

RESOLUTION NO. 2008-01

A RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM

WHEREAS, the City Council of the City of Roseburg, Oregon, does hereby find as follows:

WHEREAS, the President in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, and local governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all Federal, State and local homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary and desirable that all Federal, State, and local emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, and local organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the city's/county's ability to utilize federal funding to enhance local agency readiness, maintain first responder safety and streamline incident management processes, and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various city/county incident management activities, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Roseburg, Oregon, that the National Incident Management System (NIMS) is established as the City/County standard for incident management. This Resolution shall become effective immediately upon approval by the City Council.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT
ITS REGULAR MEETING ON THE 14th DAY OF JANUARY 2008.**

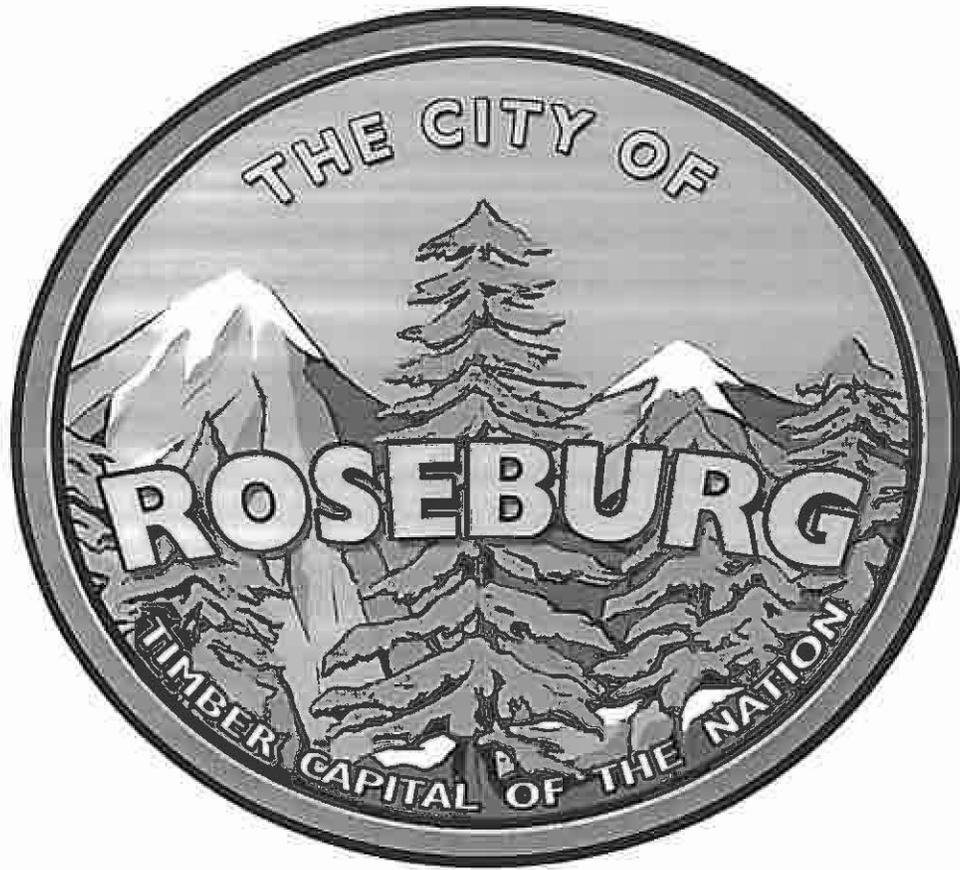


Debi Davidson, Acting City Recorder

CITY OF ROSEBURG

EMERGENCY OPERATIONS PLAN

Basic Plan



January 2008

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CITY OF ROSEBURG EMERGENCY OPERATIONS PLAN

BASIC PLAN

1. PURPOSE

This Plan sets forth the following actions to be taken by the emergency organizations designated by the City of Roseburg and cooperating private institutions to:

- Prevent or reduce disasters;
- Reduce the vulnerability of city residents to any disasters that cannot be prevented;
- Assess capabilities and establish procedures for protecting citizens from the effects of disasters;
- Respond effectively to the actual occurrence of disasters; and
- Provide for recovery in the aftermath of any emergency involving extensive damage or other debilitating influence on the normal pattern of life within the community.

Used as a management tool, this Plan will increase the City's ability to develop a timely and efficient emergency program, thereby mitigating the effects of an emergency or disaster on people and property.

The Emergency Operations Plan (EOP) emphasizes the extraordinary emergency response functions applicable to all emergencies or disasters, while recognizing the unique aspects of specific types of hazards. In addition, the EOP outlines basic response functions commonly applicable to all hazards in developing a systematic approach to the management of any type or magnitude of emergency or disaster.

The guidelines and procedures included in this Plan have been prepared utilizing the best information and planning assumptions available at the time of preparation. There is no guarantee implied by this Plan. In an emergency, resources may be overwhelmed and essential services may not be available. Deviation from these guidelines may be necessary given the facts of any particular situation.

2. SITUATION AND ASSUMPTIONS

Situation

The City of Roseburg is exposed to various hazards, which have the potential to disrupt the community, cause damage and create casualties. Possible natural hazards include drought, earthquake, large disastrous fires, flood, severe weather and volcanic activity. There is also the threat of technological hazards, those caused by human omission or error, such as transportation accidents, hazardous materials incidents or utility failures. A civil disturbance or a terrorism incident could also occur.

Assumptions

The City of Roseburg will continue to be exposed to the hazards noted above as well as others which may develop in the future.

County and local governments are primarily responsible for emergency management actions and will commit all available resources to protect lives and minimize damage to property.

Outside assistance will be available in most emergency situations affecting the City. Although this Plan defines procedures for coordinating such assistance, it is essential for the City of Roseburg to be prepared to carry out disaster response and short-term actions on an independent basis.

It is possible for a major disaster to occur at any time and at any place in the city. In some cases, dissemination of warning and increased readiness measures may be possible; however, many disasters and events can, and will, occur with little or no warning.

A major disaster event will likely affect the lives of many City of Roseburg and other local response agency employees limiting or preventing them from performing emergency response activities.

Local government officials recognize their responsibilities for the safety and well-being of the public and will assume their respective responsibilities in the implementation of this Emergency Operations Plan.

The intent of this Plan is to reduce disaster-related losses.

3. PHASES OF EMERGENCY

The Basic Plan follows an all-hazard approach and acknowledges that most responsibilities and functions performed during an emergency are not hazard-specific; therefore, this Plan accounts for activities before and after, as well as during, emergency operations. The phases of emergency management are addressed below.

Mitigation

Mitigation activities are those which eliminate or reduce the probability of a disaster occurring, including long-term activities that lessen the undesirable effects of unavoidable hazards.

Preparedness

Preparedness activities, programs, and systems are those that exist prior to an emergency and are used to support and enhance response to an emergency or disaster. Planning, training and exercising are among the activities conducted under this phase.

Response

Response involves activities and programs designed to address both immediate and short-term effects at the onset of an emergency or disaster. Response is geared towards reducing casualties and loss of life, protecting the environment, minimizing damage and facilitating recovery. Activities include direction and control, warning, evacuation, rescue and other similar operations.

Recovery

Recovery involves both short-term and long-term processes. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or an improved, state of affairs. The appropriate time to institute mitigation measures, particularly those related to a recent emergency, is during the recovery period, including reassessing the EOP and planning process for deficiencies. Restoration to upgrade damaged areas is appropriate if it can be shown extra repairs will mitigate or lessen the chances of damages caused by another such similar disaster.

4. LEVELS OF EMERGENCY

To ensure that the City responds appropriately, emergency status and levels are listed below along with the action to be taken during each level. Emergency situations that are within the normal scope and control of the responsible department are not considered here.

Any given level may be bypassed, if necessary, to allow response to proceed directly to a higher level. As an emergency progresses to higher levels, the stated activities of previous levels will continue to be enacted.

Level One: Potential Emergency

Definition

At this level, there is a strong potential that the department attempting to control the emergency will exhaust its resources before bringing the emergency under control.

Action

The City Manager and all Department Heads (or their designees), the Public Information Officer and the 9-1-1 Center are notified of a possible emergency and will alert key personnel within their respective departments of the situation.

Level Two: Actual Local Emergency

Definition

The responsible department has determined that an emergency has escalated beyond its capability to control, given its resources. The responsible department requires assistance from other departments to control a problem.

Action

The EOC will be activated. Initial staffing for the EOC will consist of the City Manager, all Department Heads, the Public Information Officer, the City Manager's Management Technician and any other staff deemed necessary by the City Manager. The City Manager will designate an Incident Commander based on the nature of the incident and the criteria in the Emergency Management Organization section of the Basic Plan.

Level Three: Declare State of Emergency

Definition

The emergency is of a magnitude requiring County, State and/or Federal assistance. Local resources, including mutual assistance response, are insufficient to cope with the situation, and the incident requires response from other levels of government to protect lives, protect the environment and minimize property damage for a large portion of the population.

Action

The City's Emergency Operations Plan and EOC will be activated. The City Manager will Declare a State of Emergency exists. The Mayor and City Council will be notified of the situation.

5. STEPS FOR DECLARATION OF EMERGENCY

The City Manager will sign an order declaring a State of Emergency for the City of Roseburg when the situation progresses to a level three emergency. The City must first expend, or nearly deplete, its own resources, including those available through mutual aid agreements, before requesting assistance from Douglas County. All requests will be made by the City

Manager or by another official duly authorized by the City Manager or the EOP. After County resources have been expended, the Board of County Commissioners may request assistance from the State of Oregon.

Requests for State or Federal assistance, including National Guard or other military services, will be made to the Oregon Emergency Management Agency (**OEM**) in Salem through the Douglas County Emergency Manager. Only the County's governing body may ask the Governor for a declaration of emergency. Only the Governor may request a declaration of emergency from the President of the United States. Following a presidential declaration of emergency, Federal assistance will be made available.

6. CONCEPT OF OPERATIONS

Local government has the primary responsibility for emergency management operations. These operations are designed to protect lives, minimize property damage and provide for continuation of critical services to customers. This Plan is based upon the concept that the emergency functions for various departments involved in emergency management will generally parallel normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases; however, employees may be assigned to work in areas and perform duties outside their regular job assignments. Day-to-day functions that do not contribute directly to an emergency may be suspended for the duration of an emergency, and efforts that would typically be required for normal daily functions will be redirected to accomplish emergency tasks by the department concerned.

If it should be determined that the normal functions of the City are not sufficient to meet the emergency or disaster effectively, the City Manager may declare a state of emergency. The effect of the declaration is to activate recovery and rehabilitation aspects of the Plan and authorize the furnishing of aid and assistance.

7. EMERGENCY RESPONSE PRIORITIES

Priorities for assignment of City of Roseburg resources during emergency response are as follows:

A. Protection of Life

1. Emergency response personnel
2. General public

B. Stabilization of the incident

1. Bring the situation to a point of order

2. Determine a course of action
3. Prevent the incident from expanding
4. Isolate the scene and ensure security

C. Protect the Environment

1. Contain or neutralize any hazardous materials that may be released
2. Ensure, to the extent possible, that emergency response activities do not adversely impact the environment

D. Protect Public and Private Property

1. Facilities essential to emergency response are high priority
2. Hospitals and temporary care shelters are high priority

E. Restoration of Critical Services

1. Services necessary to sustain emergency response services are high priority
2. Services essential to the well being of responders and the public are high priority

8. DIRECTION AND CONTROL

General

The City Manager is responsible for ensuring that coordinated and effective emergency response systems are developed and maintained. Departments will perform emergency activities closely related to those they perform routinely. Specific positions and departments are responsible for fulfilling their obligations as presented in the Basic Plan and individual annexes.

The City of Roseburg will manage all emergency response using the National Incident Management System (**NIMS**) Incident Command System (**ICS**). The City Manager will designate an Incident Commander, based on the type of emergency at hand. Each department will be responsible for having its own standard operating procedures (**SOPs**) to be followed during applicable response and recovery operations.

Outside assistance, whether from other political jurisdictions or from organized volunteer groups, will be requested and used only as an adjunct to existing City services when the situation threatens to expand beyond the City's response capabilities.

Continuity of City Operations

Succession of Authority

To maintain City operations and ensure the orderly continuation of leadership in an emergency situation, the following order of succession and responsibility is established:

- City Manager
- City Recorder
- Fire Chief
- Police Chief
- Human Resources Director
- Public Works Director
- Finance Director
- Community Development Director

Preservation of Records

In order to provide normal government operations following a disaster, vital records must be protected, including legal documents and personnel records. The principal causes of damage to records are fire and water; therefore, essential records should be protected accordingly.

9. EMERGENCY MANAGEMENT ORGANIZATION

The Emergency Management Organization (**EMO**) consists of all levels of City government. The Mayor, City Council, City Manager, Department Heads, City Attorney and individual departments all have certain responsibilities in the mitigation, preparedness, response and recovery phases of emergency management for the City of Roseburg.

The Emergency Operations Plan (**EOP**) is based on the National Incident Management System (**NIMS**). The EMO is structured to follow the Incident Command Structure (**ICS**). Responsibilities within the EMO structure are as follows:

Mayor and City Council

- Approval and adoption of EOP Basic Plan;
- Convene City Council for emergency session(s) [Mayor];

- Assist in communication and coordination efforts with elected officials of other governmental entities [Mayor];
- Be available to address the community and act as a conduit, within their respective wards or evacuation centers, to disseminate information during the course of a disaster event;
- Meet, as needed, to provide policy direction and enact ordinances that reduce the impact to citizens. Examples include flood plain ordinances, land use and development codes and anti-price-gouging ordinances; and
- Determine funding levels through the budget for emergency mitigation, planning, response and recovery activities.

City Manager/Department Heads

The City Manager will determine, based on the nature of an emergency, which Department Heads will staff the EOC. Department Heads not immediately reporting to the EOC will either report to their respective departments to provide staff assistance or prepare to take a later shift at the EOC. The City Attorney's role is to advise the Incident Commander and Department Heads regarding legal matters and provide assistance in presenting emergency ordinances to the City Council for adoption. The City Manager will work with the City Attorney to determine which legal measures are to be processed by the City Council. The City Manager is responsible for declaring a state of emergency and, if necessary, requesting additional assistance from other jurisdictions or higher levels of government. Responsibilities of Department Heads are as follows:

- Provide resources to ensure staff receives necessary training for managing emergency events, including maintenance of the Emergency Plan;
- City Manager will appoint the Incident Commander, and a second shift Incident Commander, when it becomes apparent the event will extend in to a second shift;
- Maintain communication and support with Mayor and City Council; stay informed of event status;
- Determine City services to be curtailed or modified during the course of an emergency, including determining an appropriate time for services to come back online;
- Provide policy guidance to the Incident Commander;
- Review critical press releases prior to release; and
- Determine priorities for City resources;

Incident Command System (ICS)

The City of Roseburg has selected the Incident Command System (ICS) as the method for managing emergency incidents. The ICS structure utilizes a standard format, defining operational and support functions, by providing a standard description and pre-defining duties and responsibilities for each function, and delineating lines of authority and communication.

The City Manager is responsible for appointing the Incident Commander (IC) and will coordinate appointment of the IC with the Department Head of the specific department assigned responsibility for the disaster. The City Manager may determine that a Unified Command is the preferred model for responding to various emergency events and the City Manager may appoint a lead Incident Commander and other Department Managers to act in a Unified Command structure. The City of Roseburg IC may request lead staff from another responding agency to participate in a Unified Command Structure.

The City Manager, with assistance from Department Heads, is responsible for keeping the Mayor and City Council informed as to the magnitude of the emergency and progress of the response.

Department Responsibilities:

Typically, the IC would be appointed from the Department designated as "lead" in this Plan. The City Manager will consider the following guidelines for appointment of the Incident Commander (IC) based on the type of emergency incident and these examples.

Public Works Department

- ✓ Weather-related events, i.e., ice, snow, wind, flood;
- ✓ Volcanic eruption;
- ✓ Earthquakes; and
- ✓ Landslides.

Fire Department

- ✓ Conflagration;
- ✓ Hazardous materials incident; and
- ✓ Transportation/mass casualty incident.

Police Department

- ✓ Civil disturbance; and
- ✓ Criminal Acts.

Incident Commander (IC)

Directs all response activities and is in charge of all operational aspects of an emergency. The IC also keeps the City Manager apprised of the situation and response effort. In addition, the IC is responsible for coordinating all efforts and determining necessary resources for any given emergency. The IC will determine which elements of the Incident Command System will be implemented and may choose to delegate certain duties.

Command Staff

Command Staff includes the Public Information Officer; Liaison Officer and Safety Officer, all of whom report directly to the IC.

General Staff

General Staff includes the Operations Chief, Planning Chief, Logistics Chief and Finance Chief, all of whom report directly to the IC.

10. EMERGENCY OPERATIONS CENTER (EOC)

EOC and Mobile Command Vehicle

All Emergency response and support activities will be coordinated from the City of Roseburg EOC located at City Hall, 900 SE Douglas Avenue, main conference room, 3rd floor. The EOC will be activated upon notification of a possible or actual major emergency. During large-scale emergencies, the EOC may become the seat of government for the duration of a crisis. Command Staff, and General Staff will report to, and remain in, the EOC during the emergency as directed by the IC.

If this facility is not functional when the EOC is activated, the backup EOC is located in the Public Works lunchroom, 425 NE Fulton Street. If the primary EOC and back up EOC are not useable, the City Mobile Command Unit will be used until an alternate EOC location is established.

During emergency operations and upon activation, the EOC staff will assemble as outlined in the EOP and directed by the Incident Commander.

Security will be provided at the EOC for all activations and only authorized personnel will be allowed in the EOC. Media will not be allowed inside the EOC. The IC will determine the level of security provided depending on the nature of the incident.

Authority for Activating

Authority for activating and initiating the command structure of the EOC will be one of the following (as appropriate):

- City Manager;
- Fire Chief;
- Police Chief; or
- Public Works Director.

Mobile EOC/Field Incident Command Post

The Mobile Command Unit may be used as the Field Incident Command Post at a location of an actual incident. It may be the location from which the actual field direction to emergency response personnel takes place or may be utilized in a limited scope as an EOC in the event that all fixed EOCs are out of service. The Field Incident Command Post can, with its communications and administrative capabilities, be operated at a safe designated site as the EOC. It may be staffed by Police, Fire, or Public Works personnel in the event of a major incident, or by representatives from various departments.

Joint Information Center (JIC)

A Joint Information Center (JIC) will be established to support EOC activations as needed. The JIC for both the City Hall EOC and the back up EOC will be the City Hall Council Chambers. The Douglas County Justice Center, 1036 SE Douglas Avenue, will serve as the back up JIC. This site will open for all City of Roseburg EOC activations. The JIC will coordinate all media and public information releases and requests for the EOC and Field PIOs.

11. EMERGENCY AUTHORITY

In accordance with ORS 401.309 Emergency Management Series, the Roseburg City Charter and Roseburg Municipal Code, the City Manager may take extraordinary measures in the interest of effective emergency management. These powers include but are not limited to:

- Declaration of a local state of disaster;
- Wage, price and rent controls and other economic stabilization measures;
- Curfews, blockades and limitations on utility usage;
- Rules governing ingress to and egress from the affected area; and
- Other security measures

All physical resources within the City of Roseburg whether publicly or privately owned, may be utilized when deemed necessary by the City Manager. The City of Roseburg assumes no financial or civil liability for the use of such resources. Accurate records of such use will be maintained to ensure proper reimbursement for those resources.

As provided for in the Oregon Revised Statutes and Executive Order of the Governor, the City Manager may exercise the same powers, on an appropriate local scale, granted to the Governor.

