RVs/buses, with sidewalks, ramps, bioswale, lighting, furnishings, landscaping, and additional security cameras; and

WHEREAS, section 2.36.035 of the City's public contracting rules expressly incorporate the Attorney General's Model Contracting Rules, which state that the Procurement may be amended without issuing a new request for proposals if the scope of the new work falls within the general scope of work of the Procurement (OAR 137-049-0910); and

WHEREAS, the City desires to amend the Procurement to include the additional work authorized by the new grant funding without issuing a new RFP.

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. The City Council declares that the additional work contemplated by the new grant funding falls within the general scope of work of the Procurement.

SECTION 2. the City Manager is hereby authorized to enter into an amendment to the original Procurement to cover the work contemplated by the new grant funding.

SECTION 3. This resolution shall take effect immediately upon approval.

PASSED BY THE COUNCIL, ON THIS __TH DAY OF _____, 2022

APPROVED BY THE MAYOR, ON THIS __TH DAY OF _____, 2022

Mayor, Michelle Sumner

ATTEST:

City Recorder, Diane Harris



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City of Sutherlin

STAFF REPORT					
Re: Psilocybin Regulations				Meeting Date:	9/12/2022
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☒
Submitted By: Chad Jacobs, City Attorney				City Manager Review	☒
Attachments: None					

WHAT IS BEING ASKED OF COUNCIL?

Council is being asked to provide direction to staff regarding possible time, place and manner regulations for psilocybin facilities that might be located in the City if the voters do not approve the temporary two-year prohibition on such facilities proposed by Council.

EXPLANATION

As previously discussed by the Council, Measure 109 legalized the use of psilocybin in Oregon under certain circumstances. Pursuant to Measure 109, the Council has proposed a temporary two-year prohibition on locating psilocybin facilities within the City in order to provide additional time to work on regulating such facilities. Such regulations will be based, in part, on the experiences of other jurisdictions that allow such facilities.

There are two types of facilities that may be regulated by the City: manufacturing facilities and service centers. Manufacturing facilities are where the psilocybin is grown. Under state law, these facilities must grow psilocybin indoors – no outside growing is permitted. Service centers are facilities where the psilocybin is administered to clients. State law requires the use of psilocybin at a service center – clients may not take psilocybin with them to use off premises. Under state law, psilocybin service centers are prohibited in residential zones located within the City as well as within 1,000 feet of a school. If the state determines that there is a physical or geographic barrier capable of preventing children from traversing to the premises of the psilocybin service center, the limit on distance requirement is decreased to 500 feet. In addition, licensed premises must have defined boundaries, but they do not need to be enclosed by a wall, fence or other structure. Furthermore, all mobile premises are prohibited by state law, but state law expressly permits the co-location of manufacturing and service center facilities.

State law also permits local jurisdictions to impose reasonable time, place and manner restrictions on psilocybin manufacturing facilities and service centers. These limitations must be reasonable in nature, and may regulate things such as the time of operation of the facilities, where the facilities may be located within the City, the manner in which provide services or manufacture psilocybin, as well as how the public accesses such facilities. Importantly, however, state law precludes a

local jurisdiction from imposing a limitation on psilocybin service centers from being located within a distance that is greater than 1,000 feet of another service center. State law also prohibits a local jurisdiction from requiring a local license for the manufacturing or sale of psilocybin products or the provision of psilocybin services.

As noted above, the Council has proposed a temporary two-year prohibition on locating psilocybin facilities within City limits, but that prohibition must be approved by the voters. The voters will decide whether to approve the proposed prohibition during the November 2022 election. If the measure is approved, the state will not issue any psilocybin manufacturing or service center licenses in the City until January 2025. However, if the measure fails, the state will be able to issue licenses for such facilities in January 2023.

Because it is unknown if the voters will approve the temporary two-year prohibition, the City Attorney's Office is recommending that the Council consider whether it would like to propose time, place and manner restrictions that are in addition to those that are already imposed by state law. The purpose would be to have such restrictions in place in case the proposed two-year prohibition fails. In that case, the time, place and manner restrictions would be in place for any licensees who seek a license next January.

Time, place and manner restrictions are not required to be approved by the voters. Accordingly, the Council may not only enact such regulations, but it may amend them in the future as well. To that end, if the temporary prohibition is approved, the Council may repeal the time, place and manner restrictions or amend them as it deems necessary based on the experiences of other jurisdictions. However, if the measure fails, the City may not be able to impose certain regulations on a licensee that has already been granted a license. As a result, the Council may want to consider imposing stricter regulations at the onset and then amending them as needed to lessen the requirements.

It is also important to consider that state law does not define what constitutes a "reasonable" regulation. As a result, the City will be better positioned against legal challenges if any imposed regulations focus on public health, welfare, and safety concerns. In addition, based on analogy to cases challenging local marijuana regulations, a regulation that makes it effectively impossible for a facility to locate and operate within the City is likely to be found unreasonable and therefore prohibited.

When considering what additional regulations to impose, if any, the Council should consider what restrictions might already be in place based on existing local ordinances of general applicability. It is only where the Council wishes to treat psilocybin business differently than other business generally that regulations specific to psilocybin facilities will be required. For example, there is no need to impose design standards on psilocybin facilities that mirror the design standards already set forth in the development code since those provisions apply to all development in the City.

The purpose of this agenda item is to discuss what, if any, regulatory options the Council may want to consider for adoption this fall. Depending upon the type of regulation, notice to the state and a hearing before the Planning Commission may be necessary. Thus, staff is seeking direction at your September 12, 2022 meeting to begin this process.

OPTIONS

As discussed above, the Council may impose reasonable time, place and manner restrictions on psilocybin manufacturing facilities and service centers. Possible options the Council may want to consider include:

- Imposing a requirement to comply with state laws and regulations, including obtaining necessary licensure from the state;
- Regulating hours of operation;
- Imposing requirements to minimize odors from manufacturing facilities. Depending on the manufacturing techniques used, it appears psilocybin may not create the same odor issues as with marijuana facilities;
- Requiring the implementation of safety measures – lighting requirements for entrances/exits, prohibiting outdoor storage, requiring secure disposal, requiring on-site security, etcetera;
- Placing additional location restrictions on facilities such as proximity to other uses, zoning, co-location, etcetera (recall the existing location restrictions and limitations on local location restrictions described above);
- Preventing views into the interior from public areas; and
- Regulating uses of outdoor space – whether service centers can utilize outdoor space or must be entirely indoors – if use of outdoor space is permitted, consider screening and security measures such as fences.

SUGGESTED MOTION(S)

None. Staff is merely seeking direction from the Council regarding what type of time, place and manner regulations, if any, the Council would like to consider later this fall.



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City of Sutherlin

STAFF REPORT					
Re: ARPA Fund Priorities				Meeting Date:	9/12/22
Purpose:	Action Item ☒	Workshop ☐	Report Only ☐	Discussion ☐	Update ☐
Submitted By: Tami Trowbridge, Finance Director				City Manager Review	☒
Attachments:					

WHAT IS BEING ASKED OF COUNCIL?

This report serves to update the City Council on how the ARPA funds have been used so far, with items we request that you consider for the balance of funds.

EXPLANATION

Total Funds received: \$1,817,277.51

Expenditures to Date:

Central Park Event Stage: \$488,050
Homeless Camp Improvements & monthly expenses: \$ 32,130
Concept Drawings for Parkhill Reroute & Recreation Pk \$ 8,355
Small Park Projects. incl Dog Park Improv & Pocket Park \$ 32,080

Other Projected Expense to Complete Projects:

NonPariel WTP Paving \$170,000
Safe Routes to Schools Wetland & Design on Waite Str. \$220,000
Shortfall on Ford's Pond Grants from Cost Increases \$200,000
10% Match & possible Shortfall on ODOT Project of Flashing Crosswalk
Beacons at Central/Comstock and Central/Mardonna \$ 95,000
Incr. on Ford's Pond Path because of Boardwalk/Wetlands Req \$150,000

Issues/Requests:

Water Infrastructure Improvement (Compliance Issue) \$350,000
Rescue Quad for Emergency Services \$ 40,000

If this list is approved and costs are as projected, there will be \$31,662.51 unencumbered.

OPTIONS

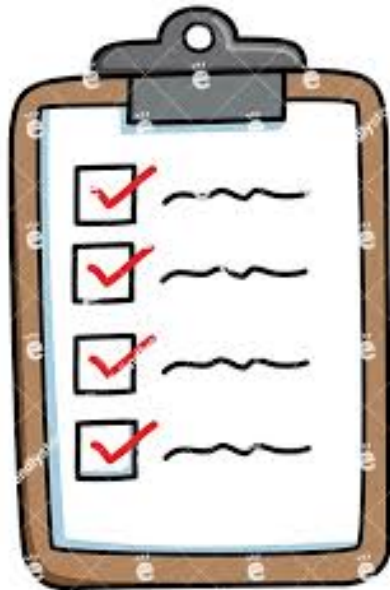
Discussion regarding the priority of items on the list

SUGGESTED MOTION(S)

Approve the Priority List as shown or approve the List with changes per discussion



STRATEGIC PLAN UPDATE





Construction Bid Award Update - Ford's Pond (verbal)





CITY MANAGER REPORT (verbal)



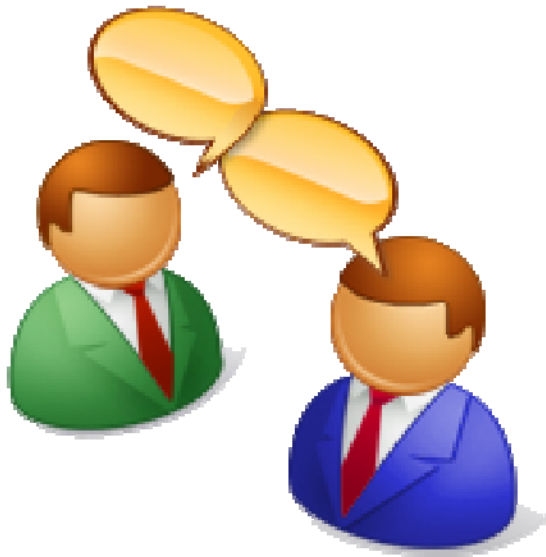


Homeless Response Update





COUNCIL COMMENTS





PUBLIC COMMENT





ADJOURNMENT





FOR YOUR INFORMATION



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-Water	Nonpareil WTP modernization improvements	Report to Council after completed	✓
SEP 2022				
09/12/22	CDD/PW	Construction Bid Award Update - Ford's Pond Community Park Improvement Project 1 (Phase 2) & Project 2A/2B (Phase 2)	Report to Council for update	✓
OCT 2022				
10/10/22	CDD/PW-Transportation	Complete Sidewalks from Grove Ln to Nicholas Ct	Bid Award	
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 8/30/2022

Melanie Masterfield

From: Melanie Masterfield
Sent: Wednesday, September 7, 2022 8:48 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 & Council Agendas 9.12.22
Attachments: 9.12.22 URA Agenda.pdf; CC SEP 12.22 Agenda.pdf

Good morning. Attached are the agendas for Sutherlin's Urban Renewal Agency meeting starting at 6:45 pm and City Council meeting starting at 7:00 pm.



Melanie Masterfield, CMC
Deputy City Recorder/Community Engagement Manager
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City of Sutherlin
126 E Central Ave.
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PUBLIC NOTICE – CITY OF SUTHERLIN

CITY COUNCIL MEETING

The September 12, 2022, City of Sutherlin's Urban Renewal & City Council Meetings, will begin at 6:45 p.m. with Urban Renewal and City Council will follow 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.

City of Sutherlin is inviting you to a scheduled Zoom meeting.

Topic: Sutherlin Urban Renewal & City Council Meetings

Time: Sept 12, 2022 6:45 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84192985856?pwd=bFhkaEtXNi9YeGN0VjJlOR3ZPcDJjUT09>

Meeting ID: 841 9298 5856

Passcode: 520870

Meeting ID: 847 9298 5856

Find your local number: <https://us06web.zoom.us/u/kdWmvFfGuY>