

CITY OF SUTHERLIN
Urban Renewal Agency Meeting
Sutherlin Civic Auditorium
Monday, March 13, 2023 – 6:45pm

AGENCY MEMBERS:

Gary Dagele, Joe Groussman, Debbie Hamilton, Shawn Smalley, Michelle Sumner, Larry Whitaker, and Lisa Woods

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
Public Works Director, Aaron Swan
Police Chief, Troy Mills
Deputy Fire Chief, Scott McKnight
City Attorney, Chad Jacobs (via Zoom)

Audience: Kyle, Makylie, Sadie & Dawson David, Maryanne Anderson, Kristine Godbey

Via Zoom: Larry Bahr

Meeting called to order by Vice Chair Hamilton at 6:45 p.m.

Roll Call: Whitaker – arrived at 6:47 p.m.

Introduction of Media: None

****Vice Chair Hamilton made an announcement for Zoom attendees.**

PUBLIC COMMENT

- None

CONSENT AGENDA

- **November 14, 2022 Minutes**

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

Discussion: None

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

Opposed: None

Motion carried unanimously.

AGENCY BUSINESS

- **Agency Chair & Vice Chair Appointments**

Groussman nominated Hamilton for Chair; Sumner nominated Woods for Vice Chair. Both accepted; Second by Sumner.

Discussion: None

In Favor: Agency Members Sumner, Woods, Dagele, Whitaker, Smalley, Groussman, and Hamilton

Opposed: None

Motion carried unanimously.

- **Grant Application Approvals – Rootz Salon & Rootz Skin & Wellness Studio**

Staff Report – Community Development Supervisor, Kristi Gilbert – Two businesses have applied for façade improvement grants. They have both qualified for \$25,000 each and architectural design requirements to meet the downtown design theme.

MOTION made by Whitaker to approve Grant Applications – Rootz Salon & Rootz Skin & Wellness Studio in the amount of \$25,000 each as presented; second by Smalley.

Discussion: Dagle – The building already looks nice. *Gilbert – The building is painted but is showing wear, the owner wants to move forward with the new architectural design.*

In favor: Agency Members Sumner, Woods, Dagle, Whitaker, Smalley, Groussman, and Hamilton

Opposed: None

Motion carried unanimously.

REPORTS/DISCUSSIONS (verbal)

- **W First Avenue Parking Lot Development Update & Park (behind Fire Station) Recreation Update**

Community Development Director, Brian Elliott – The project is moving forward for the two parking lots behind Central Plaza Park to include sidewalk down N State Street with one ADA ramp. The alley behind Central Plaza Park will be paved from N State Street to Calapooia Street.

A design for use of the lot behind the Fire Department has not been identified at this time. However, the ingress/egress will be completed.

ADJOURNMENT

With no further business, meeting adjourned at 6:54 p.m.

Approved:

Jerry Gillham

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield

Melanie Masterfield, Deputy City Recorder

Debbie Hamilton

Debbie Hamilton, Vice Chair

APPROVED BY AGENCY ON JUNE 12, 2023