



CITY OF WINSTON, OREGON

City Council Meeting Minutes

June 1, 2026

Meeting Body:	Winston City Council
Date:	Monday, June 1, 2026
Location:	Winston City Hall
Called to Order:	Regular City Council Meeting
Presiding:	Mayor Knutson

1. ATTENDANCE

Members Present

- Mayor Christie Knutson (Presiding)
- Councilor Allen Hobson (also presided over Urban Renewal Agency meeting)
- Councilor Dorie White
- Councilor Nick Wiggins

Members Absent

- Councilor Dave Cunningham (in Florida)

Staff Present

- Thomas McIntosh, City Manager
- Andy Howell, Public Works Director
- Police Chief Brandon Sarti
- Finance Director Ann Munson

2. URBAN RENEWAL AGENCY (URA) MEETING

Mayor Knutson suspended the City Council meeting and Councilor Hobson called the Urban Renewal Agency meeting to order. The URA meeting addressed two items before returning to the regular City Council session.

2A. Newsletter Funding Request — Steve Johnson

Steve Johnson presented a funding request to complete newsletter publications through the end of the fiscal year (June 30, 2026). He reported that expenditures had consumed nearly the entire annual newsletter budget. The final publication — the July edition prepared in June — required an additional \$980 to complete. Staff noted the precise amount was \$982 and some cents, and recommended rounding up to \$1,000 to ensure full coverage.

Motion	Moved By	Seconded	Result
Approve \$1,000 for URA newsletter to complete FY 2025-26 publications (amended from \$980)	Knutson	Wiggins	APPROVED — Unanimous Aye

2B. Public Hearing — URA Budget FY 2026-27

A public hearing was opened to accept public input on the Winston Urban Renewal Agency budget for fiscal year 2026-27. Staff presented the Oregon budget notice (LB1 equivalent for URA).

Budget figures presented by Ann Munson:

Category	FY 2024-25 Actuals	FY 2025-26 Adopted	FY 2026-27 Approved
Total Resources / Requirements	\$616,979	\$846,850	\$826,620

No conflict of interest disclosures were made. No public statements in opposition, in favor, or in general were received. Council had no questions.

Motion	Moved By	Seconded	Result
Open URA public hearing for FY 2026-27 budget	Knutson	Wiggins	APPROVED — Unanimous Aye
Close URA public hearing for FY 2026-27 budget	Wiggins	White	APPROVED — Unanimous Aye

The URA meeting was closed at 7:06 and control returned to the City Council.

3. CITY COUNCIL MEETING — REGULAR SESSION

3A. Public Hearing — City of Winston FY 2026-27 Budget

A public hearing was opened per Oregon law to accept public input on the proposed City of Winston budget for fiscal year 2026-27. Staff presented the Oregon LB1 form showing actuals, the adopted current-year budget, and the proposed budget.

Budget figures by fund:

Fund	FY 2024-25 Actuals	FY 2025-26 Adopted	FY 2026-27 Proposed
General Fund	\$3,938,138	\$4,288,152	\$3,786,814
Street Fund	\$1,472,079	\$891,776	\$1,279,730
Sewer Fund	\$3,895,427	\$7,624,738	\$8,136,480
Reserve Fund	\$2,393,223	\$2,393,223	\$2,393,223
Wastewater Treatment Facility	\$1,194,080	\$1,434,049	\$1,714,982
Community Center	\$160,929	\$118,300	\$112,241
Transportation Utility Fund	\$77,193	\$70,000	\$210,000
TOTAL	\$13,131,069	\$16,820,238	\$17,851,336

Additional budget notes:

- Permanent rate levy for taxes: \$4.2718 per \$1,000 assessed value (unchanged across all three years)
- Outstanding debt as of July 1: \$1,509,041
- Authorized but not yet incurred debt (DEQ loan): \$3,651,000

No conflict of interest disclosures were made. No public statements in opposition, in favor, or in general were received. Council had no questions. The hearing closed at

