

CITY OF SUTHERLIN
Urban Renewal Agency Meeting
Sutherlin Civic Auditorium
Monday, June 13, 2022 – 6:30pm

AGENCY MEMBERS:

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

CITY STAFF:

City Manager, Jerry Gillham
Finance Director, Tami Trowbridge
City Recorder, Diane Harris
Community Development Director, Brian Elliott
Community Development Supervisor, Kristi Gilbert
Public Works Director, Aaron Swan
Police Chief, Troy Mills
Fire Chief, Mike Lane
Livability Services Director/Library Director, Pat Lynch
City Attorney, Chad Jacobs (via Zoom)

Audience: Duane Waller

Via Zoom: Larry Bahr

Meeting called to order by Agency Chair Boggs at 6:30 p.m.

Roll Call: Councilor Dagele – Arrived at 6:39 p.m.

Introduction of Media: None

PUBLIC COMMENT

- None

CONSENT AGENDA

- **March 14, 2022 Minutes**

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

Discussion: None

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

Opposed: None

Motion carried unanimously.

AGENCY BUSINESS

- **Public Hearing and Resolution UR-2022.03 – Adoption of 2022-23 Urban Renewal Budget**
Staff Report – Finance Director, Tami Trowbridge – This Public Hearing provides interested parties an opportunity to speak regarding the 2022-23 approved Urban Renewal Budget in the amount of \$449,250.

Chair Boggs opened the Public Hearing at 6:32 p.m.

Chair Boggs asked if there were any public comments. *None given*

The Public Hearing was closed at 6:33 p.m.

- **Resolution UR-2022.03 – Adoption of 2022-23 Urban Renewal Budget**

MOTION made by Whitaker to approve Resolution UR 2022.03 – Adoption of 2022-23 Urban Renewal Budget in the amount of \$449,250 as submitted; second by Hamilton.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Grant Application – Webtrax, LLC**

Staff Report – Community Development Supervisor, Kristi Gilbert – The Urban Renewal Task Force is recommending approval of this grant application for business relocation/soil remediation. Webtrax is a local business that has outgrown their existing location. Construction of a new facility will be located at 329 E Central Ave. Webtrax, LLC is a software company that conducts software development, support center and training center.

MOTION made by Boggs to approve Grant Application – Webtrax, LLC in the amount of \$25,000 as submitted; second by Sumner

Discussion: None

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

Opposed: None

Motion carried unanimously.

REPORTS/DISCUSSIONS

- None

ADJOURNMENT

With no further business, meeting adjourned at 6:40 p.m.

Chair Boggs announced that they 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 6:41 p.m.

Executive Session adjourned at 6:58 p.m.

Approved: *Jerry Gillham*
Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield
Melanie Masterfield, Deputy City Recorder

Tom Boggs
Tom Boggs, Agency Chair

APPROVED BY AGENCY ON SEPTMEBER 12, 2022