

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, July 25, 2016 – 7:00pm

COUNCIL MEMBERS:

Wes Anderson, Wayne Luzier, Forrest Stone, Frank Egbert, Tom Boggs, Karen Meier,
MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
Deputy City Recorder, Diane Harris
Community Development Director, Brian Elliott
Public Works Operations Superintendent, Aaron Swan
Police Chief, Kirk Sanfilippo
Fire Chief, Charles Perdomo
City Attorney, Chad Jacobs (via Skype)

Audience: Mandi Jacobs, Pat & Bert Bales, Travis Tomlinson, Pam Cameron, Tami Trowbridge,
Beth & Jim Houseman, Dennis Riggs, Susan Osland, Pamela Semas, Brian Burke Sr., JA
Johnson Sr., Tanner Strauss, Jesse Chovinard

Meeting called to order by Mayor McKnight at 7:00pm.

Flag Salute:

Roll Call: Excused – Councilor Anderson

Introduction of Media: None present

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Chamber of Commerce/Visitor Center**

Chamber President, Tami Trowbridge, presented budget report ending June 30, 2016 and Chamber's 2016-17 proposed budget.

Updates:

- Flag Day, Woofstock, Graffiti Street Fair, and Sutherlin Stampede events went well in spite of the weather.
- Visitor Center report:
 - Visitor Center volunteers logged in 1,512 hours in 2015.
 - Top request: Maps (200 visitors).
 - Inquiries: Wineries, camping and RV areas, sites to see and local events.
- Two new banners were presented depicting maps of the area showing tourism sites and wineries.
- Advisory Committee has been putting together a tourism promotion plan for Council to review when completed. Trowbridge provided a conceptual picture of priorities discussed.
 - TRT (Transient Room Tax) Fund balance is approximately \$157,000. This fund is earmarked for tourism and tourism promotion.
 - \$12,000 has been carried over into new fiscal year budget.
 - Advisory Committee has identified priorities to promote tourism. One of the top priorities is to inform the public of up-coming events. Event banners measuring 20ft. x 3ft. have been discussed. Banners (two per event) would be printed on both sides and located at each end of Central Avenue. Approximate cost of banners for 12 events is \$15,000. Banners advertising the coming events will be reusable each year.
 - New garbage cans and way-finding signs for downtown area.

- Top priority is to help Ford's Pond project move forward; an area great for running, hiking and various activities, and in close proximity to town. Chamber has a desire to work with Friends of Ford's Pond (FFP). Therefore, FFP was contacted regarding their plans for the area. Grant for Master Plan is still in process; so far \$7,000 has been raised by FFP for a grant match; a total of \$8,000 is still needed. Chamber shared their desire to possibly provide whatever ending balance is needed for the match at the time it is due.
- Concept to bury power lines that are visually in the way has been discussed. Project could take place during Central Avenue's resurfacing project. Will also be looking into grants.

Questions:

- Why did personnel costs go up \$8,500 in new budget? *Personnel time was increased from three-quarter part-time to almost full time due to job demands.*
- Is your budget more than receipts from the City? Costs add up to more than \$100,000. *Don't think so, a balance of \$750 is left over. There is also approximately \$12,000 in carry-over funds.*

CONSENT AGENDA

- **July 11, 2016 Minutes – Regular Meeting**

MOTION made by Councilor Stone to approve Consent Agenda; second by Councilor Luzier.

Discussion: None

In Favor: Councilors Meier, Luzier, Stone, Egbert, Boggs and Mayor McKnight

Opposed: None

Motion carried unanimously.

ACTION ITEMS/GENERAL BUSINESS

- **Ordinance – Repeal/Replace Section of SMC – Avenues, Streets and Courts Designation**

Deputy City Recorder, Diane Harris, provided the first reading of the ordinance by title only. “An ordinance of the City of Sutherlin Repealing and replacing Section 12.24.010 of the Sutherlin Municipal Code to Designate Avenues, Streets, Roads, Drives and Courts in the City”.

Staff Report – Jacobs – This ordinance is part of the code clean-up Harris has been working on. Proposed ordinance deletes the actual street names found in the current code, but leaves the designation for avenues, streets, etc. Reason for this is as new streets were added the code has not been updated. Normal practice for cities across the state is not to list names of the streets in their code.

MOTION made by Councilor Luzier to approve first reading, title only of ordinance to repeal/replace Section 12.24.010 of the Sutherlin Municipal Code – Avenues, Streets and Courts Designation; second by Councilor Stone.

Discussion: Councilor Stone – Are we changing street names in this? *City Manager – No, taking street names out of the code itself so we do not to continually update the code when a new street is added.*

Jacobs – The language to designate the streets is the same language currently in code. This will not require any changes to street signs.

Harris – The current code has been in effect since 1978.

In Favor: Councilors Meier, Luzier, Stone, Egbert, Boggs and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Ordinance – Repeal/Replace Section SMC – Violations - Penalties**

Harris provided the first reading of the ordinance by title only. “An ordinance of the City of Sutherlin repealing and replacing sections 10.56.040 of the Sutherlin Municipal Code to update enforcement provisions of the City's Vehicle and Traffic Code”.

Staff Report – Jacobs – This is the second ordinance as part of the code clean-up, language changes for consistency purposes have been made, have also changed “City” to “County” jail; City now contracts with County for those services. Sub-section B, referring to bicycle impoundment, has been removed. Would

rather have the officer make the decision based on their training. This doesn't take away the ability to impound the bicycle, but is consistent with the constitution.

MOTION made by Councilor Boggs to approve first reading, title only of ordinance repealing/replacing Section 10.56.040 of the Sutherlin Municipal Code – Vehicle – Penalties; second by Councilor Luzier.

Discussion: None

In Favor: Councilors Meier, Luzier, Stone, Egbert, Boggs and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Fire Staff Vehicle Purchase Approval**

Staff Report – Fire Chief, Charles Perdomo, requested Council approval for purchase of vehicle for Fire Staff. Budgeted amount for the vehicle is \$30,000; actual cost of vehicle is \$28,990 and is at or below the State bid price, outfitting costs are \$3,807.86. Total cost is \$32,797.86 and is \$2,797.86 over amount approved during the budget process.

MOTION made by Councilor Boggs to approve purchase of a Ford Interceptor Utility and outfitting for a total of \$32,797.86; second by Councilor Stone.

Discussion: Councilor Stone – Will the vehicle be white? *Yes, if requested in red it would be an additional \$800, fire and command vehicles are usually white or red.*

Mayor McKnight – What is the condition and mileage of the current vehicle being used? *It's not so much the mileage but the issues with poor maintenance and age of the vehicle. It is a 1998, mileage is at approximately 140,000. Last year spent approximately \$7,000 to keep it running; currently air conditioning does not work and has an electrical short in it.*

Councilor Boggs – Will you be surplusizing it? *Yes, cost of maintaining it isn't feasible.*

In Favor: Councilors Meier, Luzier, Stone, Egbert, Boggs and Mayor McKnight

Opposed: None

Motion carried unanimously.

CITY MANAGER UPDATE

- None

CITY COUNCIL COMMENTS

Councilor Luzier –

- None

Councilor Stone –

- New flag at I-5 looks nice and appreciate pot-hole mentioned at last meeting being fixed.

Councilor Luzier – Where does the flag come from? *Public Works Superintendent, Aaron Swan – Ordered it through a broker, not sure where it is made.*

- Noticed other cities are making bicycles available to rent. Was thinking about the ability of having bikes at each end of town to ride back and forth to Ford's Pond or other areas. *City Manager – This would be a great project for Chamber and Tourism.*

Councilor Egbert –

- Would like to thank Swan for installing last set of benches. Now have 31 benches, 4 more are coming and possibly 7 to be ordered.

Councilor Luzier – Where are you planning to put these?

Councilor Egbert – Will start putting more on the west end of town; have been looking at possible locations throughout this project. This is a win-win for the City; the old benches are being removed and installed along Red Rock Trail.

Councilor Boggs –

- None

Councilor Meier –

- Did Scarborough land agreement ever get resolved? *City Manager – Discussed that just before this meeting, it is still in process.* Will it be done soon? *Community Development Director, Brian Elliott – The conditions Scarborough is interested in has been submitted to their attorney, now waiting for him to get back to us. This is moving forward.*

Councilor Stone – What are their demands? *There were some conditions, however do not have information here, will be able to provide later.*

Councilor Meier – Are these Scarborough’s conditions or City’s? *Scarborough’s, just additional information they were requesting.*

- Recently attended the Value Engineering Analysis with Councilor Stone, talked to Elliott about providing a Wastewater Treatment Plant Project update report at each Council meeting. This is a \$20 million project, would like to have the opportunity to ask questions. Update reports were provided during the start-up of the Fire Department; Council was comfortable with how things were going because we were informed. *City Manager – Elliott would be happy to do that.*

Councilor Stone – Red Rock Trail is completed, however, at the start people living in that area were concerned about added traffic on the trail, are there updates regarding that issue? *City Manager – There have been no complaints. City did deal with adding a fence behind Pineview as part of a settlement agreement.*

Councilor Egbert – Resident at the east end was very concerned about her dog barking all the time as people passed by, she stated she is more comfortable with the trail now.

Mayor McKnight –

- None

PUBLIC COMMENT –

Resident, Pam Cameron –

- Pat Bales is currently working on a list of benches throughout town and their location.
- A couple of meetings ago topic of City Manager’s evaluation came up, even though it is handled in Executive Session, was curious if that has happened? *Mayor – Yes, it has been completed.*
- Cameron shared concerns regarding behavior at previous Council meetings. An excerpt from Council Rules was read regarding the duties of the Mayor with keeping order and imposing restrictions necessary where conduct was concerned. Cameron requested Mayor McKnight stop discourteous actions and impose necessary restrictions as dictated in the rules.

ADJOURNMENT –

With no further business meeting adjourned at 7:43pm.

Approved: Jerry Gillham
Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris
Diane Harris, Deputy City Recorder

Todd McKnight
Todd McKnight, Mayor

APPROVED BY CITY COUNCIL AUGUST 8, 2016