Motion	Moved By	Seconded	Result
Open public hearing for City of Winston FY 2026-27 budget	Hobson	Wiggins	APPROVED — Unanimous Aye
Close public hearing for City of Winston FY 2026-27 budget	White	Hobson	APPROVED — Unanimous Aye

3B. Approval of Council Minutes — May 18, 2026

Mayor Knutson noted one correction to the May 18, 2026 minutes: the minutes incorrectly attributed a concern about changing the Park Board to a Park Committee to Councilor Wiggins. The mayor stated the concern was raised by Councilor Hobson, and requested the correction be reflected in the record so as not to discourage community members from joining the committee.

Motion	Moved By	Seconded	Result
---------------	-----------------	-----------------	---------------

Accept May 18, 2026 minutes as corrected

Wiggins

White

APPROVED
— Unanimous
Aye

4. COMMENTS FROM THE AUDIENCE

The mayor opened the floor to public comment. Speakers were allotted a maximum of three minutes and asked to state their name and address for the record.

4A. Brooke Bustrum — Booster Club Luau Report

Brooke Bustrum, 184 Danielle Dragon, Winston. Newly elected Booster Club President.

Ms. Bustrum reported that the Booster Club held a luau fundraiser the previous Saturday after a seven-year hiatus. Key highlights:

- Approximately 115 attendees
- Raised approximately \$10,000
- Wildlife Safari donated the venue and brought animals to the event
- The event went smoothly and the Booster Club plans to make it an annual event going forward

Council congratulated Ms. Bustrum on her appointment and commended the successful event.

4B. Levi Zundel — Music Festival Proposal

Levi Zundel, 61 Southwest Civil Bend (behind Johnny's). Distributed informational handouts to council members.

Mr. Zundel presented a proposal for an all-day outdoor music festival to benefit the Winston Area Food Pantry, specifically to assist in acquiring a permanent location. Key details:

- Event hours: 12:00 PM to 10:00 PM
- Free admission; voluntary cash and food donations requested
- 16 local bands confirmed to perform without pay, across multiple genres (folk, punk, Indian music, and others)
- A raffle for a merchandise prize package (t-shirts, CDs) will be offered to donors
- All proceeds — net of minimum necessary event costs — go directly to the Winston Area Food Pantry
- Inspired by a prior event that drew under 250 attendees and raised 1,000 lbs. of food and nearly \$2,000
- Event scheduled for August 22nd

Mr. Zundel also requested confirmation that the City Council had previously voted to waive the park stage rental fee (approximately \$450-\$500). City Administrator McIntosh indicated he believed the Council had approved this at a prior meeting but the item was not on this evening's agenda. Staff agreed to confirm the prior vote and notify Mr. Zundel; if not previously approved, the item would be placed on the next agenda.

5. STAFF REPORTS

5A. Public Works — Andy Howell

Public Works Director Andy Howell provided the following updates:

Sewer/Utility Project (Black Pearl Contractor):

- The contractor (Black Pearl) has submitted their submittals — a list of materials and equipment for the project
- Submittals are currently under review by the engineer
- DEQ approval may take up to 30 days
- Once DEQ approves, a notice to proceed will be issued and construction will begin
- The project will start on the treatment plant side with horizontal boring; the contractor will bore from the plant side and pull pipe back
- Public Works plans to film portions of the work to share with Council

Riverbend Park — Playground Removal:

- The aging playground structure at Riverbend Park has been removed after a safety failure over a holiday weekend when a ladder pulled away from the structure (bolts pulled through)
- The area is now fenced off; only the swing set remains
- The community had comments about the removal; staff acknowledged this was expected

Riverbend Park — Hazard Tree:

- A large tree at Riverbend Park has a significant split running approximately 6 feet deep and is leaning toward the river
- Staff assessed the tree and confirmed it poses a safety hazard
- The tree is slated for removal; staff will act promptly given the safety concern
- Staff will attempt to top as high as possible where feasible to allow regrowth, but this particular tree requires full removal