12. ORGANIZATION AND ASSIGNMENT OF FUNCTIONAL ANNEX RESPONSIBILITIES

The Emergency Operations Plan (EOP) consists of several components--the Basic Plan, Functional Annexes and Appendixes. The Basic Plan describes the overall general framework and operation of the EOP. The City Manager and Department Heads will follow the Basic Plan during an emergency. Their responsibilities are outlined in this component of the Plan. Other individuals assigned to a position in the ICS structure will find a checklist of the assigned position's responsibilities in one of the Functional Annexes or Appendix of the Plan.

How the Functional Annexes Work

Functional Annexes provide policy, procedures and guidelines for carrying out various emergency functions. Functional Annexes are supplemented by Department operating procedures and checklists. Functional Annexes may identify personnel positions and their responsibilities that may be staffed when the EOC is activated. For the purposes of this Plan, a personnel position is a title identified within a Functional Annex and accompanied by a checklist of responsibilities. An ICS position has standard ICS duties, titles and a checklist of responsibilities.

Based on the Integrated Emergency Management System (IEMS), all of the activities that occur during an emergency situation are grouped into general categories, such as evacuation and law enforcement. In most cases, the department for which these functional activities most resemble normal day-to-day operations will take the lead on developing, carrying out and updating the Annex. For example, the Police Department is normally responsible for traffic control. This responsibility will carry through as traffic control is needed in evacuation and other circumstances. Most of the individuals who staff that annex will probably be from that department; however, in some cases, other departments may have an assisting role in carrying out that annex. When this happens, those individuals from assisting departments who help to staff the positions outlined in the annex will report to the appropriate person designated in the annex chain of command flow chart. This person may or may not be from the department for which the individual works under normal operating conditions.

13. ADMINISTRATION AND LOGISTICS

Mutual Aid Agreements

Should local resources prove to be inadequate during an emergency, requests will be made for assistance from other local jurisdictions and agencies in accordance with existing or emergency negotiated mutual aid agreements and understandings. Such assistance may take the form of equipment, supplies, personnel or other available

capabilities. All agreements will be entered into by duly authorized officials and will be formalized in writing whenever possible.

State/Federal Assistance

Requests for State or Federal assistance, including National Guard or other military services, will be made to the Oregon Emergency Management Agency (OEM) in Salem *through* the Douglas County Emergency Manager. Only the County may ask the Governor for a declaration of emergency. Only the Governor may request a declaration of emergency from the President of the United States. Following a presidential declaration of emergency Federal assistance will be made available.

14. PLAN DEVELOPMENT, MAINTENANCE AND IMPLEMENTATION

- The City of Roseburg Emergency Operations Plan Administrator is responsible for keeping the EOP updated. The City Manager has delegated the Human Resources Director as the Emergency Operations Plan Administrator.
- The development and continued update of all Functional Annexes is the responsibility of the Department Head identified on each annex and in the Basic Plan section of this document. The Plan Administrator will send out an update notice to Department Heads and the City Manager at a minimum of once a year, normally in the Fall. Each department/division is responsible for reviewing its Functional Annex sections and updating with current information upon request from the Emergency Plan Administrator. All changes must be forwarded on hard copy. No exceptions will be made to this rule. The Emergency Plan Administrator will make the revisions and forward copies to those individuals on the Plan distribution list.
- Each Department is responsible for ensuring their respective section of the Resource Appendix is kept updated with the most current information. At six-month intervals (approximately May and November) the Emergency Plan Administrator will send out update notices, and hard copies of the Resource Appendix will be reprinted and distributed to authorized locations.
- An annual review and update of the Basic Plan, as well as other remaining components of the Plan, will be the responsibility of the Emergency Plan Administrator.
- The Plan will be updated, as necessary, based upon deficiencies identified by drills and exercises, changes in local government structure, technological changes, etc. Approved changes will be incorporated into the Plan and forwarded to all departments and individuals identified as having possession of a full version of the Plan. Changes to the Basic Plan will be forwarded to holders of a full Plan as well as to those who hold Basic Plans only.
- The Basic Plan section of the EOP is authorized and adopted by the Roseburg City Council. Minor updates that do not impact policy may be made administratively by the

City Manager. Major changes or changes that alter polices must be approved and adopted by the City Council. Updates to Annexes and Appendixes may be done by Department Heads under the direction of the City Manager.

- The Plan will be activated at least once a year in the form of a simulated emergency in order to provide practical experience to those having EOC responsibilities.
- Each department will be responsible for providing the appropriate training to those individuals who will be expected to participate in the implementation of the Plan.
- This Plan supersedes and rescinds all previous editions of the City of Roseburg Emergency Operations Plan and is effective upon signing by the City Manager. ***If any portion of this Plan is held invalid by judicial or administrative ruling, such ruling shall not affect the validity of the remaining portions of this Plan.***

15. EMERGENCY MANAGEMENT PREPAREDNESS

- The City Manager is responsible for ensuring that City of Roseburg staff members are trained in appropriate emergency response procedures. Staff will be trained to levels specified by the National Incident Management System (**NIMS**).
- Command Staff and General Staff will attend basic Incident Command System (**ICS**) training and annual trainings on emergency management. Staff trained in ICS should receive a refresher course every two years.
- Staff designated for ICS positions will receive a minimum two hour training specific to the position or positions they are designated to fill or if determined by the Department Head, they will complete the Oregon Emergency Management (**OEM**) course related to the positions for which they are designated. The City of Roseburg will conduct or participate with Douglas County in one tabletop, functional or full-scale exercise annually. The EOC will be started up and tested at least once a year, normally as part of the annual exercise.
- The Plan Administrator will ensure the City Resource Appendix is kept updated on an ongoing basis and the Basic Plan, Functional Annexes and other remaining components receive an annual review and are updated as needed.
- The City Manager will recommend ordinances which provide for emergency powers as well as promulgation of the Emergency Operations Plan as necessary.

16. FUNCTIONAL ANNEX RESPONSIBILITIES

Annex A – Law Enforcement Annex

→ **Lead Department: Police**
Annex Manager: Police Chief

Law enforcement provides resources to maintain civil order and ensure security of citizens, property, and, when necessary, incident scenes at which there is need for protection of evidence pending collection and corresponding investigation. This Annex covers responsibilities and procedures for maintaining security and order under crisis conditions and eventual recovery. Procedures for augmenting forces during emergencies, including these listed below are also described.

- Law enforcement;
- Traffic and crowd control;
- Isolation of damaged area(s) and security of crime scenes;
- Civil Disturbances; and
- Damage reconnaissance and reporting; and
- Security at the Emergency Operations Center (EOC) and other key response facilities.

Annex B - Fire and Rescue Annex

**→Lead Department: Fire
Annex Manager: Fire Chief**

The Fire and Rescue Annex is designed to provide a formal operational plan which, when implemented, will provide the City of Roseburg with a firefighting capability able to meet the demands of a disaster situation. In addition to firefighting, responsibilities for rescue, weather emergencies, biological incidents, terrorist related incidents and radiological defense operations are addressed. The checklist format is designed to serve strictly as a memory guide and is in no way intended to require implementation of every step or to necessarily list all the steps that may be needed to effectively stabilize the disaster. Fire Department functions will include:

- Fire prevention and suppression;
- Search and rescue operations;
- Inspection of damaged area for fire hazards; and
- Hazardous spills containment and cleanup.

Annex C - Public Works Annex

**→Lead Department: Public Works
Annex Manager: Public Works Director**

The Public Works function provides for a flexible emergency response capability involving engineering, construction, repair and restoration of essential public facilities and infrastructure. During a disaster event, the Public Works Department may

provide support for heavy rescue operations and may play a key role in establishing multipurpose staging areas and onsite command posts. Major responsibilities of the Public Works Department during a disaster event include operation of the Water Treatment Plant and water system; operation of the major street system; storm water collection system; traffic control systems; debris removal; contract repair of infrastructure; parks; maintenance of Public Works vehicles; Roseburg Airport and key City buildings. Public Works will use consultants and contractors to supplement in-house resources. Public Works responsibilities include:

- Barricading of hazardous areas and unsafe infrastructure until repairs can be made;
- Priority restoration/protection of streets and bridges, as well as the water treatment plant and distribution systems;
- Damage assessment;
- Debris removal;
- Coordination of volunteers; and
- Operate and maintain emergency generators.

Annex D - Care & Management of the Deceased Annex

**→Lead Department: Fire Department
Annex Manager: Fire Chief**

This Annex describes steps to be taken in the care and handling of individuals who are deceased due to the occurrence of a disaster. Activities are outlined concerning care and management for the deceased, including tagging of bodies, identification of deceased individuals, execution of the evidentiary process, transportation of bodies, notifying of next of kin and coordination with mortuary facilities. The Fire Department will:

- Provide resource to identify, track and preserve deceased; and
- Provide for coordination of Police, Fire, EMS and Medical Examiner in managing care of deceased.

Annex E - Communications Annex

**→Lead Department: Police Department
Annex Manager: Police Chief**

The Communications Annex deals with establishing, using, maintaining, augmenting and providing communications support necessary for emergency response and recovery operations. The Police Department will:

- Establish and maintain emergency communications systems;
- Coordinate use of all public and private communication systems necessary during emergencies;
- Coordinate and manage all emergency communications operated within the EOC following activation;
- Support operational needs of Douglas County 9-1-1 Center and County Fire Defense Board;
- Develop and implement a communication plan for incidents; and
- Coordinate efforts of Amateur Radio Services Operators (ARES).

Annex F - Damage Assessment Annex

**→Lead Department: Public Works
Annex Manager: City Engineer**

This function is to ensure that personnel and procedures are available to provide preliminary estimates and descriptions on the extent of damage resulting from large-scale disasters. Personnel in this Annex are responsible for evaluating street systems, bridges, water treatment and distribution systems and other infrastructure for use and safety. Damage Assessment staff will also work with the County Building Official to ensure timely post earthquake inspection of buildings within the City, as well as:

- Establish a damage assessment team from City employees with inspection/assessment capabilities and responsibilities;
- Develop systems for reporting and compiling information on dollar damage to tax-supported facilities and private property;
- Assist in determining geographic extent of damaged area;
- Compile estimates of damage for requesting disaster assistance; and
- Assess damage to streets, bridges, traffic control devices, water treatment and distribution system, airport facilities and other public works infrastructure.

Annex G – Debris Management Annex

**→Lead Department: Public Works
Annex Manager: Public Works Director**

This Annex describes procedures to be followed in the removal and recovery of debris resulting from natural and technological disasters or other major incidents. A coordinated effort will be necessary for the removal, collection and disposal of debris generated from a large event. The goal will be to use existing solid-waste best-practice strategies and methods to reduce, reuse, recycle, recover and landfill where

feasible. Initial debris assessment will determine if a disaster event is of significance to request assistance from outside resources. Debris management will help establish priorities for the allocation of resources; collaborate with damage assessment team needs; physically remove debris; open transportation routes; and, if needed, located temporary storage sites for the collection and recovery of debris. The Public Works Department will also:

- Establish and operate temporary debris storage and disposal sites;
- Identify method for estimation of debris quantities; and
- Provide for appropriate recovery and recycling efforts.

Annex H - Facilities Annex

**→Lead Department: Public Works
Annex Manager: City Engineer**

The Facilities function provides for flexible emergency response including the design, repair, restoration and operation of City facilities. During a disaster event, the Facilities Unit may play a key role in establishing site command posts, staging areas and other temporary facilities. The Facilities Unit would also be in a lead role for relocating City staff from damaged buildings to secure sites. The Facilities Unit will coordinate operation and maintenance of all generators that may be used in the operation of City facilities. The Unit will also:

- Ensure buildings critical to response efforts remain operational; and
- Establish temporary facilities as needed.

Annex I - Public Information

**→Lead Department: Police Department or Fire Department depending upon the incident
Annex Manager: Police Administrative Sergeant or Fire Marshal**

The goal of this functional activity is to increase public awareness of hazards and to provide information to the public before, during, and after emergencies. This Annex also provides for the effective collection and dissemination of information to control rumors. This Annex establishes responsibilities and procedures to:

- Conduct ongoing hazard awareness and public education programs;
- Compile and prepare emergency information for the public before an emergency occurs;
- Receive and disseminate warning information to the public and key City officials;
- Disseminate emergency public information as requested; and

- Arrange for media representatives to receive regular briefings on incident status during extended emergency situations; and handle unscheduled inquiries from the media and public.

Annex J - Volunteer Coordination Annex

| |
|---------------------------------------------------------------------------------------------|
| →Lead Department: Public Works Annex Manager: Parks and Recreation Manager |
|---------------------------------------------------------------------------------------------|

The purpose of this Annex is to provide framework for efficient utilization of volunteers during a disaster event. Volunteers are a valuable resource during disaster events throughout the response and recovery phases, and provide a great variety of skills, talents and eagerness to assist in disaster situations. The volunteer function must be organized and efficient to ensure maximum utilization of this resource. The Parks and Recreation Manager will:

- Provide tracking and coordination of emergent volunteer efforts;
- Recruit volunteers when specific need is identified;
- Manage emergent volunteer staging area; and
- Manage sign-up and check-in process for volunteer

RESOLUTION NO. 2008- 02

A RESOLUTION APPROVING THE ANNEXATION PETITION FOR PROPERTY OWNED BY ROBERT CARRICO AND MAEJUN LLC INTO THE ROSEBURG URBAN SANITARY AUTHORITY DISTRICT

WHEREAS, property owned by Robert Carrico and Maejun LLC, located in the Southwest Quarter of Section 16, Township 27 South, Range 5 West, Willamette Meridian, Douglas County, Oregon, and more particularly described in Exhibit "A" attached hereto, is located within the city limits of Roseburg; and

WHEREAS, the property owners have filed a petition for annexation of the property into the Roseburg Urban Sanitary Authority District; and

WHEREAS, the petition pertaining to the property complies with the Comprehensive Plan Goals, Objectives and Policy Statements (Goal 11 – Public Facilities and Services and Goal 14 – Urbanization); and

WHEREAS, the Petitioners are the sole owners of all property within the area proposed to be annexed into the Roseburg Urban Sanitary Authority District; and

WHEREAS, the proposed annexation petition complies with provisions of ORS Chapter 198; and

WHEREAS, the property is located within the City of Roseburg, and therefore, is a logical extension of the Roseburg Urban Sanitary Authority boundary; and

WHEREAS, the proposed annexation of the property into the District is consistent with the fundamental principles and applicable policies of the Roseburg Urban Area Comprehensive Plan Goals, Objectives and Policy Statements and other adopted City policies, and it is in the best interest of the City that the proposed area be annexed.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Council of the City of Roseburg, Oregon, as follows:

Section 1. The Roseburg City Council hereby approves the foregoing findings and annexation of the Robert Carrico and MaeJun LLC property into the Roseburg Urban Sanitary Authority District.

Section 2. This annexation applies only to property totally within the limits of the City of Roseburg. It neither intends nor extends to any property partly or wholly outside of the limits of the City of Roseburg.

APPROVED BY THE CITY COUNCIL OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 28th DAY OF JANUARY 2008.



Sheila R. Cox, City Recorder

EXHIBIT "A"

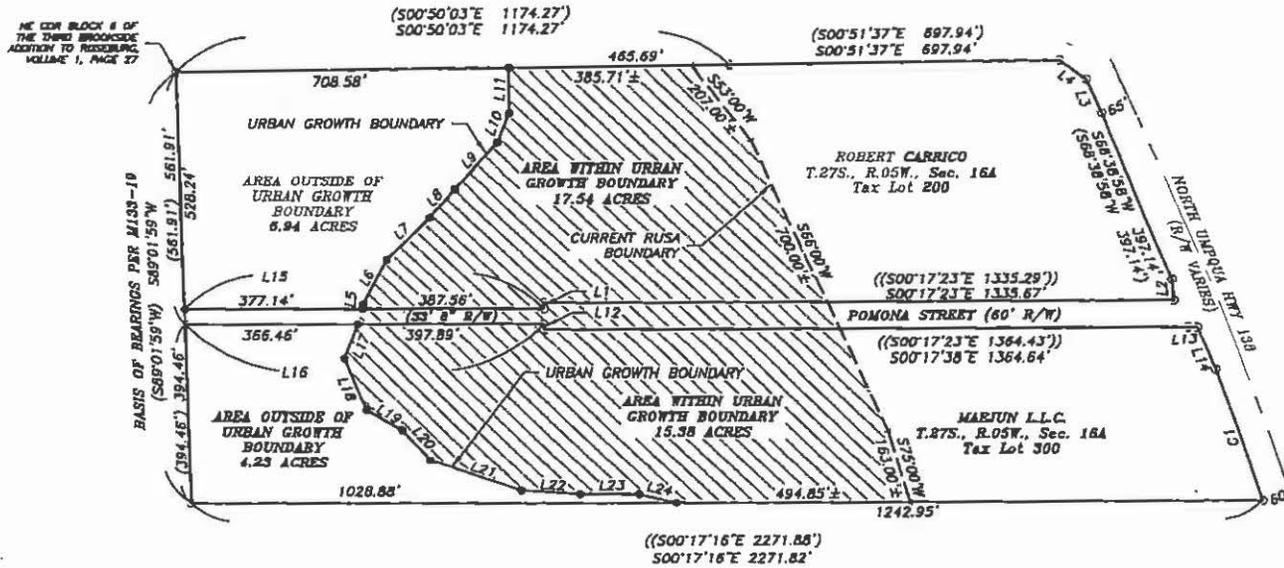
A parcel of land lying in Southwest 1/4 of Section 16, Township 27 South, Range 05 West, Willamette Meridian., Douglas County, Oregon, and more particularly described as follows:

BEGINNING at a point on the west line of Parcel 3 of Land Partition 2005-0037, Records of Douglas County, Oregon from which the northeast corner of Block 6 of the Third Brookside Addition to Roseburg, Volume 1, Page 27, Records of Douglas County, Oregon, bears N00°17'16"W, 1028.88 feet and N89°01'59"E, 956.37 feet, said point being the intersection of said west line of said Parcel 3 and the City of Roseburg Urban Growth Boundary as depicted on survey map M143-78, Records of Douglas County, Oregon; thence following the said Urban Growth Boundary per said M143-78, N13°46'18"E, 80.32 feet to a point; thence N00°05'11"E, 124.93 feet to a point; thence N03°27'25"E, 122.99 feet to a point; thence N19°18'29"E, 204.16 feet to a point; thence N47°37'12"E, 88.18 feet to a point; thence N30°22'53"E, 87.45 feet to a point; thence N67°28'41"E, 120.35 feet to a point; thence S68°20'27"E, 82.10 feet to a point on west Right-of-Way line of Pomona Street, said point being the intersection of the said Urban Growth Boundary and the said west Right-of-Way line of Pomona Street per said M143-78; thence S73°18'50"E, 35.22 feet to a point on east Right-of-Way line of Pomona Street, said point being the intersection of the said Urban Growth Boundary and the said east Right-of-Way line of Pomona Street per said M143-78, said point also being the northwest corner of Parcel 2 of Land Partition 2004-0068, Records of Douglas County, Oregon; thence following the north line of said Parcel 2, S83°32'32"E, 10.10 feet to a point; thence S62°57'57"E, 115.09 feet to a point; thence S45°05'29"E, 132.72 feet to a point; thence S48°19'28"E, 85.37 feet to a point; thence S48°42'03"E, 139.10 feet to a point; thence S68°03'20"E, 68.45 feet to a point; thence S89°19'21"E, 98.28 feet to the northeast corner of said Parcel 2; thence following the east line of said Parcel 2, S00°50'03"E, 385.71 feet more or less to the point intersection between the east line of said Parcel 2, and the north line of the current Roseburg Urban Sanitary Authority boundary as described in the Amendment to instrument number 82-07131, filed in the County Journal as Volume 123, Page 116, Records of Douglas County, Oregon; thence following the said north line of the current Roseburg Urban Sanitary Authority boundary, S53°00'W, 207.00 feet more or less to a point; thence S66°30'W, 700.00 feet to a point; thence S75°0'W, 163.00 feet more or less to the point on the west line of said Parcel 2 of Land Partition 2005-0037, thence following the west line of said parcel 2 and parcel 3, N00°17'16"W, 494.85 feet more or less to the POINT OF BEGINNING.

BASIS OF BEARINGS PER M143-78, Records of Douglas County, Oregon.

---END OF DESCRIPTION---

RUSA BOUNDARY
 for ROBERT CARRICO & MAEJUN L.L.C.
 PART OF BLOCK 6 OF THE THIRD BROOKSIDE ADDITION TO ROSEBURG
 SW 1/4 OF SEC. 16 AND NW 1/4 SEC. 21, T.27S., R.05W., W.M.
 DOUGLAS COUNTY, OREGON
 DECEMBER 2007



| NUMBER | DIRECTION | DISTANCE |
|--------|--------------------------------|----------------------|
| L1 | N89°42'37"E ((N89°42'37"E)) | 13.17' ((13.17')) |
| L2 | N85°49'25"E ((N86°09'32"E)) | 47.14' ((47.10')) |
| L3 | S66°42'07"W ((S66°42'07"W)) | 81.33' ((81.33')) |
| L4 | S35°17'50"W ((S35°17'50"W)) | 69.84' ((69.84')) |
| L5 | S83°32'32"E | 10.10' |
| L6 | S62°57'57"E | 115.09' |
| L7 | S45°05'29"E | 132.72' |
| L8 | S48°19'28"E | 85.37' |
| L9 | S48°42'03"E | 139.10' |
| L10 | S68°03'20"E | 68.45' |
| L11 | S89°19'21"E | 98.28' |
| L12 | S89°48'08"E ((S89°42'37"W)) | 13.20' ((13.17')) |
| L13 | N03°09'28"E ((N03°02'42"E)) | 19.30' ((19.32')) |

| NUMBER | DELTA ANGLE | RADIUS | ARC LENGTH | CHORD DIRECTION | CHORD LENGTH |
|--------|----------------------------|--------------------------|------------------------|--------------------------------|------------------------|
| C1 | 03°03'29" ((03°03'29")) | 5669.58' ((5669.58')) | 302.60' ((302.60')) | N72°15'00"E ((S72°15'19"W)) | 302.57' ((302.56')) |

| NUMBER | DIRECTION | DISTANCE |
|--------|--------------------------------|------------------------|
| L14 | N67°24'33"E ((N67°18'11"E)) | 98.98' ((99.07')) |
| L15 | S00°17'23"E ((S00°17'23"E)) | 764.70' ((764.70')) |
| L16 | S00°17'20"E ((S00°17'23"E)) | 764.35' ((764.31')) |
| L17 | N68°20'27"W | 82.10' |
| L18 | S67°28'41"W | 120.35' |
| L19 | S30°22'53"W | 87.45' |
| L20 | S47°37'12"W | 88.18' |
| L21 | S19°18'29"W | 204.16' |
| L22 | S03°27'25"W | 122.99' |
| L23 | S00°05'11"W | 124.93' |
| L24 | S13°46'18"W | 80.32' |

RECORD INFORMATION:
 () M133-19
 () SC09-2002-070

LEGEND:
 ● Set 5/8" x .30" Iron Rod with Yellow Plastic Cap marked "AA SURVEYING INC."
 ○ Found 5/8" Iron Rod, unless otherwise noted




SURVEYING & ENGINEERING, INC.
 ENGINEERING · SURVEYING · PLANNING
 3076 NE DIAMOND LAKE BLVD.
 ROSEBURG, OREGON 97470
 TEL (541) 672-2086
 (541) 672-0611

RESOLUTION NO. 2008-03

A RESOLUTION SUPPORTING NON-SMOKING RESIDENTIAL UNITS IN HISTORIC DOWNTOWN ROSEBURG.

WHEREAS, Downtown Roseburg is a designated National Historic District that contains a significant inventory of historic commercial structures that are conducive to conversion of upper floors to housing; and

WHEREAS, Downtown Roseburg's historic structures were largely constructed in such a manner that the structures are more susceptible to fire damage as opposed to new construction; and

WHEREAS, the City of Roseburg's Land Use Development Code encourages uses of upper floors of historic structures downtown for residential uses; and

WHEREAS, the Historic Resources Review Commission supports a voluntary smoke free environment for historic structures in Historic Downtown Roseburg; and

WHEREAS, the non-smoking housing is an exciting market opportunity for Downtown landlords; and

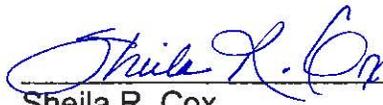
WHEREAS, most renters would prefer non-smoking buildings and many landlords say that a no-smoking rule helps them attract and keep tenants who understand the benefits of not smoking inside their homes; and

WHEREAS, a no-smoking rule is one of the easiest ways to reduce damage to residential dwellings.

NOW, THEREFORE, BE IT RESOLVED, that the Roseburg City Council asks the members of the rental business community and those property owners of rental housing, particularly in Historic Downtown Roseburg, to consider adopting a "No-Smoking Rule" for their rental dwelling units.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its adoption by the City Council.

APPROVED BY THE CITY COUNCIL OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 11TH DAY OF FEBRUARY 2008.



Sheila R. Cox
City Recorder

RESOLUTION NO. 2008- 04

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND
BUDGET APPROPRIATION TRANSFERS FOR FISCAL YEAR 2007-08**

WHEREAS, the City of Roseburg, Oregon adopted a budget and appropriated funds for fiscal year 2007-08 by Resolution 2007-9; and

WHEREAS, unanticipated revenues and expenditures are expected to exceed the original adopted budget and budgetary changes are necessary to provide increased appropriation levels to expend the unforeseen revenues; and

WHEREAS, ORS 294.480 and ORS 294.450 provides that a city may amend the current year adopted budget through the supplemental budget and budget appropriation transfer process; and

WHEREAS, publication requirements have been met as outlined by ORS 294.480(3) for the supplemental budget that include amending funds that differ by 10 percent or less in the regular budget for that fiscal year; and

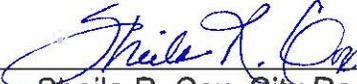
NOW, THEREFORE, IT IS HEREBY RESOLVED by the Council of the City of Roseburg, Oregon, that the budget for the fiscal year beginning July 1, 2007 and ending June 30, 2008 is amended to include the following:

| | <u>Current Appropriations</u> | <u>Change in Appropriations</u> | <u>Amended Appropriations</u> |
|----------------------------------|-----------------------------------|-------------------------------------|-----------------------------------|
| <u>Airport Fund</u> | | | |
| Beginning balance | \$ 20,000 | \$ 225,000 | \$ 245,000 |
| Capital Outlay | 230,000 | 125,000 | 355,000 |
| Materials and Services | 334,300 | 25,000 | 359,300 |
| Contingency | 43,450 | <u>75,000</u> | 118,450 |
| Total Requirements | | \$ 225,000 | |
| <u>Transportation Fund</u> | | | |
| Resources | \$ 2,761,787 | \$ 201,700 | \$ 2,963,487 |
| Materials and Services | 1,057,871 | <u>201,700</u> | 1,259,571 |
| Total Requirements | | \$ 201,700 | |
| <u>Economic Development Fund</u> | | | |
| Contingency | \$ 61,122 | \$ (25,000) | \$ 36,122 |
| Capital Outlay | - | <u>25,000</u> | 25,000 |
| Total Requirements | | \$ - | |

| | <u>Current Appropriations</u> | <u>Change in Appropriations</u> | <u>Amended Appropriations</u> |
|------------------------------------|-----------------------------------|-------------------------------------|-----------------------------------|
| <u>Facilities Replacement Fund</u> | | | |
| Capital Outlay | \$ 6,366,000 | \$ (350,000) | \$ 6,016,000 |
| Materials and Services | 25,000 | <u>350,000</u> | 375,000 |
| Total Requirements | | \$ - | |
| <u>Workers' Compensation Fund</u> | | | |
| Contingency | \$ 514,764 | \$ (125,000) | \$ 389,764 |
| Materials and Services | 275,236 | <u>125,000</u> | 400,236 |
| Total Requirements | | \$ - | |

This resolution shall become effective upon adoption by the City of Roseburg.

APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 28TH DAY OF JANUARY, 2008.



 Sheila R. Cox, City Recorder

**A RESOLUTION AUTHORIZING AND SUPPORTING APPLICATION FOR TRANSPORTATION
ENHANCEMENT GRANT**

WHEREAS, the City has been working closely with the Oregon Department of Transportation on the Diamond Lake Boulevard/Highway 138 Corridor Solutions Study; and

WHEREAS, all of the current alternatives presented in the aforementioned study involve capacity improvements to Diamond Lake Boulevard; and

WHEREAS, ODOT has included funding for capacity improvements to Diamond Lake Boulevard in its 2012 State Transportation Improvement Program; and

WHEREAS, the City desires to include additional pedestrian, bicycle, transit and/or streetscape improvements in addition to any capacity improvements that occur on the Diamond Lake Boulevard corridor; and

WHEREAS, the Oregon Department of Transportation is accepting applications for Transportation Enhancement Grant opportunities for pedestrian, bicycle, transit, and/or streetscape improvements; and

WHEREAS, the City of Roseburg desires to participate in this grant program to the greatest extent possible as a means of providing enhancements to the improvements on the Diamond Lake Corridor; and

WHEREAS, the Roseburg Public Works Commission discussed the Transportation Enhancement grant application at their April 10, 2008 meeting and forwarded a recommendation to the City Council to support the grant application; and

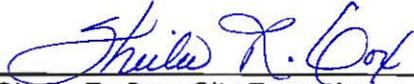
WHEREAS, the applicant hereby certifies that the matching share for this application is readily available at this time;

IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG, that

Section 1. The City Manager is hereby authorized to sign an application for the Transportation Enhancement Grant program for pedestrian, bicycle, transit, and/or streetscape improvements to the Diamond Lake Boulevard corridor to be constructed concurrently with capacity improvements performed by ODOT.

Section 2. This Resolution shall become effective immediately upon its adoption by the City Council.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS REGULAR
MEETING ON THE 28th DAY OF APRIL 2008**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-06

A RESOLUTION ADOPTING THE 2008 COMPREHENSIVE PARKS MASTER PLAN

WHEREAS, on April 14, 1997, the Roseburg City Council adopted a Comprehensive Parks Master Plan detailing capital improvements and other parks needs for a ten-year time period; and

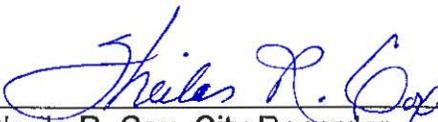
WHEREAS, on February 12, 2007, the Roseburg City Council awarded a contract to Moore, Iacofano, Goltsman, Inc. (MIG) to produce a new Comprehensive Parks Master Plan to define parks and recreation related needs for the next twenty-years; and

WHEREAS, on April 2, 2008, the Roseburg Parks Commission recommended approval of the 2008 Comprehensive Parks Master Plan; and

WHEREAS, the implementation of the improvements outlined in the Comprehensive Parks Master Plan will require identifying additional financing mechanisms;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, Oregon, that the 2008 Comprehensive Parks Master Plan is hereby adopted and the City may pursue identifying additional funding sources required for implementation.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 28TH DAY OF APRIL, 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008- 07

**A RESOLUTION EXEMPTING AN AIRCRAFT HANGAR CONSTRUCTION PROJECT
FROM THE COMPETITIVE SELECTION PROCESS**

WHEREAS, Section 3.06.035 of the Roseburg Municipal Code (RMC) states that the City Council on its own initiative or upon the request of the Purchasing Agent, may create special selection, evaluation and award procedures for, or may exempt from competition, for the award of a special public contract or class of public contracts;

WHEREAS, on December 11, 2006, the City of Roseburg awarded a bid for the construction of aircraft hangars (the project) to Jack Mathis Construction, LLC (the contractor); and

WHEREAS, the City's engineer has documented construction deficiencies in the hangars that have been constructed by the contractor; and

WHEREAS, the City has requested that the contractor correct the construction deficiencies; and

WHEREAS, the contractor has failed to correct the identified problems; and

WHEREAS, pursuant to General Condition 3.11 of the construction contract, the City of Roseburg has given notice to the contractor that the City intends to remedy the deficiencies in the hangar buildings, and

WHEREAS, the contractor to date has not responded to the City's final 10-day notice dated March 20, 2008 in a manner acceptable to the City; and

WHEREAS, the City has the authority to take over the portions of the project which have been improperly executed, make good the deficiencies, and deduct the cost thereof from amounts due the contractor; and

WHEREAS, the City wishes to create a special selection process to exempt the correction of the identified construction deficiencies from competitive bidding requirements of ORS Chapter 279C and to directly award a contract to a qualified general contractor;

NOW, THEREFORE, THE ROSEBURG CITY COUNCIL FINDS AS FOLLOWS:

A. The construction contract with contractor called for a completion date 180 calendar days after notification to begin work, which was approximately January 8, 2007. A period of 180 calendar days means the hangars should have been ready for leasing at least by July 1, 2007. At full occupancy, the 18 single hangars and the seven twin hangars would provide \$5,439 per month in lease income to the City. Not having the hangars available on time has meant a seven month loss to the City, which totals \$38,073. This has created a financial hardship on the budget for the airport.

B. The City cannot allow use of the hangars until they are completed, accepted by the City, and given a Certificate of Occupancy by the Douglas County Building Department. Each month of delay means the City loses another \$5,439 in lease income, or about \$181 per day. This will continue to create a financial hardship on the budget for the airport.

C. The City has signed leases for the new hangars and has accepted lease money in advance for their use. Lessees are very unhappy that their hangars are not ready for use. Expensive aircraft have been left out in the adverse winter weather because their hangar could not be made available to them. The City's reputation for quality customer service and for completing construction projects in an efficient and timely manner is suffering as a result of the construction defects and the time taken in an attempt to resolve the problems. For each month that hangars are not available for use, the ill-will towards the City increases.

D. There are qualified general contractors readily available who have the knowledge, skills, and expertise to correct the construction deficiencies in the hangars. These qualified consultants would provide the City with a "turn-key proposal" that is all encompassing and is done without the necessity of hiring architects and/or engineers at an additional expense.

E. Awarding a construction contract as soon as possible to correct the construction deficiencies would have the public benefit of reducing the amount of lease money that the City is losing and would serve to enhance the City's reputation with hangar users and the general public.

F. Awarding a contract directly with a qualified general contractor without competition would substantially promote the public interest in a manner that could not be realized by complying with the solicitation requirements otherwise applicable in RMC Chapter 3 and ORS Chapter 279C.

THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG, OREGON, AS FOLLOWS:

Section 1. Based on the above findings, which are incorporated herein by this reference, under authority of Roseburg Municipal Code Section 3.06.035, the Council hereby determines that it would substantially promote the public interest to directly award a construction contract for correction of hangar deficiencies with a qualified general contractor.

Section 2. The exemption granted by this Resolution shall in no way impair the City's ability to elect, in the future, to award related contracts to other qualified contractors.

ADOPTED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 28th DAY OF APRIL, 2008.



Sheila R. Cox, City Recorder

RESOLUTION 2008- 08

**A RESOLUTION FOR ENTERPRISE ZONE BOUNDARY CHANGE
ROBERTS CREEK ENTERPRISE ZONE & E-COMMERCE ZONE**

WHEREAS, in 1994, the City of Roseburg and Douglas County successfully applied for an enterprise zone, which was designated as the Roberts Creek Enterprise Zone by the Director of the Oregon Economic and Community Development Department on April 8, 1994. This zone's boundary was changed in 1999, 2002, 2003, 2004, & 2005. The City of Winston was also added as a Zone Sponsor in 2004. This zone was re-authorized on July 1, 2004; and

WHEREAS, the designation of an enterprise zone does not grant or imply permission to develop land within the Zone without complying with all prevailing zoning, regulatory and permitting processes and restrictions of any and all local jurisdictions; nor does it indicate any public intent to modify those processes or restrictions, unless otherwise in agreement with applicable comprehensive land use plans; and

WHEREAS, this enterprise zone and the three to five-year property tax exemption that it offers for new investments in plant and equipment by eligible business firms are critical elements of local efforts to increase employment opportunities, to raise local incomes, to attract investments by new and existing businesses and to secure and diversify the local economic base; and

WHEREAS, officials of the City of Roseburg, City of Winston and Douglas County are agreed in requesting a change in the boundary of the Roberts Creek Enterprise Zone & E-Commerce Zone that would add the area indicated in the attached maps (Exhibit B) and legal description (Exhibit B), such that the amended Enterprise Zone would be configured according to the attached map and description (Exhibits C & D); and

WHEREAS, special notification was sent to all affected taxing districts regarding the zone change, and no comments were received; and

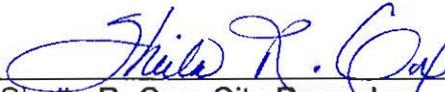
WHEREAS, this change in the boundary of the Roberts Creek Enterprise Zone & E-Commerce Zone would allow First Call Resolution to move from their current location, and their current Tax Abatement could follow them.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG, OREGON, that:

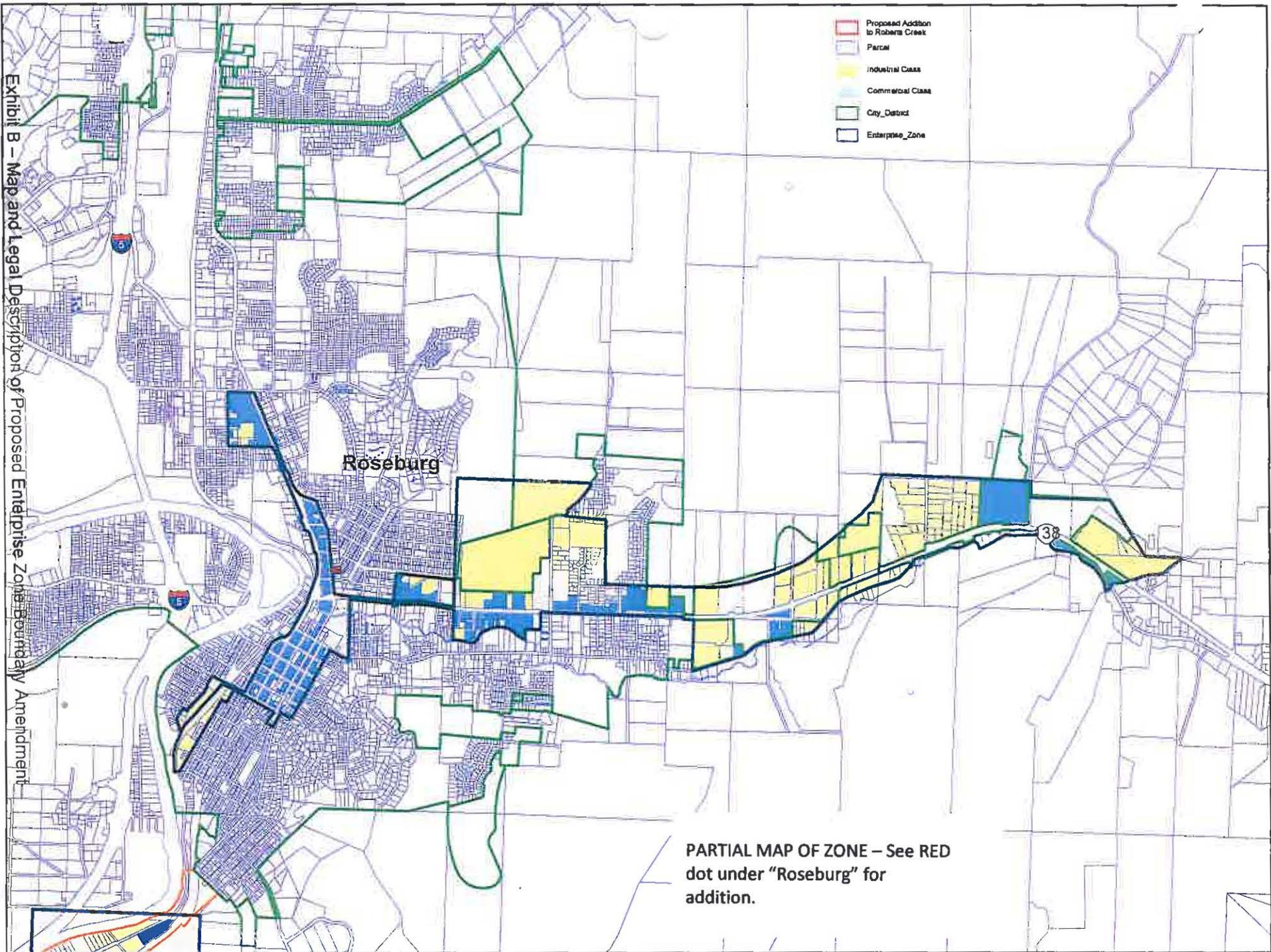
1. The City of Roseburg requests a change in the boundary of the Roberts Creek Enterprise Zone & E-Commerce Zone as shown in the attached maps and legal descriptions (Exhibits B to D);

