

**CITY OF SUTHERLIN**  
**Urban Renewal Agency Meeting**  
**Sutherlin Civic Auditorium**  
**Monday, November 14, 2022 – 6:45pm**

**AGENCY MEMBERS:**

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

**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 Supervisor, Kristi Gilbert  
City Planner, Jamie Chartier  
Public Works Director, Aaron Swan  
Library Director/Livability Services Director, Pat Lynch  
Fire Chief, Mike Lane  
City Attorney, Chad Jacobs (via Zoom)

**Audience:** Bruce Conner, Wayne Ellsworth, Jamie Chartier, Calvin Calvin, Debra Lines, Josh Gomez

**Via Zoom:** Jim Houseman, Larry Bahr

Meeting called to order by Agency Chair Boggs at 6:45 p.m.

**Roll Call:** All present

**Introduction of Media:** None

**\*\*Chair Boggs made an announcement for Zoom attendees.**

**PUBLIC COMMENT**

- None

**CONSENT AGENDA**

- **September 12, 2022 Minutes**

**MOTION** made by Sumner to approve Consent Agenda as presented; second by Groussman.

Discussion: None

In favor: Agency Members Hamilton, Sumner, Dagel, Whitaker, Smalley, Groussman and Boggs

Opposed: None

Motion carried unanimously.

**AGENCY BUSINESS**

- **Public Hearing – Supplemental Budget Adjustment**

Chair Boggs opened the Public Hearing at 6:49 p.m.

Staff Report – Finance Director, Tami Trowbridge – This Public Hearing is for interested parties to speak regarding proposed changes to the 2022-2023 budget. This adjustment will move the Everett Street property purchase forward and also provide administration for the Mainstreet Grant for the Historic Bank Building improvements. Total budget adjustment: \$540,000 (\$280,000 – Downtown property purchase; \$260,000 – Historic bank building improvements).

Chair Boggs asked for Public Comment. *None given*  
Chair Boggs closed Public Hearing at 6:51 p.m.

- **Resolution No. UR-2022.05 – Supplemental Budget Adjustment**

**MOTION** made by Whitaker to approve Resolution UR-2022.05 – Supplemental Budget Adjustment as presented; second by Hamilton.

Discussion:

- Chair Boggs declared a personal conflict of interest due to family involvement with the project and abstained from voting.
- Groussman asked for further information regarding funding sources for the Historic Bank Building. *Trowbridge explained.*

In favor: Agency Members Hamilton, Sumner, Dagele, Whitaker, Smalley, Groussman and Boggs

Opposed: None

Abstained: Boggs

Motion carried.

**REPORTS/DISCUSSIONS**

- **Old Bank Building Restoration Update**

Community Development Supervisor, Kristi Gilbert – The restoration project is under way. The asbestos survey is complete and removal should be completed this week. Contractors are working on the HVAC and sprinkler system installation.

- Councilor Whitaker asked for a progress update for the Liquor Store, Rotary Room, and CG’s Computer Repair façade improvements. *Gilbert – The buildings are in the design phase (design’s provided by Gary Fadness – Buglin Heights Drafting and Design).*

**ADJOURNMENT**

With no further business, meeting adjourned at 6:55 p.m.

Approved:

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Jerry Gillham, City Manager

Respectfully submitted by,

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Melanie Masterfield, Deputy City Recorder

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Tom Boggs, Agency Chair