5B. Administration — Thomas McIntosh

City Administrator McIntosh provided two updates:

Election Packets:

- Election filing packets will be available starting June 3, 2026
- Three positions are up for election: one seat per ward, plus the Mayor position
- Candidates for Council must collect 12 signatures; Mayor candidates require 25 signatures
- Filing deadline: August 25, 2026

County Dispatch / 911 Agreement:

- The City has a \$134,000 annual contract with Douglas County for 911 dispatch and radio maintenance

- The contract has historically seen a 3% annual increase; the City is locked in at 3% for the upcoming year
- County officials discussed at a recent budget committee meeting that future increases may be tied to actual economic cost factors rather than a fixed 3%, potentially raising the rate to 5-6%
- This is a general fund expenditure; any increase will exacerbate budget pressures — staff will monitor closely

6. OLD BUSINESS

No old business items were presented.

7. NEW BUSINESS

7A. New Business License — Wiley Wagon

A new business license application for Wiley Wagon, submitted by Mrs. Wiley (wife of Stuart Wiley), was presented for Council approval.

Motion	Moved By	Seconded	Result
Approve new business license for Wiley Wagon	Wiggins	White	APPROVED — Unanimous Aye

7B. Council Workshop Dates

No council workshop dates were set at this time.

7C. Resolution No. 26-1226 — DC Narcotics Agreement (DINT)

City Administrator McIntosh read Resolution No. 26-1226 by title only:

"A Resolution of the City of Winston, Oregon City Council authorizing the City Manager to enter into an agreement with the Douglas County Interagency Narcotics Team (DINT) to allow full assignment of one full-time certified police officer."

Chief of Police provided background on DINT and the proposed assignment:

- DINT (Douglas County Interagency Narcotics Team) was formed in 1989 (officially operational in 1990) as a multi-agency drug enforcement task force
- Original partners included Douglas County Sheriff's Office, Roseburg Police Department, Oregon State Police, BLM, Forest Service, and National Guard
- The assignment is in lieu of reinstating a recently vacated officer position; current staffing levels will be maintained and one officer will be assigned to DINT
- The assignment is fully funded by DINT/county grant for the first year, including wages, benefits, overtime, and a take-home vehicle
- The city will pay wages and bill Douglas County on a quarterly basis for reimbursement

- Chief dedicated \$30,000 in the overtime line for narcotics-related work
- Officer assignment expected to begin July 1, 2026 (possibly earlier)
- Grant funding is for one year; continuation depends on grant extension

DINT Commander Lt. Nick Hansen (Douglas County Sheriff's Office) provided additional context:

- DINT is governed by an independent advisory board comprised of: the Sheriff, a Roseburg PD Captain, a County Commissioner, an OSP Lieutenant, and District Attorney Rick Wesenberg
- DINT operates with its own policies, procedures, asset forfeiture, civil attorney, and office — largely independent of any single agency
- Officers who serve with DINT gain significant investigative experience; many go on to leadership roles (e.g., current Roseburg Police Chief, Roseburg PD Captain, Sheriff John Hanlin, and prior OSP Superintendent are all DINT alumni)
- DINT works in partnership with the DEA, ATF, and federal prosecutors (AUSA); detectives have direct daily access to an assigned attorney
- Sending an officer entitles Winston to priority status for DINT investigative resources within the community

7D Ordinance 26-723 Second Reading

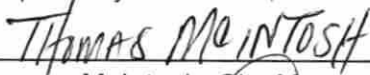
7E Ordinance 26-724 Second Reading

Motion	Moved By	Seconded	Result
Approve Resolution No. 26-1226 authorizing City Manager to execute the DINT agreement	Wiggins	Hobson	APPROVED — Unanimous Aye
Adopt Ordinance No. 26-723	White	Hobson	APPROVED — Unanimous Aye
Adopt Ordinance No. 26-724	Wiggins	White	APPROVED — Unanimous Aye

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:47.

Respectfully Submitted,


Thomas McIntosh, City Manager

Approved by Mayor:

