



City of Sutherlin  
Urban Renewal Agency  
Monday, August 14, 2023  
Civic Auditorium - 6:45 p.m.

## AGENDA

### Agency Members

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

1. CALL TO ORDER
2. ROLL CALL
3. INTRODUCTION OF MEDIA
4. PUBLIC COMMENT  
[Citizen comment is to allow citizens to present information regarding agenda items only. A time limit of three minutes per citizen shall apply]
5. CONSENT AGENDA
  - a. [June 12, 2023 Minutes](#)
6. AGENCY BUSINESS
7. REPORTS / DISCUSSIONS (Verbal)
8. ADJOURN

*Members of the audience who wish to address the Agency will be invited to do so. Speakers must use the microphone stating their name and address prior to addressing the Agency.*

### Join Zoom

<https://us06web.zoom.us/j/86118633347?pwd=SUZEU05WmdWZXZldTEyQ2xMZ3RaZz09>

*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*

**CITY OF SUTHERLIN**  
**Urban Renewal Agency Meeting**  
**Sutherlin Civic Auditorium**  
**Monday, June 12, 2023 – 6:30 p.m.**

**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

Finance & Administrative Asst., Lindsay Priest

Community Development Director, Kristi Gilbert

Community Development, Brian Elliott

Public Works Director, Aaron Swan

Police Chief, Troy Mills

Fire Chief, Mike Lane

Library/Livability Services Director, Pat Lynch

City Attorney, Chad Jacobs (via Zoom)

**Audience:** Michael Hogsett, Chris Owens, Alan Woods

**Via Zoom:** None

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

**Roll Call:** Excused – Shawn Smalley

**Introduction of Media:** None

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

**PUBLIC COMMENT**

- None

**CONSENT AGENDA**

- **March 13, 2023 Minutes**

**MOTION** made by Whitaker to approve Consent Agenda as presented; second by Woods.

Discussion: None

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

Opposed: None

Motion carried unanimously.

**AGENCY BUSINESS**

- **Public Hearing and Resolution UR-2023.01 – Adoption of 2023-24 Budget**

Staff Report – Finance Director, Tami Trowbridge – This Public Hearing provides interested parties an opportunity to speak regarding the 2023-24 approved Urban Renewal Budget.

Chair Hamilton opened the Public Hearing at 6:34 p.m.

Chair Hamilton asked for public comments. *None given*

The Public Hearing was closed at 6:34 p.m.

- **Resolution UR-2023.01 – Adoption of 2023-24 Urban Renewal Budget**

**MOTION** made by Sumner to approve Resolution UR-2023.01 – Adoption of 2023-24 Urban Renewal Budget as submitted; second by Groussman.

Discussion: None

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

Opposed: None

Motion carried unanimously.

**REPORTS/DISCUSSIONS (verbal)**

- None

**ADJOURNMENT**

With no further business, meeting adjourned at 6:36 p.m.

Approved:

\_\_\_\_\_  
Jerry Gillham, City Manager

Respectfully submitted by,

\_\_\_\_\_  
Melanie Masterfield, Deputy City Recorder

\_\_\_\_\_  
Debbie Hamilton, Chair

**PUBLIC NOTICE – CITY OF SUTHERLIN**  
**URBAN RENEWAL AGENCY & CITY COUNCIL MEETINGS**

The August 14, 2023, Urban Renewal Agency & City Council meetings will be held in Civic Auditorium at 175 E Everett beginning at 6:45 p.m. 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: Urban Renewal Agency & City Council Meetings

Time: August 14, 2023 6:45 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86118633347?pwd=SUZEU05WmdWZXZldTEyQ2xMZ3RaZz09>

Meeting ID: 861 1863 3347

Passcode: 423323

Find your local number: <https://us06web.zoom.us/j/86118633347?pwd=SUZEU05WmdWZXZldTEyQ2xMZ3RaZz09>

## Melanie Masterfield

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**From:** Melanie Masterfield  
**Sent:** Wednesday, August 9, 2023 8:57 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:** Sutherlin City URA & CC Agendas  
**Attachments:** URA Agenda.pdf; CC AUG 14.23.pdf

Good morning. Attached are the agendas for Monday, August 14, 2023 starting with Urban Renewal Agency at 6:45pm followed by City Council at 7pm.

Thank you,



**Melanie Masterfield, CMC**  
*City Recorder/Community Engagement Manager*  
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