2. CCD Business Development Corp., enterprise zone manager, is hereby authorized to prepare and submit technical memoranda to the Oregon Economic and Community Development Department, along with this resolution and other necessary documents, verifying that the requested boundary change to the "Roberts Creek Enterprise Zone" complies with the requirements of ORS 285C.115, so that the request herein may be approved by the order of the Director of the Oregon Economic and Community Development Department.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON 28TH DAY OF APRIL 2008.**



Sheila R. Cox, City Recorder



PROPOSED ADDITION TO ROBERTS CREEK ENTERPRISE ZONE

PARCEL 4 (Winchester Street)

T27S, R05W, S18CC TL 6100

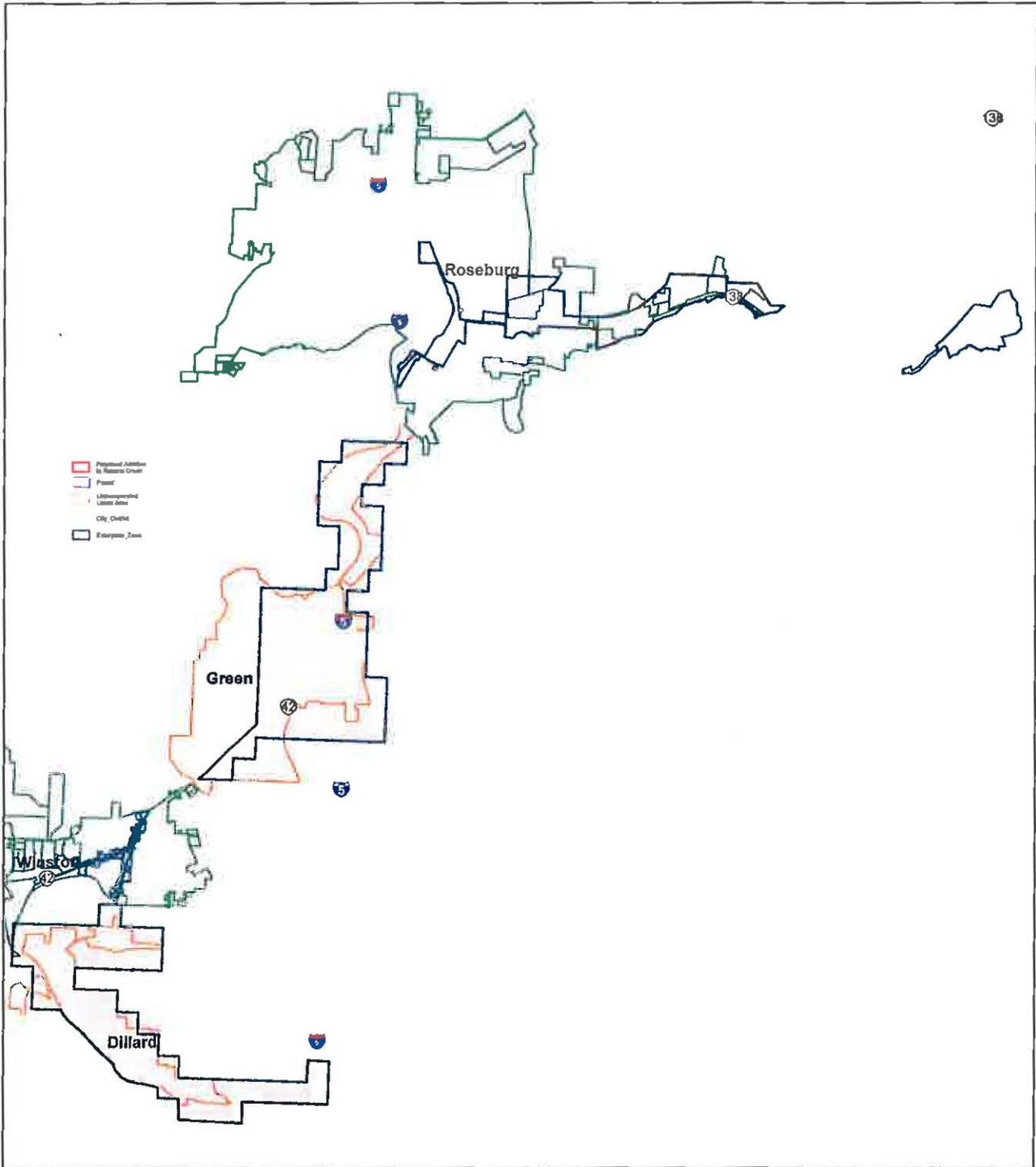
Beginning at the east side of Winchester Street 740 feet South 8 degrees East from a point 14.00 chains South 20 degrees 15' East from the northwest corner of the W.T. Petty and wife Donation Land Claim, Township 27 South, Range 5 West, Willamette Meridian, Douglas County, Oregon; thence South 8 degrees East 50 feet; thence North 82 degrees East 200 feet; thence North 8 degrees West 50 feet; thence South 82 degrees West 200 feet to the place of beginning, being Lot 4, Block 3, Vacated Bushey's Addition to the City of Roseburg, Douglas County, Oregon.

PARCEL 5 (Winchester Street)

T27S, R05W, S18CC TL 6000

The South half of the following described premises: Beginning on the intersection of the east side of Winchester Street and the south side of Nash Street, said point being 640 feet South 8 degrees East from a point 14.00 chains South 20 degrees 15' from the northwest corner of the W.T. Perry and Wife Donation Land Claim, Township 27 South, Range 5 West, Willamette Meridian, Douglas County, Oregon; thence South 8 degrees East 100 feet; thence North 82 degrees East 200 feet; thence North 8 degrees West 100 feet; thence South 82 degrees West 200 feet to the place of beginning, being the North third of Block 3, Vacated Bushey's Addition to the City of Roseburg, Douglas County, Oregon.

ENTIRE ZONE – See small RED dot
under the word "Roseburg"
for addition.



Robert's Creek Enterprise Zone

4/1/2008

EXHIBIT "D"

New Roberts Creek Enterprise Zone Legal Description – Amendment VII

A PARCEL OF LAND LYING IN SECTIONS 15, 16, 17, 18, 19 AND 20, TOWNSHIP 27 SOUTH, RANGE 5 WEST, WILLAMETTE MERIDIAN, DOUGLAS COUNTY, OREGON. SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT A 5/8" IRON ROD AT THE SOUTHEAST CORNER OF LOT 5 OF *BROOKSIDE HILLS ESTATES PHASE I* AS RECORDED IN VOLUME 17, PAGE 65 OF THE PLAT RECORDS OF DOUGLAS COUNTY; THENCE N88° 37' 36"W FOR 105.55 FEET; THENCE N1° 44' 12"E FOR 100.00 FEET; THENCE N88° 56' 22"W FOR 30.00 FEET; THENCE N1° 28' 08"W FOR 35.00 FEET; THENCE N88°56'22"W FOR 30.00 FEET; THENCE S1° 25' 52"W FOR 109.54 FEET; THENCE N88° 12' 45"W FOR 139.56 FEET TO A 3/4" IRON ROD; THENCE N87° 59' 48"W FOR 284.21 FEET; THENCE N87° 47' 18"W FOR 130.00 TO A 5/8" IRON ROD; THENCE N88° 07' 20"W FOR 247.53 FEET; THENCE N0° 34' 43"E FOR 1495.77 FEET TO A 3/4" IRON PIPE; THENCE N85° 20' 33"W FOR 494.82 FEET TO A 3/4" IRON PIPE; THENCE N87° 31' 38"W FOR 107.66 FEET TO A 5/8" IRON ROD; THENCE N83° 12' 42"W FOR 155.45 FEET TO A 5/8" IRON ROD; THENCE N85° 36' 54"W FOR 99.76 FEET TO A 5/8" IRON ROD; THENCE N87° 13' 54"W FOR 81.15 FEET; THENCE NORTH FOR 39.51 FEET ; THENCE N29° 32' 39"E FOR 111.77 FEET; THENCE N36° 38' 34"W FOR 35.44 FEET; THENCE N50° 16' 26"E FOR 205.96 FEET; THENCE N55° 46' 28"E FOR 156.60 FEET; THENCE N37° 24' 05"E FOR 186.01 FEET; THENCE N39° 54' 41"E FOR 226.16 FEET; THENCE N12° 31' 53"E FOR 154.29 FEET; THENCE N87° 59' 50"W FOR 1875.92 FEET; THENCE N89° 11' 25"W FOR 1424.56 FEET; THENCE S3° 12' 05"W FOR 860.00 FEET; THENCE S83° 56' 55"E FOR 296.27 FEET; THENCE S6° 06' 34"W FOR 704.14 FEET TO A 5/8" IRON ROD; THENCE S6° 05' 48"W FOR 782.10 FEET; THENCE S84° 01' 42"E FOR 93.40 FEET TO A 5/8" IRON ROD; THENCE S2° 10' 18"W FOR 693.40 FEET; THENCE N86° 31' 25"W FOR 92.56 FEET; THENCE S8° 30' 41"W FOR 254.63 FEET; THENCE S8° 22' 42"W FOR 208.09 FEET; THENCE S8° 26' 41"W FOR 268.70 FEET; THENCE S8° 26' 41"W FOR 64.84 FEET; THENCE N64° 16' 46"E FOR 0.49 FEET TO THE CENTERLINE OF DEER CREEK; THENCE ALONG THE CENTERLINE OF DEER CREEK N78° 40' 04"E FOR 35.17 FEET, N59° 31' 34"E FOR 34.00 FEET, S86° 40' 13"E FOR 58.73 FEET, N72° 14' 19"E FOR 45.26 FEET, S14° 05"E FOR 28.41 FEET, S10° 35' 49"W FOR 28.04 FEET, N88° 22' 38"E FOR 62.10 FEET, N89° 58"E FOR 50.01 FEET, S81° 54' 41"E FOR 48.77 FEET, S46° 47' 52"E FOR 40.24 FEET, S86° 45' 58"E FOR 60.45 FEET, S51° 54' 15"E FOR 30.69 FEET, N66° 01' 32"E FOR 67.92 FEET, N47° 51' 28"E FOR 48.81 FEET, N89° 58"E FOR 34.49 FEET, N54° 50' 39"E FOR 77.97 FEET, S54° 51' 35"W FOR 84.57 FEET, N55° 11' 52"E FOR 184.05 FEET, N73° 35' 34"E FOR 45.40 FEET, N40° 35' 48"E FOR 47.22 FEET, N42° 30' 21"E FOR 83.38 FEET, N40° 21' 35"E FOR 67.22 FEET, N65° 05' 02"E FOR 79.09 FEET, N78° 05' 23"E FOR 49.75 FEET, S80° 02' 07"E FOR 44.23 FEET, N76° 44' 21"E FOR 44.75 FEET, S55° 04' 06"E FOR 31.27 FEET, N61° 41' 24"E FOR 37.83 FEET, N77° 53' 02"E FOR 36.69 FEET, N65° 32' 40"E FOR 30.96 FEET, S54° 31' 22"E FOR 22.04 FEET, S4° 26' 12"E FOR 33.38 FEET, S87° 10' 26"E FOR 51.31 FEET, S72° 41' 45"E FOR 42.95 FEET, S55° 21' 55"E FOR 40.50 FEET, N87° 36' 34"E FOR 48.90 FEET, S42° 56' 28"E FOR 100.13 FEET, N89° 58"E FOR 41.95 FEET, S45° 03' 43"E FOR 44.47 FEET, S39° 09' 20"E FOR 108.04 FEET, S50° 15' 22"E FOR 81.88 FEET, S66° 05' 32"E FOR 66.69 FEET; THENCE N1° 41' 17"E FOR 268.89 FEET; THENCE S88° 05' 43"E FOR 353.20 FEET; THENCE N1° 49' 07"E FOR 400.00 FEET; THENCE S88° 05' 43"E FOR 1888.55 FEET TO A POINT WHICH BEARS N1° 33' 39"E 106.00

FEET FROM A 5/8" IRON ROD AT THE SOUTHWEST CORNER OF LOT 2, **DEER CREEK MEADOWS**; THENCE S89° 00' 01"E FOR 365.90 FEET; THENCE S0° 59' 59"W FOR 5.00 FEET; THENCE S87° 58' 29"E FOR 590.94 FEET; THENCE S82° 11'E FOR 201.00 FEET; THENCE S87° 50' 28"E FOR 323.35 FEET; THENCE S87° 50' 28"E FOR 256.20 FEET TO A 5/8" IRON ROD; THENCE S2° 11' 08"W FOR 1167.86 FEET TO A 5/8" IRON ROD; THENCE N74° 29' 58"E FOR 23.26 FEET; THENCE N0° 44' 51"W FOR 26.24 FEET; THENCE N72° 37' 47"E FOR 26.24 FEET; THENCE S1° 11' 39"W FOR 20.15 FEET; THENCE N89° 21' 31"E FOR 27.03 FEET; THENCE N74° 29' 58"E FOR 540.04 FET; THENCE N74° 29' 58"E FOR 336.92 FEET; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 3754.92 FEET FROM WHICH THE RADIUS POINT BEARS S15° 30' 02"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 181.70,FEET SAID CURVE HAVING A CHORD BEARING OF N75° 53' 08"E FOR 181.68 FEET; THENCE TO THE BEGINNING POINT OF A CURVE TO THE LEFT HAVING A RADIUS OF 449.43 FEET FROM WHICH THE RADIUS POINT BEARS N11° 41' 56"W, THENCE LEFT ALONG SAID CURVE FOR AN ARC LENGTH OF 102.09 FEET, SAID CURVE HAVING A CHORD BEARING OF N71° 47' 36"E FOR 101.88 FEET TO A 5/8" IRON ROD; THENCE TO THE BEGINNING POINT OF A CURVE TO THE LEFT HAVING A RADIUS OF 449.93 FEET FROM WHICH THE RADIUS POINT BEARS N24° 36' 40"W, THENCE LEFT ALONG SAID CURVE FOR AN ARC LENGTH OF 110.25 FEET, SAID CURVE HAVING A CHORD BEARING OF N58° 22' 8"E FOR 109.98 FEET; THENCE N50° 10' 44"E FOR 204.94 FEET; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 712.64 FEET FROM WHICH THE RADIUS POINT BEARS S39° 49' 18"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 399.73 FEET, SAID CURVE HAVING A CHORD BEARING OF N66° 14' 50"E FOR 394.51 FEET; THENCE N79° 48' 18"E FOR 33.92 FEET TO A 5/8" IRON ROD; THENCE N79° 48' 03"E FOR 568.64 FEET TO A 5/8" IRON ROD; THENCE N79° 48' 03"E FOR 389.83 FEET; THENCE ALONG A 317.25 FOOT RADIUS CURVE TO THE LEFT (CHORD BEARS N59° 49' 50"E 216.70 FEET) 221.15 FEET; THENCE N39° 51' 37"E FOR 209.88 FEET; THENCE N39° 51' 37"E FOR 593.43 FEET TO A 5/8" IRON ROD; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 707.18 FEET FROM WHICH THE RADIUS POINT BEARS S41° 33' 45"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 119.89,FEET SAID CURVE HAVING A CHORD BEARING OF N53° 17' 39"E FOR 119.74 FEET TO A 5/8" IRON ROD; THENCE N58° 20' 04"E FOR 11.01 FEET TO A 5/8" IRON ROD; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 1606.46 FEET FROM WHICH THE RADIUS POINT BEARS S32° 0' 54"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 111.64 FEET, SAID CURVE HAVING A CHORD BEARING OF N59° 58' 33"E FOR 111.61 FEET; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 1606.46 FEET FROM WHICH THE RADIUS POINT BEARS S27° 51' 50"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 75.78 FEET, SAID CURVE HAVING A CHORD BEARING OF N63° 29' 14"E FOR 75.77 FEET; THENCE N64° 58' 35"E FOR 68.64 FEET; THENCE N64° 54' 51"E FOR 95.58 FEET; THENCE N64° 54' 51"E FOR 65.33 FEET; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 3962.10 FEET FROM WHICH THE RADIUS POINT BEARS S25° 08' 49"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 231.64 FEET, SAID CURVE HAVING A CHORD BEARING OF N66° 31' 40"E FOR 231.61 FEET; THENCE N68° 11' 01"E FOR 128.92 FEET ; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 1171.01 FEET FROM WHICH THE RADIUS POINT BEARS S21° 49"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 122.61 FEET, SAID CURVE HAVING A CHORD BEARING OF N71° 10' 58"E FOR 122.55 FEET; THENCE TO THE BEGINNING POINT OF A CURVE TO THE RIGHT HAVING A RADIUS OF 3710.13 FEET FROM WHICH THE RADIUS POINT BEARS S15° 47' 35"E, THENCE RIGHT ALONG SAID CURVE FOR AN ARC LENGTH OF 20.50 FEET, SAID CURVE HAVING A CHORD BEARING OF N74° 21' 54"E FOR 20.50 FEET TO A 1" IRON ROD; THENCE N74° 35' 14"E FOR 440.61 FEET TO A 5/8" IRON ROD; THENCE N48° 11' 02"E FOR 55.06 FEET TO A 5/8" IRON ROD; THENCE N48° 9' 31"E FOR 90.80 TO A FIR58; THENCE N48° 9' 31"E FOR 293.74 ; THENCE N21° 47' 33"W FOR 84.09 FEET; THENCE N68° 12' 27"E FOR 125.00 FEET; THENCE N65° 46' 15"E FOR 235.21 FEET; THENCE S21° 47' 33"E FOR 75.00 FEET; THENCE N68° 12' 27"E

FOR 625.00 FEET ; THENCE N21° 47' 33"W FOR 32.69 FEET ; THENCE N73° 54' 30"E FOR 24.22 FEET TO THE CENTERLINE OF DEER CRK; THENCE ALONG THE CENTERLINE OF DEER CREEK N80° 06' 39"E FOR 41.54 FEET, S84° 12' 46"E FOR 43.82 FEET, S75° 22' 16"E FOR 38.62 FEET, N68° 56' 55"E FOR 37.17 FEET, N65° 12' 49"E FOR 38.21 FEET, N49° 34' 46"E FOR 49.72 FEET, N50° 24' 24"E FOR 23.46 FEET, N54° 34' 38"E FOR 19.20 FEET, N61° 17' 05"E FOR 16.65 FEET, N46° 35' 12"E FOR 17.71 FEET, N83° 57' 49"E FOR 19.94 FEET, N77° 20' 44"E FOR 20.68 FEET, N66° 21' 30"E FOR 18.22 FEET, S59° 05' 43"E FOR 16.22 FEET, S61° 51' 21"E FOR 27.23 FEET, S37° 18' 17"E FOR 25.05 FEET, N69° 05' 17"E FOR 35.74 FEET, N87° 37' 54"E FOR 29.78 FEET, N86° 16' 44"E FOR 37.73 FEET, N68° 47' 32"E FOR 63.82 FEET, S76° 00' 38"E FOR 17.52 FEET, S46° 45' 49"E FOR 43.37 FEET, S53° 48' 25"E FOR 45.16 FEET, S37° 07' 03"E FOR 37.26 FEET, S25° 31' 10"E FOR 28.22 FEET, S4° 10' 40"E FOR 39.58 FEET, S72° 06' 03"E FOR 28.34 FEET, N75° 18' 59"E FOR 42.00 FEET, N71° 55' 24"E FOR 36.74 FEET, N65° 16' 16"E FOR 26.33 FEET, N39° 25' 22"E FOR 22.11 FEET, N67° 25' 39"E FOR 32.30 FEET, N76° 09' 05 "E FOR 25.42 FEET, N64° 36' 04"E FOR 49.59 FEET, N47° 48' 40"E FOR 32.78 FEET, N29° 30' 47"E FOR 36.19 FEET, N68° 41' 19"E FOR 24.04 FEET, S81° 07' 38"E FOR 19.60 FEET, N42° 56' 59"E FOR 15.04 FEET, N32° 16' 06"E FOR 25.58 FEET, S62° 57' 41"E FOR 18.34 FEET, S88° 57' 12"E FOR 20.13 FEET, N59° 58' 24"E FOR 19.73 FEET, N23° 24' 10"E FOR 32.88 FEET, N65° 52' 27"E FOR 43.68 FEET, N57° 13' 05"E FOR 32.96 FEET, N35° 02' 35"E FOR 31.06 FEET, N52° 03' 38"E FOR 30.02 FEET, N58° 36' 08"E FOR 26.24 FEET, N53° 07' 27"E FOR 18.98 FEET, N42° 59' 10"E FOR 30.61 FEET, N39° 10' 08"E FOR 13.22 FEET, N89° 58"E FOR 16.71 FEET, N55° 29' 7"E FOR 22.11 FEET, N71° 44' 39"E FOR 35.18 FEET, S76° 39' 14"E FOR 16.39 FEET, EAST FOR 19.02 FEET, S45° 03' 43"E FOR 15.03 FEET, N65° 14' 10"E FOR 9.02 FEET, N60° 38' 01"E FOR 20.91 FEET, S74° 47' 34"E FOR 21.65 FEET, S74° 08' 19"E FOR 29.21 FEET, S7° 38' 05"E FOR 11.48 FEET, N88° 10' 44"E FOR 12.16 FEET, N75° 48' 48"E FOR 40.34 FEET, S77° 14' 29"E FOR 17.13 FEET, S69° 13' 27"E FOR 37.37 FEET, N80° 39' 09"E FOR 25.78 FEET, N59° 01' 42"E FOR 17.71 FEET, N64° 27' 34"E FOR 28.19 FEET, N82° 04' 03"E FOR 35.90 FEET, N77° 53' 01"E FOR 27.18 FEET, N83° 15' 49"E FOR 26.00 FEET, S24° 49' 53"E FOR 10.86 FEET, N89° 58"E FOR 15.95 FEET, N79° 14' 18"E FOR 22.42 FEET, S72° 28' 44"E FOR 23.90 FEET, N88° 27' 40"E FOR 14.43 FEET, S77° 03' 05"E FOR 10.13 FEET, N87° 34' 59"E FOR 18.24 FEET, N89° 58"E FOR 17.47 FEET, N81° 56' 50"E FOR 29.91 FEET, S66° 21' 07"E FOR 34.00 FEET, S81° 54' 41"E FOR 16.11 FEET, N71° 23' 37"E FOR 31.92 FEET, N63° 48' 51"E FOR 38.80 FEET, N87° 22' 01"E FOR 26.00 FEET, N81° 19' 22"E FOR 27.46 FEET, S61° 17' 24"E FOR 34.33 FEET, S80° 52' 49"E FOR 18.53 FEET, N86° 52' 33"E FOR 21.87 FEET, S78° 30' 37"E FOR 29.52 FEET, S63° 29' 28"E FOR 14.52 FEET, N63° 25' 30"E FOR 10.56 FEET, S62° 09' 36"E FOR 11.35 FEET, S68° 15' 07"E FOR 19.07 FEET, N88° 18' 02"E FOR 15.68 FEET, N85° 53' 06"E FOR 16.57 FEET, N78° 40' 04"E FOR 15.05 FEET, S71° 04' 49"E FOR 19.97 FEET, S81° 54' 41"E FOR 29.22 FEET, S77° 03' 05"E FOR 39.37 FEET, S70° 36' 39"E FOR 10.64 FEET, S85° 10' 25"E FOR 27.84 FEET, S48° 04' 29"E FOR 15.88 FEET, S20° 12' 37"W FOR 11.94 FEET, S41° 14' 52"E FOR 6.27 FEET, S41° 56' 23"E FOR 22.98 FEET, S35° 35' 54"E FOR 15.22 FEET, S19° 20' 29"E FOR 12.50 FEET, S40° 13' 53"W FOR 10.05 FEET, S4° 56' 27"W FOR 13.61 FEET, S0° 02"E FOR 18.87 FEET, S5° 04' 31"W FOR 19.86 FEET, S2° 35' 59"E FOR 39.55 FEET, S16° 48' 42"E FOR 51.12 FEET, S25° 45' 57"E FOR 35.35 FEET, S31° 32' 09"E FOR 33.89 FEET, S51° 49' 22"E FOR 38.61 FEET, S45° 44' 11"E FOR 35.46 FEET, S63° 52' 05"E FOR 40.12 FEET, S86° 01' 23"E FOR 33.73 FEET, N87° 06' 26"E FOR 47.28 FEET, S71° 36' 57"E FOR 18.66 FEET, N85° 26' 01"E FOR 37.30 FEET, S85° 44' 55"E FOR 23.68 FEET, N78° 05' 23"E FOR 22.92 FEET, S81° 24' 10"E FOR 37.37 FEET, N65° 55' 20"E FOR 16.28 FEET, S83° 35' 19"E FOR 11.28 FEET, N68° 11' 06"E FOR 17.18 FEET, N77° 27"E FOR 17.65 FEET, N63° 25' 30"E FOR 11.41 FEET, N55° 36' 49"E FOR 14.68 FEET, S65° 36' 40"E FOR 15.42 FEET, S72° 51' 04"E FOR 28.05 FEET, S57° 16' 31"E FOR 44.76 FEET, S63° 54' 33"E FOR 39.09 FEET, S61° 26' 50"E FOR 63.94 FEET; THENCE S68° 37' 59"E FOR 66.60 FEET; THENCE S29° 43' 01"E FOR 152.00 FEET; THENCE S61° 33' 01"E FOR 200.00 FEET; THENCE S54° 45' 01"E FOR 155.00 FEET; THENCE S38° 35' 01"E FOR 184.10 FEET; THENCE S7° 10' 07"E FOR 451.70 FEET; THENCE N58° 40"E FOR 250.00 FEET TO A ½" IRON PIPE; THENCE N4° 58' 15"W FOR 126.62 FEET; THENCE N85° 01' 44"E FOR 281.48 FEET; THENCE S54° 42' 44"E FOR 42.99 FEET; THENCE N34° 37' 31"E FOR 55.00

FEET; THENCE S84° 11' 08"E FOR 114.13 FEET; THENCE N67° 31' 50"E FOR 101.24 FEET; THENCE N75° 20' 42"E FOR 186.46 FEET; THENCE N77° 53'E FOR 182.70 FEET; THENCE N88° 07'E FOR 193.06 FEET; THENCE N69°E FOR 177.80 FEET; THENCE N44° 21'E FOR 189.80 FEET; THENCE N55° 36'E FOR 260.90 FEET; THENCE N54° 56' 44"E FOR 117.61 FEET ; THENCE N87° 50' 31"W FOR 40.00 FEET; THENCE N87° 50' 31"W FOR 895.99 FEET; THENCE N29° 43' 20"W FOR 1555.72 FEET; THENCE N87° 59' 50"W FOR 1864.64 FEET; THENCE N2° 23' 06"E FOR 359.97 FEET TO A 5/8" IRON ROD; THENCE S77° 22' 36"W FOR 63.22 FEET TO A 5/8" IRON ROD; THENCE N81° 25' 36"W FOR 164.09 FEET; THENCE N2° 35' 52"E FOR 1.56 FEET ; THENCE N87° 10' 09"W FOR 629.53 FEET; THENCE N87° 10' 09"W FOR 119.07 FEET; THENCE N87° 05' 01"W FOR 1498.89 FEET TO A 5/8" IRON ROD; THENCE N88° 53' 20"W FOR 1044.07 FEET; THENCE S25° 59' 45"W FOR 700.05 FEET; THENCE S40° 59' 40"W FOR 400.00 FEET; THENCE S54° 59' 40"W FOR 700.00 FEET; THENCE S58° 59' 40"W FOR 506.00 FEET; THENCE N87° 30' 23"W FOR 98.28 FEET; THENCE N66° 14' 22"W FOR 68.45 FEET; THENCE N46° 53' 05"W FOR 139.10 FEET; THENCE N46° 30' 30"W FOR 85.37 FEET; THENCE N43° 16' 31"W FOR 132.72 FEET; THENCE N61° 08' 59"W FOR 115.09 FEET; THENCE N73° 47' 06"W FOR 45.19 FEET; THENCE N66° 31' 29"W FOR 82.10 FEET; THENCE S69° 17' 39"W FOR 120.35 FEET; THENCE S32° 11' 51"W FOR 87.45 FEET; THENCE S49° 26' 10"W FOR 88.18 FEET; THENCE S21° 07' 27"W FOR 204.16 FEET; THENCE S5° 16' 23"W FOR 122.99 FEET; THENCE S1° 54' 9"W FOR 124.93 FEET; THENCE S15° 35' 16"W FOR 80.32 FEET; THENCE S1° 31' 42"W FOR 315.49 FEET; THENCE S69° 58' 03"W FOR 107.70 FEET; THENCE S74° 58' 03"W FOR 1000.00 FEET; THENCE S79° 58' 03"W FOR 700.00FEET ; THENCE S89° 58' 03"W FOR 1000.00 FEET; THENCE N88° 31' 57"W FOR 330.00 FEET TO A 5/8" IRON ROD, THE PLACE OF BEGINNING.

AREA = 737.67 ACRES +/-
 BEARINGS ARE NAD 83, OREGON SOUTH ZONE
 DISTANCES ARE GROUND

T R SECTION

- 21-05-15 SE ¼
 SW ¼ of NE ¼
 S ½ of NW ¼
 N ½ of SW ¼
- 27-05-16 S ½ of NE ¼
 SE ¼
 E ½ of SW ¼
 SW ¼ of SW ¼
- 27-05-17 S ½ of SE ¼
 SW ¼
- 27-05-18 E ½ of SE ¼
- 27-05-19 NE ¼ of NE ¼
- 27-05-20 N ¼ of NW ¼
 NE ¼
- 27-05-21 N ½ of NW ¼

Proceeding west from the NE ¼ of the NE ¼ of Section 27-05-19 along the centerline of State Hwy. 138 to the intersection of State Hwy. 99 South; Proceeding South along the centerline of State Hwy. 99 South of the NW ¼ of Section 27-06-25

27-06-25 NW ¼ of SE ¼
SW ¼

27-06-26 SE ¼ of SE ¼

27-06-35 NE ¼ of NE ¼
SE ¼ of NE ¼

27-06-36 NW ¼ of NW ¼
SW ¼ of NW ¼
SE ¼ of NW ¼
SW ¼

28-06-01 NW ¼ of NW ¼
NW ¼ of SW ¼
SW ¼ of SW ¼

28-06-02 NE ¼ of NE ¼
SW ¼ of NE ¼
SE ¼ of NE ¼
SW ¼ of NW ¼
SE ¼ of NW ¼
SW ¼
SE ¼

28-06-10 Portion of SE ¼ of SE ¼ south of Hwy. 99

28-06-11 ENTIRE SECTION

And along the centerline of State Hwy. 99 South to a point on its SW ¼ of 28-06-15 following easterly down the ¼ line to the SE section center corner of the NE ¼; thence north to the center of NE ¼; thence east to NE corner of the SE ¼ of NE ¼ north to the NE section corner.

28-06-12 NW ¼ of NW ¼
SW ¼ of NW ¼
SW ¼

- 28-06-15 N ¼ of NE ¼ Portion south of State Hwy. 99 S
SE ¼ of NW ¼ Portion south of State Hwy. 99 S
SE ¼ of NE ¼ Portion south of State Hwy. 99 S
- 28-06-28 SW ¼ of NE ¼
SE ¼ of NE ¼
NE ¼ of NW ¼
SW ¼ of NW ¼
SE ¼ of NW ¼
NE ¼ of SW ¼
NW ¼ of SW ¼
N ½ of SE ¼
- 28-06-29 SW ¼ of NE ¼
SE ¼ of NE ¼
SE ¼ of NW ¼
NE ¼ of SW ¼
SE ¼
- 28-06-32 N ½ OF NE
SE ¼ of the NE ¼ Portion north of South Umpqua River
- 28-06-33 SW ¼ of NE ¼
NW ¼ Portion north of the South Umpqua River
NE ¼ of SW ¼ Portion of the South Umpqua River
NW ¼ of SW ¼ Portion of South Umpqua River
SE ½ of SW ¼ Portion north of South Umpqua River
SE ¼ Portion north of South Umpqua River
- 28-06-34 SW ¼ of SW ¼
- 28-06-35 SE ¼ of SE ¼
- 29-06-02 N ¼ of NW ¼
N ½ of NE ¼
- 29-06-03 NE ¼
N ½ of NW ¼
SE ¼ of NW ¼
- 29-06-04 N ¼ of NE ¼ Portion north of South Umpqua River

AND

PARCEL 4 (Winchester Street)

T27S, R05W, S18CC TL 6100

Beginning at the east side of Winchester Street 740 feet South 8 degrees East from a point 14.00 chains South 20 degrees 15' East from the northwest corner of the W.T. Petty and wife Donation Land Claim, Township 27 South, Range 5 West, Willamette Meridian, Douglas County, Oregon; thence South 8 degrees East 50 feet; thence North 82 degrees East 200 feet; thence North 8 degrees West 50 feet; thence South 82 degrees West 200 feet to the place of beginning, being Lot 4, Block 3, Vacated Bushey's Addition to the City of Roseburg, Douglas County, Oregon.

PARCEL 5 (Winchester Street)

T27S, R05W, S18CC TL 6000

The South half of the following described premises: Beginning on the intersection of the east side of Winchester Street and the south side of Nash Street, said point being 640 feet South 8 degrees East from a point 14.00 chains South 20 degrees 15' from the northwest corner of the W.T. Perry and Wife Donation Land Claim, Township 27 South, Range 5 West, Willamette Meridian, Douglas County, Oregon; thence South 8 degrees East 100 feet; thence North 82 degrees East 200 feet; thence North 8 degrees West 100 feet; thence South 82 degrees West 200 feet to the place of beginning, being the North third of Block 3, Vacated Bushey's Addition to the City of Roseburg, Douglas County, Oregon.

RESOLUTION NO. 2008- 09

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET
FOR FISCAL YEAR 2007-08 AND APPROPRIATING FUNDS**

WHEREAS, the City of Roseburg, Oregon adopted a budget and appropriated funds for fiscal year 2007-08 by Resolution 2007-09; and

WHEREAS, unanticipated revenues and expenditures are expected to exceed the original adopted budget and budgetary changes are necessary to provide increased appropriation levels to expend the unforeseen revenues; and

WHEREAS, ORS 294.480 provides that a city may amend the current year adopted budget through the supplemental budget process; and,

WHEREAS, publication requirements have been met as outlined by ORS 294.480(3) for the supplemental budget that include amending funds that differ by 10 percent or less in the regular budget for that fiscal year; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Council of the City of Roseburg, Oregon, that the budget for the fiscal year beginning July 1, 2007 and ending June 30, 2008 is amended to include increases in revenues and appropriations within the following funds:

| | <u>Current Appropriations</u> | <u>Change in Appropriations</u> | <u>Amended Appropriations</u> |
|--------------------------|-----------------------------------|-------------------------------------|-----------------------------------|
| <u>Debt Service Fund</u> | | | |
| Transfer from Airport | \$680,000 | \$ 77,000 | \$757,000 |
| Total Resources | \$680,000 | \$ 77,000 | \$757,000 |
| | | | |
| Debt Service | \$775,000 | \$ 77,000 | \$852,000 |
| Total Requirements | \$775,000 | \$ 77,000 | \$852,000 |
| | | | |
| <u>Airport Fund</u> | | | |
| Debt Service | \$2,278,750 | (\$77,000) | \$2,201,750 |
| Transfer to Debt Service | - | \$ 77,000 | 77,000 |
| Total Requirements | \$2,278,750 | - | \$2,278,750 |

The increased appropriations are necessary to pay the June 1, 2008 debt service on the November 2007 Series Airport bonds.

| | | | |
|-------------------------|-----------|----------|-----------|
| <u>Hotel/Motel Fund</u> | | | |
| Donations | \$954,000 | \$25,000 | \$969,000 |
| Total Resources | \$954,000 | \$25,000 | \$969,000 |
| | | | |
| Materials and Services | \$546,005 | \$25,000 | \$561,005 |
| Total Requirements | \$546,005 | \$25,000 | \$561,005 |

The increased appropriations are necessary to provide spending authority for the July 4th Hometown Celebration Fireworks Show.

This resolution shall become effective upon adoption by the City of Roseburg.

APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 12th DAY OF MAY, 2008.



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-10

A RESOLUTION AMENDING RESOLUTION NO. 92-13 REGARDING FEES

WHEREAS, Resolution No. 2006-02 requires annual adjustments to Fire Department fees be made based upon the December to December Salem-Portland CPI-U. That adjustment is 3.65% for December 2006 through December 2007; and

WHEREAS, certain airport fees are to be adjusted annually based upon the December to December Salem-Portland CPI-U with a maximum of 3%; and

WHEREAS, the City Council has determined the need to add new fees and adjust existing fees to more appropriately cover the cost of time, materials and services;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, that Resolution No. 92-13 adopted by the City Council on August 24, 1992, is amended as follows:

Section 1: Effective July 1, 2008, the below-listed fees shall be adjusted as follows:

FIRE DEPARTMENT

False Alarm Response Fee to be assessed for the third through sixth

false alarm for the same location within any calendar year~~257.00~~ **266.00**
subsequent alarms will be cited into Municipal Court

False Alarm Appeal Fee~~400.00~~ **104.00**

Inspections

Illegal Occupancy~~282.00~~ **292.00**
Exceeding maximum occupant load~~128.00~~ **133.00**
"A" Occupancy Inspections (after hours)~~77.00~~ **80.00**

Business Inspections

Unmitigated violations - Subsequent re-inspections

1st re-inspection visit~~429.00~~ **134.00** per facility plus ~~26.00~~ **27.00** per violation class

2nd re-inspection visit~~231.00~~ **239.00** per facility plus ~~26.00~~ **27.00** per violation class

3rd & subsequent re-inspection visits ~~437.00~~ **452.00** per facility plus ~~26.00~~ **27.00** per violation class

Permits

Blasting~~128.00~~ **133.00**

Burn permits

Residential~~56.00~~ **58.00**

Commercial~~282.00~~ **292.00**

Exempt From Seasonal Restriction~~77.00~~ **80.00**

| | | |
|----------------------------------------------|--------|---------------|
| Fire works including retail sales inspection | | |
| Booth..... | 403.00 | <u>107.00</u> |
| Tent..... | 128.00 | <u>133.00</u> |
| Display..... | 257.00 | <u>266.00</u> |
| Storage Tanks | | |
| Installation..... | 128.00 | <u>133.00</u> |
| Removal..... | 77.00 | <u>80.00</u> |

On-Site Inspections

| | | |
|-------------------------------------------------------------------|----------|-----------------|
| Underground piping | | |
| Flushing..... | 77.00 | <u>80.00</u> |
| Hydrostatic test..... | 77.00 | <u>80.00</u> |
| Aboveground Piping | | |
| Modifications/Remodels..... | 77.00 | <u>80.00</u> |
| Sprinkler System Pre-Cover (\$50.00 minimum)..... | 77.00 | <u>80.00</u> |
| Hydrostatic Test..... | 77.00 | <u>80.00</u> |
| Pneumatic Test..... | 77.00 | <u>80.00</u> |
| Dry Piping Trip Test..... | 77.00 | <u>80.00</u> |
| Standpipes..... | 77.00 | <u>80.00</u> |
| Fire Alarm Systems..... | 77.00/hr | <u>80.00/hr</u> |
| Missed Appointment Fee..... | 77.00 | <u>80.00</u> |
| Smoke Removal Systems..... | 77.00 | <u>80.00</u> |
| Final Inspection (\$100.00 minimum)..... | 77.00/hr | <u>80.00/hr</u> |
| New Hydrant Installation Inspection and flushing per Hydrant..... | 128.00 | <u>133.00</u> |

Additional Inspections

| | | |
|----------------------------------------------------------------------------------------|--------|---------------|
| Commercial Cooking Hoods... (plan review /site inspection / trip test) ... | 103.00 | <u>107.00</u> |
| Plan review to be deleted - cost covered elsewhere in fee schedule | | |
| Special Events –(per vendor, per year)..... | 77.00 | <u>80.00</u> |
| - Includes as examples: Graffiti, Art Festival, Music on the Half Shell | | |
| Spray Booths..... (plan review /site inspection/trip test)..... | 128.00 | <u>133.00</u> |
| Temporary Membrane Structures, Tents and Canopies..... | 77.00 | <u>80.00</u> |

Plan Review

| | | |
|----------------------------------------------------------------------------|----------|-----------------|
| Including Deferred Submittals (\$50.00 minimum if less than an hour) | 77.00/hr | <u>80.00/hr</u> |
|----------------------------------------------------------------------------|----------|-----------------|

Mechanical Inspection

| | | |
|-------------------------------------|-------|--------------|
| Fire Smoke Damper (per damper)..... | 16.00 | <u>17.00</u> |
|-------------------------------------|-------|--------------|

Site Review/Consultation

| | | |
|----------------------------------------------------------|----------|-----------------|
| First hour free - Each additional hour per project | 77.00/hr | <u>80.00/hr</u> |
|----------------------------------------------------------|----------|-----------------|

Emergency Rescue/Fire Responses on Transportation Routes (Non-City Residents)

| | | |
|-----------------------------------|--------|---------------|
| One hour minimum; | 257.00 | <u>266.00</u> |
| Use of Extrication Equipment..... | 205.00 | <u>212.00</u> |

Hazardous Materials

| | | |
|--------------------------------------------------|--------|---------------|
| One hour minimum - Non-State Team Response | 257.00 | <u>266.00</u> |
|--------------------------------------------------|--------|---------------|

| | | |
|-----------------------------------------------------------------|----------|------------------------|
| Opticom Traffic Control Device - non City owned vehicles | | |
| Annual permit per agency..... | 1,539.00 | <u>1,595.00</u> |

AIRPORT

Airport Monthly Rent/Lease Rates:

(Government Operations exempted)

| | | |
|-----------------------------------------------------------------|--------|----------------------|
| Commercial "Lea"..... | 600.00 | <u>618.00</u> |
| Corporate Hangar Space (<i>annually per square foot</i>)..... | 0.19 | <u>0.21</u> |
| Storage Units B, G and H..... | 60.00 | <u>62.00</u> |
| Storage Unit F..... | 45.00 | <u>47.00</u> |
| T-Hangar single..... | 185.00 | <u>191.00</u> |
| T-Hangar twin..... | 340.00 | <u>350.00</u> |
| Tie-Downs single (<i>per space</i>)..... | 30.00 | <u>31.00</u> |
| Tie-Downs twin (<i>per space</i>)..... | 50.00 | <u>52.00</u> |

COMMUNITY DEVELOPMENT – PLANNING

Annexation:

| | | |
|-------------------------|--------|----------------------|
| Petition Initiated..... | 350.00 | <u>600.00</u> |
|-------------------------|--------|----------------------|

| | | |
|---------------------------------------|--------|----------------------|
| Boundary Line Adjustment | 400.00 | <u>200.00</u> |
|---------------------------------------|--------|----------------------|

| | | |
|-------------------------------------------------------------|----------|------------------------|
| Comprehensive Plan Amendment (<i>Map/Text</i>) | 750.00 | <u>1,000.00</u> |
| Urban Growth Boundary..... | 1,000.00 | <u>1,500.00</u> |

| | | |
|-------------------------------------|--------|----------------------|
| Conditional Use Permit | 400.00 | <u>500.00</u> |
|-------------------------------------|--------|----------------------|

| | | |
|-------------------------|--------|----------------------|
| Partition: | 300.00 | <u>400.00</u> |
|-------------------------|--------|----------------------|

Planned Development:

| | | |
|-----------------------------------------|--------|----------------------|
| Preliminary (plus \$10.00 per lot)..... | 600.00 | <u>900.00</u> |
|-----------------------------------------|--------|----------------------|

Subdivision:

| | | |
|-----------------------------------------|--------|----------------------|
| Preliminary (plus \$10.00 per lot)..... | 600.00 | <u>900.00</u> |
|-----------------------------------------|--------|----------------------|

Variance:

| | | |
|------------------------------------------------|--------|----------------------|
| Administrative..... | 150.00 | <u>200.00</u> |
| Public Hearing before Planning Commission..... | 350.00 | <u>400.00</u> |

| | | |
|--------------------------|--------|----------------------|
| Zone Change | 500.00 | <u>750.00</u> |
|--------------------------|--------|----------------------|

MISCELLANEOUS

| | | |
|-------------------------------|-------|---------------------|
| Livestock Permit | 10.00 | <u>50.00</u> |
|-------------------------------|-------|---------------------|

Pavilion/Gazebo/Patio Use:

| | | |
|----------------------------------|-------|---------------------|
| Stewart Park Small Pavilion..... | 60.00 | <u>40.00</u> |
|----------------------------------|-------|---------------------|

Section 2: Inasmuch as the City Council Chambers and City Hall Conference Room are no longer utilized by private parties, the fees for rental of those facilities by private parties shall be eliminated upon adoption of this Resolution.

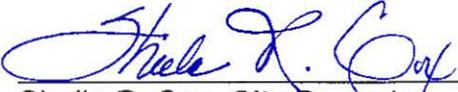
Section 3. Effective July 1, 2008, the following new fees shall be instituted:

| | |
|--------------------------------------------------------------------------|------------------|
| Aerial Maps up to 11" x 17" | \$2.50 per sheet |
| Plotted Maps – Newly Created | \$65.00 |
| Plotted Maps – Reproduction of Existing | \$15.00 |
| Thumb Drive Containing Public Information Data..... | 10.00 |
| Clean Agent System (site inspection/room integrity flow & alarm test).. | \$107.00 |
| Fire Inspection- Requested (typically for business insurance purposes) | \$100.00 |
| Park Division Key Refundable Deposit | \$25.00 |
| Pavement Cut Penalty for Arterial Collector Streets | \$500.00 base |
| if in travel lane, additional | \$25.00/sf |
| Pavement Cut Penalty for Residential Streets..... | \$200.00 base |
| if in travel lane, additional..... | \$25.00/sf |
| Revocable Permit for Use of up to 40 lineal feet of Public Way..... | \$100.00/year |
| Revocable Permit for over 40 lineal feet shall be basic charge plus..... | \$0.35/lf/year |
| Transportation System Development Charge Credit Application..... | \$250.00 |

Section 4: Effective July 1, 2009, and annually thereafter, all Community Development Planning Division fees shall be adjusted by the Salem-Portland CPI-U, December to December and rounded to the nearest dollar.

Section 5: Effective July 1, 2009, the Water, Storm and Transportation Systems Development Charges shall be adjusted based upon the March construction cost index (CCI) as reported in the Engineering News Record twenty city average. Such inflation factor shall be capped at a 5% maximum. Should the March CCI exceed 5%, City Council review shall be required.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON,
AT ITS REGULAR MEETING ON THE 12TH DAY OF MAY 2008.**


Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-11

A RESOLUTION ADOPTING THE CITY OF ROSEBURG HIGHWAY 138 POLICY

WHEREAS, the City of Roseburg is to provide and encourage a safe, convenient and economic transportation system; and

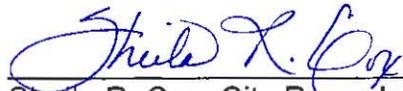
WHEREAS, the Roseburg City Council has adopted the City of Roseburg Transportation System Plan; and

WHEREAS, the Transportation System Plan identifies deficiencies on Oregon State Highway 138 between and through the Harvard Avenue interchange and Diamond Lake Boulevard in Roseburg, and

WHEREAS, future growth and redevelopment is anticipated near the Harvard Avenue interchange, downtown Roseburg and along Diamond Lake Boulevard;

IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG, that the City of Roseburg Highway 138 Policy, as attached hereto and incorporated by this reference, is hereby approved.

APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 9TH DAY OF JUNE, 2008.



Sheila R. Cox, City Recorder

HIGHWAY 138E POLICY

BACKGROUND

A regional highway under the state highway classification system, Highway 138 is a vital link between the I-5 corridor and greater Roseburg to key destinations in central Oregon. However, the alignment of the State corridor through downtown Roseburg causes the following conditions:

1. Highway 138 experiences significant congestion both downtown and along Stephens Street which also serves as a major north-south commute route paralleling I-5.
2. East-west travel across the railroad tracks is effectively shut down when trains pass through the at-grade railroad crossings which impacts vehicular, freight, transit, and other non auto modes causing congestion as well as giving rise to safety issues and potential delay for emergency vehicles. Four to six trains pass through the city during a typical 24-hour period.
3. Freight movement within the study area is impacted by some of the tight turning curb radii in downtown Roseburg causing some trucks to choose other roads, such as the congested Garden Valley Road corridor, as an alternative to access Highway 138.
4. Existing gaps in the bicycle and pedestrian transportation system result in a dysfunctional network that makes travel difficult and unsafe.

The role of the regional highway is to efficiently serve both freight and through travel. However, Highway 138 through Roseburg also functions as a main street, providing access to local businesses and residential neighborhoods. As the corridor has experienced continual increases in traffic volumes, these conflicting functions have led to inefficient travel for through traffic and congested and unsafe access for local businesses and pedestrians.

The City of Roseburg has teamed with Oregon Department of Transportation (ODOT) Region 3 to explore options to remedy problems occurring along the corridor. Hence, the Highway 138 Corridor Solutions Study was a vital step toward resolving pertinent planning issues involved that will enable a project proposal to ultimately become eligible for funding under the Statewide Transportation Improvement Program.

The next step following completion of the Highway 138 Corridor Solutions Study will be to initiate an Environmental Assessment (EA) following the National Environmental Policy Act (NEPA) process. An EA is required to allow the use of Federal Highway Administration (FHWA) funds for design and construction of any project that may be authorized at the completion of the NEPA process. The EA process will build on the information gathered in this study with a more detailed analysis of the natural, social, and engineering issues and opportunities within the study area. The FHWA will select a preferred alternative at the conclusion of the NEPA process.

CITY'S ROLE

The City of Roseburg, Douglas County, ODOT, Cow Creek Band of Umpqua Tribe of Indians, Umpqua Transit, Central Oregon and Pacific Railroad, the Roseburg Area Chamber of Commerce, neighborhood groups and interested individuals collaborated to form advisory

RESOLUTION NO. 2008-11

groups for the Highway 138 Corridor Solutions Study. The groups recognized that a leader was needed to step forward after completion of the study to move the project forward.

The next step in the Highway 138 project is the NEPA process, and the City of Roseburg will take this lead. ODOT will fund the Environmental Assessment 100 percent, but the City will actively lead the effort to see it to completion. After the NEPA process is complete, which is anticipated to take 1-3 years, the City will continue to be a leader of the project.

THE POLICY

For the policies below, "Study Area" refers to Highway 138 between Interstate 5 Exit 124 (Harvard Ave) and Fulton Street.

1. The City of Roseburg supports the Highway 138 Corridor Solutions Study to move into the NEPA phase.
2. The City of Roseburg will lead the effort to improve the mobility, safety, connectivity, and multi-modal needs in the Study Area.
3. The City will cooperate to ensure a transportation system within the Study Area that is safe, efficient, convenient, economical and accessible.
4. The City will enhance the livability of Roseburg by ensuring that transportation facilities within the Study Area will be compatible with the characteristics of the built, social and natural environment.
5. The City will ensure that the movement of goods and services to, from, and within the Study Area are efficient, safe and competitive.
6. The City will implement project outcomes by working cooperatively with federal, state, regional and local governments, tribal entities, and residents.
7. The City will make no specific, predetermined outcome before processes are completed.
8. The City will continue to provide the opportunity for citizens to be involved in all phases of the planning process.

RESOLUTION NO. 2008- 12

A RESOLUTION ADOPTING THE 2008-2009 BUDGET; LEVYING AND CATEGORIZING TAXES FOR SAID TAX YEAR; ELECTING TO RECEIVE STATE REVENUE SHARING; AND MAKING APPROPRIATIONS

WHEREAS, the Budget Committee of the City of Roseburg, Oregon, has approved a proposed budget for the fiscal year commencing July 1, 2008; and

WHEREAS, at a regular meeting of the City Council held on June 9, 2008, a public hearing on said proposed budget was duly held after the giving of notice thereof as provided by statute, proof of which is on file in the Office of the City Recorder of the City; and

WHEREAS, the officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following service(s): (1) police protection; (2) fire protection; (3) street construction, maintenance and lighting; (4) sanitary sewer; (5) storm sewers; (6) planning, zoning and subdivision control; and (7) one or more utility services; and city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760; and

WHEREAS, the City of Roseburg certifies that it provides police protection, fire protection, street construction, maintenance and lighting, and storm sewers;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. After public hearing held on June 9, 2008, the Roseburg City Council hereby adopts the budget for the fiscal year 2008-2009 in the sum of \$63,377,896 as approved by the Budget Committee, a copy of which is now on file at City Hall.

Section 2. The City hereby levies the taxes for each fund provided for in the aggregate amount of \$8.4774 per \$1,000.00, be assessed pro rata upon all taxable property within the City of Roseburg, Oregon.

Section 3. The City hereby declares the following allocation and categorization, subject to the limits of Section 11b, Article XI of the Oregon Constitution, constitute the preceding aggregate levy:

Subject To General Government Limitation
Permanent Rate per Thousand \$8.4774

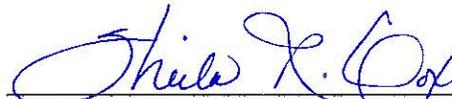
Section 4. The City hereby elects to receive state revenues for fiscal year 2008-2009 pursuant to ORS 221.770.

Section 5. The amounts designated for the purposes set forth in Exhibit "A" are appropriated for the purposes and in the amount set forth in that Exhibit.

Section 6. The Recorder of said City shall certify to the County Clerk and County Assessor of Douglas County, Oregon, the tax levies provided for in this Resolution on or before July 15, 2008, and shall file required documents with the County Assessor in accordance with ORS 294.555.

This resolution shall become effective upon adoption by the City of Roseburg.

**APPROVED BY THE CITY COUNCIL OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 9th DAY OF JUNE, 2008.**



Sheila R. Cox, City Recorder

EXHIBIT "A"
2008-2009 BUDGET APPROPRIATIONS

GENERAL FUND

Departments

| | | |
|-------------------------|---------------|---------------|
| ◆ Administration | \$ 2,192,892 | |
| ◆ Community Development | 878,345 | |
| ◆ Public Works | 661,447 | |
| ◆ Parks and Recreation | 1,134,810 | |
| ◆ Municipal Court | 439,788 | |
| ◆ Police Department | 5,557,084 | |
| ◆ Fire Department | 4,790,134 | |
| ◆ Capital Outlay | 66,000 | |
| ◆ Debt Service | - | |
| ◆ Transfers | 3,797,352 | |
| ◆ Operating Contingency | 2,935,000 | |
| ◆ Library | <u>50,000</u> | \$ 22,502,852 |

SPECIAL REVENUE FUNDS

Public Works

Departments

| | | |
|-------------------------|----------------|-----------|
| ◆ Administration | 894,476 | |
| ◆ Engineering | 768,960 | |
| ◆ Streets | 1,318,540 | |
| ◆ Capital Outlay | - | |
| ◆ Operating Contingency | <u>234,167</u> | 3,216,143 |

Grant Special Revenue

| | | |
|--------------------------|----------------|---------|
| ◆ Personal Services | 27,050 | |
| ◆ Materials and Services | 256,404 | |
| ◆ Capital Outlay | 36,500 | |
| ◆ Operating Contingency | <u>130,922</u> | 450,876 |

Downtown Development

| | | |
|--------------------------|----------|-------|
| ◆ Materials and Services | - | |
| ◆ Capital Outlay | - | |
| ◆ Transfers | 3,500 | |
| ◆ Operating Contingency | <u>-</u> | 3,500 |

Hotel/Motel Tax

| | | |
|--------------------------|----------------|-----------|
| ◆ Materials and Services | 561,269 | |
| ◆ Capital Outlay | - | |
| ◆ Transfers | 410,000 | |
| ◆ Operating Contingency | <u>115,207</u> | 1,086,476 |

Streetlight/Sidewalk

| | | |
|--------------------------|----------------|---------|
| ◆ Materials and Services | 64,472 | |
| ◆ Capital Outlay | 385,000 | |
| ◆ Operating Contingency | <u>313,065</u> | 762,537 |

Bike Trail

| | | |
|-------------------------|---------------|--------|
| ◆ Capital Outlay | 22,400 | |
| ◆ Operating Contingency | <u>52,656</u> | 75,056 |

Housing Rehabilitation Loan Fund

| | | |
|--------------------------|----------------|---------|
| ◆ Materials and Services | 64,322 | |
| ◆ Capital Outlay | - | |
| ◆ Housing Loans | 120,000 | |
| ◆ Operating Contingency | <u>206,764</u> | 391,086 |

EXHIBIT "A"
2008-2009 BUDGET APPROPRIATIONS

| | | | |
|------------------------------------------|----|------------------|------------|
| Economic Development Fund | | | |
| ◆ Materials and Services | \$ | 192,436 | |
| ◆ Capital Outlay | | 150,000 | |
| ◆ Operating Contingency | | 5,026 | |
| ◆ Transfers | | - | |
| ◆ Revolving Loans | | <u>75,000</u> | \$ 422,462 |
| Stewart Trust- Special Revenue Fund | | | |
| ◆ Capital outlay | | 67,500 | |
| ◆ Operating Contingency | | <u>63,985</u> | 131,485 |
| <u>DEBT SERVICE FUNDS</u> | | | |
| Debt Retirement Fund | | | |
| ◆ Debt Service | | <u>542,000</u> | 542,000 |
| <u>CAPITAL PROJECTS FUNDS</u> | | | |
| Transportation | | | |
| ◆ Materials and Services | | 1,568,211 | |
| ◆ Capital Outlay | | 1,115,000 | |
| ◆ Operating Contingency | | <u>500,000</u> | 3,183,211 |
| Park Improvement | | | |
| ◆ Materials and Services | | 26,845 | |
| ◆ Capital Outlay | | 77,000 | |
| ◆ Operating Contingency | | <u>99,327</u> | 203,172 |
| Equipment Replacement | | | |
| ◆ Materials and Services | | 83,000 | |
| ◆ Capital Outlay | | <u>1,143,000</u> | 1,226,000 |
| Assessment | | | |
| ◆ Materials and Services | | 6,938 | |
| ◆ Capital Outlay | | <u>550,000</u> | 556,938 |
| Facilities Replacement Fund | | | |
| ◆ Materials and Services | | 70,000 | |
| ◆ Capital outlay | | 12,365,000 | |
| ◆ Operating Contingency | | <u>110,587</u> | 12,545,587 |
| <u>ENTERPRISE FUNDS</u> | | | |
| Storm Drainage | | | |
| ◆ Materials and Services | | 497,332 | |
| ◆ Capital Outlay | | 460,000 | |
| ◆ Operating Contingency | | <u>59,753</u> | 1,017,085 |
| Off Street Parking | | | |
| Departments | | | |
| ◆ Enforcement | | 118,000 | |
| ◆ Administration | | 50,550 | |
| ◆ Capital Outlay | | - | |
| ◆ Operating Contingency | | <u>65,592</u> | 234,142 |

EXHIBIT "A"
2008-2009 BUDGET APPROPRIATIONS

Airport Fund

Departments

| | | |
|-------------------------|----------------|------------|
| ◆ Airport Operations | \$ 325,785 | |
| ◆ Capital Outlay | 200,000 | |
| ◆ Debt Service | - | |
| ◆ Transfers | 121,000 | |
| ◆ Operating Contingency | <u>274,415</u> | \$ 921,200 |

Water Service Fund

Departments

| | | |
|---------------------------------|----------------|-----------|
| ◆ Production | 924,627 | |
| ◆ Transmission and Distribution | 1,243,793 | |
| ◆ General Overhead | 1,245,382 | |
| ◆ Capital Outlay | 2,752,500 | |
| ◆ Transfers | - | |
| ◆ Operating Contingency | <u>391,268</u> | 6,557,570 |

Golf

Departments

| | | |
|-------------------------|---------------|---------|
| ◆ Maintenance | 335,845 | |
| ◆ Capital Outlay | 5,000 | |
| ◆ Debt Service | 8,442 | |
| ◆ Operating Contingency | <u>24,231</u> | 373,518 |

INTERNAL SERVICE FUND

Workers Compensation

| | | |
|--------------------------|----------------|---------|
| ◆ Materials and Services | 415,344 | |
| ◆ Capital outlay | - | |
| ◆ Operating Contingency | <u>285,026</u> | 700,370 |

TOTAL BUDGET APPROPRIATIONS \$ 57,103,266

This budget also includes unappropriated ending fund balances and reserves for future expenditures. A supplemental budget must be prepared to spend amounts reserved for future expenditure.

| | Reserve | Unappropriated Fund Balance | Total | |
|------------------------|------------------|--------------------------------|------------------|------------------|
| General | \$ - | \$ 1,304,459 | \$ 1,304,459 | |
| Debt Service | 102,067 | - | 102,067 | |
| Transportation | 1,599,702 | - | 1,599,702 | |
| Equipment Replacement | 288,588 | - | 288,588 | |
| Assessment Improvement | 984,814 | - | 984,814 | |
| Facilities Replacement | 495,000 | - | 495,000 | |
| Water | <u>1,500,000</u> | - | <u>1,500,000</u> | |
| | \$ 4,970,171 | \$ 1,304,459 | \$ 6,274,630 | <u>6,274,630</u> |

TOTAL BUDGET \$ 63,377,896

RESOLUTION NO. 2008-13

**A RESOLUTION RESCINDING RESOLUTION 2004-35 AND AMENDING
TRANSPORTATION SYSTEMS DEVELOPMENT CHARGE METHODOLOGY**

WHEREAS, on May 10, 2004, the Roseburg City Council adopted Ordinance No. 3155 which authorized implementation of a transportation systems development charge to equitably spread the cost of essential transportation system improvements to new development; and

WHEREAS, on October 25, 2004, the Roseburg City Council adopted Resolution 2004-35 adopting the "Transportation System, System Development Charge Methodology" report dated July 2004; and

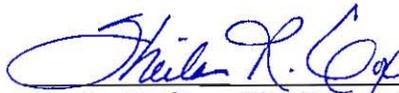
WHEREAS, the City Manager formed an ad-hoc advisory committee to review the Transportation System Development Charge Methodology; and

WHEREAS, the recommendations forwarded by the ad-hoc committee have been consolidated into the amended methodology; and

WHEREAS, the amended methodology for computation of this charge has been prepared and recommended for approval by the City's Public Works Commission;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, Oregon, that the "Transportation System, System Development Charge Methodology" report dated July 2004 is hereby replaced in its entirety by the Transportation System, System Development Charge Methodology" report dated August 2008 and attached hereto as Exhibit "A" is hereby adopted and considered effective immediately upon said adoption..

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 11th DAY OF JUNE, 2008.**



Sheila R. Cox, City Recorder

**RESOLUTION NO. 2008-13
EXHIBIT "A"**

CITY OF ROSEBURG

TRANSPORTATION SYSTEM

**SYSTEM DEVELOPMENT CHARGE
METHODOLOGY**

August, 2008



**CITY OF ROSEBURG
DOUGLAS COUNTY, OREGON**

PREPARED BY:

**CITY OF ROSEBURG
900 SE DOUGLAS AVENUE
ROSEBURG, OR 97470**

INTRODUCTION

The City of Roseburg transportation system development charge (SDC) improvement fee is for improvements to the transportation system within the City of Roseburg Urban Growth Boundary (UGB). Oregon Revised Statutes (ORS) 223.297 through 223.314 provide for an improvement fee aimed at funding costs for the capacity-increasing portion of capital improvements. Only an improvement fee is calculated (the reimbursement fee portion of the SDC is not included). The improvement fee is based on that portion of the projects in the "City of Roseburg Transportation SDC, Ten Year Transportation Plan (2004)" designated to be partially or fully funded with SDCs. Proposed projects are listed in Attachment "A".

The SDC improvement fee is based on average weekday vehicle trip ends, as defined in the most recent edition of the Trip Generation manuals *and/or database* from the Institute of Transportation Engineers (ITE).

SDC-FUNDED PROJECTS

There are \$20.6 million in transportation improvements identified in the "City of Roseburg Transportation SDC, Ten Year Transportation Plan". Approximately 58 percent of the costs for these improvements, or \$12.0 million, are attributed to additional capacity needed for future development. Note that these are not all of the transportation improvements planned for Roseburg during the next 10-years. Improvements listed in Attachment "A" are based on areas with the highest potential for development and or redevelopment, and focus on those parts of the transportation system most affected by growth: arterials and collectors.

Projects needed to fix existing deficiencies may also include extra capacity to accommodate growth during the 20-year planning period; this capacity-increasing portion is eligible for funding with SDC improvement fees. The entire cost of those projects not needed today, but necessary to accommodate growth-driven needs, are eligible to be funded by an SDC improvement fee.

ADDITIONAL TRIP ENDS AT YEAR 2015

An average weekday trip end is defined by the Institute of Transportation Engineers (ITE) as a "single or one-direction vehicle movement with either the origin or destination (exiting or entering) inside a study area." The SDC cost per trip end is determined by dividing the growth-related costs by the additional new trip ends associated with development. It has been forecasted that there will be 47,500 additional trip ends in the year 2015 (over the number of trips on the existing system).

IMPROVEMENT FEE

Transportation improvement projects with a capacity-increasing component to be funded are listed in Attachment "A". The improvement fee is computed by dividing the cost of capacity-related improvements (\$12,024,664) by the forecasted increase in number of trip ends during the next 10 years (47,500). The computed fee is \$253 per trip end.

CALCULATING THE SYSTEM DEVELOPMENT CHARGE

The system development charge for transportation in Roseburg will be based on trip-ends with pass-by credits. There are instances when the total number of trips generated from the site is different from the amount of traffic added to the street system by the generator. For example, retail-oriented businesses often locate adjacent to busy City streets in order to attract the motorists already on the street – that is, some of the motorists stop as they “pass-by” and these retail trips may not add new traffic to adjacent street system.

Following are the pass-by reductions for different land use descriptions:

| Land Use Description | ITE Categories | Percent Reduction |
|-------------------------|----------------|-------------------|
| Industrial | 000-199 | 8 percent |
| Residential | 200-299 | None |
| Institutional | 300-699 | 20 percent |
| Office | 700-799 | 8 percent |
| Business and Commercial | 800-999 | 50 percent |

Data for pass-by reduction factors are taken from an analysis of traffic impact fees developed by Anthony Rufolo, Center for Urban Studies, Portland University and “Albany Transportation System Development Charge Methodology” report.

The most recent edition of the Trip Generation manual will be used as the reference for computing trip ends for a specific development. The City Engineer will make trip generation computations for non-residential development. Applicability of a particular land use category listed in the Trip Generation manual shall be as determined by the City Engineer. For land uses not listed, the City Engineer will determine the generation rate using available resources.

In certain cases, the ITE Trip Generation Manual and available data bases do not contain enough relevant data to clearly define trip generation for a proposed use. In cases where the ITE Trip Generation Manual contains less than 5 relevant case studies, the applicant may hire, at their own cost, a transportation engineer registered in Oregon to submit empirical trip data. Data must be based on a similar development, with at least one example of the same use in a city with a population between 15,000 and 50,000 in Oregon.

The transportation SDC shall be computed by multiplying the base SDC fee by the associated basis for trip generation and by the associated week day average trip end rate for the given land use. The calculated fee is then multiplied by the appropriate pass-by reduction factor. A sample calculation for a single-family home (ITE category 210) is given in the following table (and a base fee of \$253 per trip end):

| ITE Category | Basis for Trip-End Determination | Weekday Average Trip End Rate | Pass-By Reduction Factor | Base Fee for Single Trip End | SDC Improvement Fee |
|--------------|----------------------------------|-------------------------------|--------------------------|------------------------------|---------------------|
| 210 | Dwelling Unit | 9.57 | 0 | \$253 | \$2,421 |

CREDIT

Approval of credits against the system development charge may be given based on one or more of the following:

A) **Redevelopment.** When development occurs that is subject to a systems development charge, the systems development charge for the existing use shall be calculated and if it is less than the system development charge for the proposed use, the difference between the system development charge for the existing use and the system development charge for the proposed use shall be the system development charge for the new development. If the change in use results in the system development charge for the proposed use being less than the system development charge for the existing use, no system development charge shall be required for the new development; however, no refund shall be given.

If a system development charge has been paid on the property, full credit for the system development charge paid shall be given for ten years after the payment of the fee.

If there is not currently an existing use in progress and a system development charge has not been paid on the property within the last ten years, credit will be given for existing trip generation as follow:

- 1 Within three years of last documented use, one-hundred percent credit for the system development charge associated with that use.
- 2 Beyond three years since last documented use, credit for existing system development charge will drop fifty percent per year.
- 3 Beyond five years since last documented use, no credit will be calculated for previous use.

Credit for redevelopment as outlined above will be calculated by the City Engineer. The applicant is fully responsible for providing proof of previous uses and related timelines.

B) **Qualified Public Improvement.** A Qualified Public Improvement is as defined in ORS 223.304(4). A credit against the system development charge shall be given for the cost of the qualified public improvement associated with development, with the exception of improvements required as part of a subdivision being constructed by the applicant. If improvements are required under the City's current land use code in order for an applicant to subdivide property, no credit shall be granted for the cost of those improvements required to meet the City's minimum standards or the capacity requirements of the development. Credit may be granted for any additional capacity constructed beyond the City's minimum requirements and beyond the capacity needed to serve the development.

C) **Other Public Improvements.** A credit of up to fifty percent may be provided against the system development charge for a capital improvement constructed as part of a development that reduces the development's demand upon existing capital improvements or the need for future capital improvements that would otherwise have to be constructed at City expense under the existing Council policies. To be eligible for this partial credit, the project shall be included in a current One or Five year Capital Improvement Plan or the Transportation System Plan. If improvements are required under the City's current land use code in order for an applicant to

subdivide property, no credit shall be granted for the cost of those improvements required to meet the City's minimum standards or the capacity requirements of the development. A credit of up to fifty percent may be granted for any additional capacity constructed beyond the City's minimum requirements and beyond the capacity needed to serve the development.

In order to establish the potential credit available under sections B and C above, the applicant will be required to retain the services of an engineer registered in the State of Oregon to provide a detailed construction cost estimate to the City Engineer. The City Engineer will evaluate the cost estimate and determine credit, if any.

In no case will a refund be available to the property owner/applicant. When one of the above referenced scenarios gives rise to a credit amount greater than the systems development charge that would otherwise be levied against the project receiving development approval, the amount of the remaining credit shall be included in an agreement signed by the applicant and the Public Works Director that states the amount of the remaining credit and the effective date of the agreement. The remaining credit may be applied against transportation system development charges that accrue in subsequent phases of the original development project. Credit shall not be transferable from one development to another. Remaining credit shall expire 10 years from the date the credit is given. Credit shall not be transferable from one type of capital improvement to another.

APPLICATION FOR CREDIT

An application for credit, including related documentation and information, shall be submitted by the applicant in the manner prescribed by the City, together with any fee set by Council resolution. The applicant shall have the burden of demonstrating the eligibility for a credit. No credit shall be granted for a system development charge that has already been imposed, collected, or agreed to be paid in installments unless resulting from cancellation of an active permit, expiration of a permit without being used, or an approved change of design of an active permit. The administrative fee as set by Council resolution shall be applied to the amount of system development charge actually owed by the applicant.

The Public Works Director shall approve, conditionally approve, or deny an application in writing. Such decision shall be mailed or personally delivered to the applicant. If credit is available as the result of construction of a qualified public improvement or other public improvement, developer may be required to enter into Developers Agreement with the City outlining the required improvements made and required completion dates.

REVOCAION OF CREDIT

A credit which has been applied to reduce system development charges may be revoked and the unpaid portion of the system development charge reimposed as a lien against the property if the associated capital improvement for which the system development charge credit has been given is not constructed or completed as required, or fails to function as designed. Such revocation shall not occur until 10 days prior written notice has been given to and an opportunity to be heard has been afforded the applicant and property owner. If the credit is revoked, the City Manager may add to the amount due the cost of the revocation proceedings.

ATTACHMENT A
CITY OF ROSEBURG
10 YEAR SDC TRANSPORTATION IMPROVEMENT PLAN

| | PROJECT DESCRIPTION | TIME FRAME | DISTANCE (MILES) | PROJECT COST | SDC % | SDC COST |
|----|------------------------------------------|------------|------------------|---------------------|-------|---------------------|
| 1 | SOUTH STEWART PARKWAY | | | | | |
| A. | S- CURVES REALIGNMENT | 1-2 yrs | 0.76 | \$1,252,560 | 65 | \$814,164 |
| B. | SOUTH UMPQUA BRIDGE | 3-5 yrs | 0.45 | \$3,550,000 | 55 | \$1,952,500 |
| C. | HARVARD SIGNAL IMPROVEMENTS | 3-5 yrs | | \$375,000 | 50 | \$187,500 |
| 2 | VALLEY VIEW DRIVE | 3-5 yrs | 0.22 | \$235,000 | 25 | \$58,750 |
| 3 | TROOST ST REALIGNMENT | 3-5 yrs | 0.63 | \$950,000 | 80 | \$760,000 |
| 4 | WEST HARVARD IMPROVEMENTS | 5-10 yrs | 0.35 | \$475,000 | 75 | \$356,250 |
| 5 | WEST HARVARD BRIDGE | 5-10 yrs | | \$4,500,000 | 50 | \$2,250,000 |
| 6 | TROOST/CHARTER OAKS/ W HARVARD CONNECTOR | 5-10 yrs | 0.71 | \$1,430,000 | 50 | \$715,000 |
| 7 | ALAMEDA/CLOVERDALE IMP. | 1-2 yrs | 0.42 | \$330,000 | 65 | \$214,500 |
| 8 | BLACK STREET EXTENSION | 5-10 yrs | 0.05 | \$355,000 | 90 | \$319,500 |
| 9 | BROAD ST - EDENBOWER NORTH | 5-10 yrs | 0.62 | \$490,000 | 50 | \$245,000 |
| 10 | DIAMOND LAKE/RIFLE RANGE SIGNAL | 3-5 yrs | | \$175,000 | 75 | \$131,250 |
| 11 | FULTON STREET IMPROVEMENTS | 3-5 yrs | 0.39 | \$565,000 | 50 | \$282,500 |
| 12 | DOUGLAS AVE PHASE 1 | 3-5 yrs | 0.87 | \$920,000 | 60 | \$552,000 |
| 13 | DOUGLAS AVE PHASE 2 | 5-10 yrs | 1.13 | \$1,195,000 | 60 | \$717,000 |
| 14 | RIFLE RANGE ROAD - NORTH | 5-10 yrs | 1.14 | \$915,000 | 50 | \$457,500 |
| 15 | RIFLE RANGE RD - DOUGLAS SOUTH | 5-10 yrs | | \$1,200,000 | 80 | \$960,000 |
| 16 | VINE ST - ALAMEDA NORTH | | | | | |
| A. | SOUTH OF CLOVER AVE | 3-5 yrs | 0.51 | \$405,000 | 50 | \$202,500 |
| B. | NORTH OF CLOVER AVE | 5-10 yrs | 0.50 | \$525,000 | 80 | \$420,000 |
| 17 | LOOKINGGLASS ROAD | 5-10 yrs | 0.75 | \$595,000 | 50 | \$297,500 |
| 18 | MOSHER STREET SIGNALS | 3-5 yrs | | \$175,000 | 75 | \$131,250 |
| | TOTAL | | | \$20,612,560 | | \$12,024,664 |

RESOLUTION NO. 2008-14

A RESOLUTION CALLING A CITY ELECTION TO BE CONDUCTED BY THE DOUGLAS COUNTY ELECTIONS DEPARTMENT ON NOVEMBER 4, 2008, IN ACCORDANCE WITH ORS CHAPTER 254, FOR THE PURPOSE OF REFERRING TO THE LEGAL ELECTORS OF THE CITY OF ROSEBURG, FOR THEIR APPROVAL OR REJECTION, A MEASURE AUTHORIZING THE ISSUANCE OF \$5,000,000, 11-YEAR GENERAL OBLIGATION BONDS TO FUND UPGRADES TO EXISTING PARKS AND TRAILS WITHIN THE CITY OF ROSEBURG

The City Council of the City of Roseburg finds as follows:

A. There is a need to upgrade existing parks and trails within the City of Roseburg park system in order to help improve park safety and accessibility for residents. Many of the City's older existing park sites are in need of renovation and some of the basic amenities such as picnic areas and playgrounds are showing signs of age and need significant reinvestment.

B. It is estimated that it would cost approximately \$5 million for renovations to existing parks and trails within the City.

C. The City Council has determined that a measure authorizing General Obligation bonds to finance the renovation and expansion of existing parks and trails within the City should be referred to the electors of the City.

NOW, THEREFORE, based upon the above findings,

IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, as follows:

SECTION 1. A City election is called for the purpose of submitting to the qualified voters of the City, a measure authorizing the issuance of \$5,000,000, 11-year General Obligation bonds to be used for renovation and expansion of existing parks and trails within the City.

SECTION 2. The Measure referred to in Section 1 shall be placed upon the official ballot by the City Recorder. The City Recorder shall furnish to the County Clerk for Douglas County, a certified copy of the ballot title for the Measure and shall direct that the County Clerk for Douglas County place the Measure upon the ballot to be used at the City election to be voted upon by the electors of the City.

SECTION 3. Pursuant to Roseburg Municipal Code Section 2.06.030, within five business days of the date this Resolution is adopted, the City Attorney shall prepare a ballot title in the form required by state law and shall return it to the City Recorder.

SECTION 4. The City Council orders this City election to be held in the City of Roseburg, Oregon, concurrently with the general election on the 4th day of November, 2008, in accordance with the provisions of Chapter 254 of the Oregon Revised Statutes, and the ballots shall be counted and tabulated and the results certified as provided by law.

SECTION 5. The City Recorder is directed to give not less than ten (10) days' notice of the City election by publication of one (1) notice in the News-Review, a newspaper published in the City and of general circulation within the City, and by posting the notice in at least two (2) public and conspicuous places in each of the wards in the City in accordance with Roseburg Municipal Code Section 2.06.110.

SECTION 6. If approved by the electors, the proceeds from the sale of the bonds will be used only to upgrade and renovate existing parks and trails within the City of Roseburg and improve public recreation facilities on property owned by Roseburg School District.

SECTION 7. This resolution shall become effective immediately upon adoption by the Roseburg City Council.

ADOPTED BY THE ROSEBURG CITY COUNCIL THIS 11TH DAY OF AUGUST, 2008.



SHEILA R. COX, CITY RECORDER

RESOLUTION NO. 2008- 15

**A RESOLUTION AMENDING RESOLUTION NO. 92-13 AND
RESOLUTION NO. 91-13 BY ADDING SYSTEMS DEVELOPMENT
CHARGES FOR OUTSIDE CITY LIMITS WATER SERVICE**

WHEREAS, the City Council of the City of Roseburg has adopted and implemented methodologies for Transportation Systems Development Charges, Parks System Development Charges and Water System Development Charges; and

WHEREAS, on August 25, 2008, the Roseburg City Council adopted Ordinance No. 3287 which authorized phased-in implementation of these development charges to equitably spread the cost of essential system improvements to new or expanded development outside the City limits requiring City water services;

IT IS HEREBY RESOLVED by the City Council that Resolution No. 92-13 adopted by the City Council on August 24, 1992, and Resolution No. 91-13, adopted by the City Council on June 24, 1991, are amended as follows:

Section 1: Effective January 1, 2009, developments subject to the provisions of Ordinance No. 3287 shall pay 25% of all system development charges.

Section 2: Effective July 1, 2009, developments subject to the provisions of Ordinance No. 3287 shall pay 50% of all system development charges.

Section 3: Effective January 1, 2010, developments subject to the provisions of Ordinance No. 3287 shall pay 75% of all system development charges.

Section 4: Effective July 1, 2010, developments subject to the provisions of Ordinance No. 3287 shall pay 100% of all system development charges.

Section 4: The City Recorder's Office shall record these requirements in all appropriate sections of the City Fee Schedule.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 25th DAY OF AUGUST 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008- 16

**A RESOLUTION RESCINDING RESOLUTION NO. 2006-11 AND AMENDING THE POLICY
FOR LONG-TERM LEASING OF CORPORATE HANGAR SPACES
AT THE ROSEBURG REGIONAL AIRPORT**

WHEREAS, the "Policy for Long Term Leasing of Corporate Hangar Spaces at the Roseburg Regional Airport" was first adopted by Council Resolution 2002-16 on September 23, 2002; and

WHEREAS, on November 14, 2005, the Council adopted Resolution No. 2005-22, rescinding Resolution No. 2002-16 and amending the subject policy to require the renewal term inspections to be done by an independent professionally licensed engineer, architect or building contractor; and

WHEREAS, on April 24, 2006, the Council adopted Resolution No. 2006-11, rescinding Resolution No. 2005-22 and amending the Long Term Leasing Policy to phase in rate increases over a five year period with an annual CPI adjustment (with a cap of 3%) thereafter; and

WHEREAS, the City of Roseburg Airport Commission has now recommended an amendment to said Policy to address non-aviation commercial uses in corporate hangars and delete outdated language; and

WHEREAS, the Roseburg City Council supports the Airport Commission's recommendation;

NOW THEREFORE, BE IT RESOLVED BY THE ROSEBURG CITY COUNCIL AS FOLLOWS:

Section 1. Resolution No. 2006-11, as adopted by the Roseburg City Council on April 24, 2006, is hereby rescinded and the City of Roseburg's policy for long-term leasing of corporate hangar spaces at the Roseburg Regional Airport is hereby amended to read as set forth in Exhibit "A" as attached hereto and by this reference incorporated herein. Such amended policy shall become effective September 1, 2008.

Section 2. The City Recorder is hereby directed to notify all current corporate hangar space lessees of the policy amendment hereby adopted.

Section 3. This resolution shall become effective upon adoption by the Roseburg City Council.

APPROVED BY THE ROSEBURG CITY COUNCIL THIS 25TH DAY OF AUGUST, 2008.



Sheila R. Cox, City Recorder

EXHIBIT "A" OF RESOLUTION NO. 2008-16

**POLICY FOR LONG-TERM LEASING OF CORPORATE HANGAR SPACES
AT THE ROSEBURG REGIONAL AIRPORT**

The following provisions shall be known as the Policy for Long Term Leasing of Corporate Hangar Spaces at the Roseburg Regional Airport (hereinafter referred to as the "Policy"), and , unless otherwise stated herein, shall be applied to the ground leases for all corporate hangar spaces leased at the Airport:

1. **ANNUAL PAYMENT DATE.** The annual payment for each corporate hangar space leased at the Roseburg Regional Airport shall be due in advance, on or before July 1 of each year. The first annual payment on newly constructed hangars shall be pro-rated to incorporate the July 1 payment date.

2. **RENTAL RATES.**

2.1 **Hangars Built Prior to Policy Adoption.**

2.1.1 **July 1, 2008 - June 30, 2011:** During the period of time beginning July 1, 2008 and ending June 30, 2011, the ground lease rate for all corporate hangars built prior to the adoption of this Policy shall be as follows:

| <u>DATE</u> | <u>RENTAL RATE</u> |
|--------------|------------------------|
| July 1, 2008 | \$0.21 per square foot |
| July 1, 2009 | \$0.23 per square foot |
| July 1, 2010 | \$0.25 per square foot |

2.1.2 **Annual CPI Adjustment Beginning July 1, 2011:** Beginning July 1, 2011, and on July 1 of each year thereafter throughout the entire term of the lease, the annual rental rate increase for corporate hangar space shall be equal to the percentage increase in the Consumer Price Index ("CPI") for the twelve (12) month period ending December 31 of the prior year. Comparisons shall be made by using the Bureau of Labor Statistics Consumer Price Index entitled All Urban Consumers, West Region - Portland, Oregon (1982-1984=100); provided however, such increase shall not exceed three percent (3%) in any given year. In no event shall there be a decrease in the ground lease rate paid the prior year. In the event that the above referenced CPI ceases to be published, the City shall select a comparable replacement table.

2.2 **Hangars Constructed Following Policy Adoption.** The ground lease rate for any corporate hangar built following adoption of this Policy shall be the rate in effect, based on the rates set forth in Subsection 2.1 of this Policy, at the time the hangar is constructed, and lease rate increases shall thereafter follow the same schedule as set forth therein.

3. **INITIAL TERM.**

3.1 Hangars Constructed More Than 20 Years Prior to Policy Adoption. The Initial Term of the ground lease for any corporate hangar built more than 20 years prior to the adoption of this Policy shall be the five-year period beginning July 1, 2006 and ending June 30, 2011.

3.2 Hangars Constructed Less Than 20 Years Prior to Policy Adoption. The Initial Term of the ground lease for any corporate hangar built less than 20 years prior to the adoption of this Policy shall be the period of time beginning July 1, 2006 and ending on June 30th of the year following the 20th anniversary of the hangar's original construction.

3.3 Hangars Constructed Following Policy Adoption. The Initial Term of the ground lease for all corporate hangars constructed following the adoption of this Policy shall be considered the period of time beginning on the date the hangar was originally constructed, and ending June 30 of the year following the 20th anniversary of such original construction date.

4. **RENEWAL TERMS.** Following expiration of the Initial Term, all corporate hangar ground leases may be renewed for additional terms of five (5) years each ("Renewal Term"), throughout the lifetime of the hangar, provided Lessee meets the requirements set forth in this Policy and is not in default of any lease provision.

4.1 Renewal/Inspection Notice. Ninety (90) days prior to the expiration of the Initial Term or any Renewal Term then in effect, the City shall give Lessee written notice of pending expiration and of the hangar inspection required by Section 5 of this Policy ("Renewal/Inspection Notice"). Lessee's desire to exercise such right of renewal shall be considered automatic unless Lessee notifies the City in writing of the intent not to renew the lease as required by Subsection 4.2 of this Policy.

4.2 Lessee's Decision Not to Renew. If at the end of the Initial Term, or at the end of any Renewal Term, Lessee decides not to exercise the right to renew the lease as allowed by this Policy, Lessee must notify the City in writing of said decision not to renew. Such notice must be submitted to the City in writing within thirty (30) days of the date of the City's Expiration/Inspection Notice sent pursuant to Subsection 4.1 of this Policy and must outline Lessee's plans for removal of the hangar at the end of the existing term. Such removal shall be at Lessee's expense and must be accomplished within 90 days of the date of Lessee's notice to the City of the decision not to renew. If the Lessee fails to remove the hangar as required, the hangar shall be considered a nuisance to be abated as outlined in Section 7 of this Policy.

5. **RENEWAL TERM INSPECTION REQUIREMENTS:** As a condition of renewal of the lease, within thirty (30) days of the date of the City's Renewal/Inspection Notice, Lessee, at Lessee's sole expense, shall hire an independent professionally licensed engineer, architect or building contractor, to conduct an assessment and inspection of the hangar based on the criteria set forth in this Policy. Lessee shall cause such inspection and assessment to be completed, and a written report of all findings from the inspection ("Inspection/Assessment Report") to be filed with the City within sixty (60) days from the date

of City's Renewal/Inspection Notice to Lessee. Failure of the Lessee to order such inspection and assessment or to provide the City with the Inspection/Assessment Report as required, shall be considered a violation of the Lease, and shall be grounds for denial of the Renewal Term.

5.1 Inspection/Assessment Report. The Inspection/Assessment Report to be provided the City shall include, but not be limited to:

5.1.1 A detailed list of any maintenance deficiencies found in the interior and on the exterior of the hangar;

5.1.2 A statement verifying Lessee's compliance with current Roseburg Regional Airport Rules and Regulations, limits on storage of hazardous materials and appropriate usage of the facility; and

5.1.3 A structural assessment as to the remaining useful life of the hangar and recommendations for improvements which would increase the useful life expectancy of the hangar.

5.2 Deficiencies Satisfied. Lessee shall satisfy all deficiencies identified in the Inspection/Assessment Report within 30 (thirty) days of the date of such report. If deficiencies require more than thirty (30) days to correct, Lessee may make a written request to the City Manager for an extension of the standard correction time. The City Manager shall not unreasonably deny the extension. Failure of Lessee to correct each reported deficiency will result in ownership of the hangar reverting to the City.

5.3 Appeal of Deficiencies. If Lessee objects to a deficiency identified in the Inspection/Assessment report, Lessee may file a written appeal with the City Manager, specifying the objection. Such appeal must be submitted to the City Manager within ten (10) days of the date of the Inspection/Assessment Report and shall be processed in accordance with RMC Section 7.06.030 governing the appeal of a notice of nuisance abatement.

6. APPROVAL OF RENEWAL TERM. Upon Lessee's completion of all conditions precedent to the commencement of the Renewal Term, including, but not limited to, the satisfactory completion of all deficiencies identified in the Inspection/Assessment Report, the City shall approve the renewal of the lease for one five-year Renewal Term, or for less than a five-year Renewal Term if the Inspection/Assessment Report reflects the conclusions outlined in the following Section 7 of this Policy.

7. FINAL RENEWAL TERM; REMOVAL OF HANGAR. In the event the Inspection/Assessment Report results in a finding that the anticipated remaining useful life of the hangar is five (5) years or less, the pending Renewal Term shall be deemed to be the last Renewal Term available under the lease (the "Final Renewal Term"). In such event, Lessee shall agree, as a condition to approval of the Final Renewal Term, to remove the hangar, at Lessee's expense, at the end of the Final Renewal Term. If the Lessee does not agree to remove the hangar at the end of the Final Renewal Term, the City shall deny the request to renew and Lessee must comply with Section 10 of this Policy. If Lessee fails to remove

the hangar within thirty (30) days of the expiration of the Final Renewal Term, the City shall consider the hangar a nuisance to be abated in accordance with Roseburg Municipal Code (RMC) Chapter 7.06, and after notice to Lessee, may abate the nuisance and charge the Lessee the cost of abatement, plus a penalty as provided in the aforementioned Code Chapter.

8. NON-AVIATION COMMERCIAL USES WITHIN CORPORATE HANGARS WITH STREET SIDE ACCESS. The provisions contained within this Section 8 shall apply to all corporate hangars with direct street access constructed, assigned or renegotiated for any reason, including the expiration of any term of the applicable lease, after May 1, 2008.

8.1 Non-Aviation Commercial Use Defined. Non-aviation commercial use is defined as any use that is not included in the following Federal Aviation Administration (FAA) definition:

8.1.1 Aeronautical Activity. Any activity that involves, makes possible, or is required for the operation of aircraft or that contributes to or is required for the safety of such operations. Activities within this definition, commonly conducted on the airport include, but are not limited to the following: general and corporate aviation, air taxi and charter operations, scheduled and nonscheduled air carrier operations, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, aircraft sales and services, aircraft storage, sale of aviation petroleum products, repair and maintenance of aircraft, sale of aircraft parts, parachute or ultralight activities, and any other activities that, because of their direct relationship to the operation of aircraft, can appropriately be regarded as aeronautical activities. Activities, such as model aircraft and model rocket operations, are not considered aeronautical activities.

8.2 Limit on Non-Aviation Uses. Unless otherwise approved by the Roseburg City Council, non-aviation commercial uses within corporate hangars shall be limited to the second floor of those hangars having direct street access and shall cover not more than 10 percent of the total square footage of the hangar.

8.3 Lease Amount for Non-Aviation Uses. The lease rate for non-aviation commercial use within corporate hangars shall be set at the market rate based on the total square footage of such use. The City Council shall establish a lease rate for "non-aviation commercial use of corporate hangar space" by Council resolution to be incorporated within the Fee Schedule for the City of Roseburg, and such lease rate shall be subject to the same CPI adjustment established for corporate hangar space lease rates in Subsection 2.1.2 of this Policy

8.4 Parking. Hangar owners shall comply with Section 3.35.100, "Off-Street Parking", of the Roseburg Municipal Code. Two parking spaces shall be assigned to each new corporate hangar. Owners shall be required to lease additional parking spaces from the City in order to comply with the applicable Code provisions. The rate for each leased airport parking space shall be set by Council Resolution, incorporated into the City's fee schedule, and shall be subject to the same CPI adjustment established for corporate hangar space lease rates in Subsection 2.1.2 of this Policy.

8.5 Inspection and Entry. City shall have the right, after giving the owner reasonable notice,

to inspect the hangar for the purpose of determining compliance with the owner's obligations under this policy.

9. **COMPLIANCE WITH AIRPORT POLICY.** Notwithstanding any other provision of the lease, any part of this Policy shall be amended as necessary to comply with any Airport policy adopted by the Roseburg City Council following a recommendation of the City's Airport Commission, or its successor, provided that, no such amendment shall shorten a Renewal Term in effect on the date of policy adoption, or require Lessee to expend additional moneys on Hangar improvements during the Renewal Term in effect on the date of policy amendment.

10. **RETURN OF PROPERTY AT THE END OF THE LEASE.** Upon the expiration or termination of the Lease, Lessee shall remove the hangar at Lessee's sole expense, and surrender the property to the City within thirty (30) days of the date of expiration or termination of the lease. As outlined in the above Section 7, if Lessee fails to remove the hangar, the City may remove the Hangar and charge the Lessee the cost of such removal.

11. **RIGHT OF FIRST REFUSAL.** If at any time during the Initial Term of the lease, or any Renewal Term thereof, Lessee offers the corporate hangar for sale, the City shall have the first right of refusal to purchase the hangar in accordance with Roseburg Municipal Code Section 3.22.200.

12. **EFFECTIVE DATE.** Upon adoption by the City Council, unless otherwise stated herein, all provisions of this policy shall become effective September 1, 2008 and shall be applied toward all existing corporate hangar space leases and any application for lease of a corporate hangar space received from the date of adoption forward.

RESOLUTION NO. 2008-17

**A RESOLUTION AMENDING RESOLUTION NO. 92-13 REGARDING
AIRPORT RENTAL/LEASE FEES**

IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, that Resolution No. 92-13 adopted by the City Council on August 24, 1992, is amended as follows:

Section 1: The following airport related fees shall be instituted upon adoption of this Resolution and become effective September 1, 2008:

Monthly Rental/Lease Rates

Non-Aviation Commercial Use of 2nd Floor Corporate Hangar Space \$0.65 per s.f.
Corporate Parking Space Rental..... \$24.00 per space

Section 2: Beginning July 1, 2009, the rental rates established herein shall be adjusted by the Salem-Portland CPI-U, December to December with a maximum of a 3% adjustment in the same manner as other airport lease rates.

Section 3. This resolution shall become effective upon adoption by the Roseburg City Council.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT
ITS REGULAR MEETING ON THE 25TH DAY OF AUGUST 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-18

**A RESOLUTION AMENDING RESOLUTION NO. 92-13 TO AMEND VENDOR
BOOTH INSPECTION FEES**

IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, that Resolution No. 92-13 adopted by the City Council on August 24, 1992, is amended as follows:

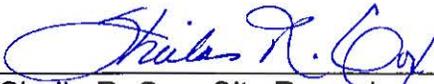
Section 1: The following Fire Department service fee shall be amended:

Additional Inspections

Special Events –(per vendor, per year)~~80.00~~ \$50.00
- Includes as examples: Graffiti, Art Festival, Music on the Half Shell

Section 2: This Resolution shall become effective October 1, 2008.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON,
AT ITS REGULAR MEETING ON THE 22ND DAY OF SEPTEMBER 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-19

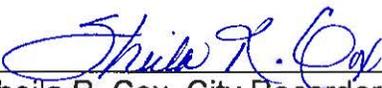
**A RESOLUTION AMENDING RESOLUTION NO. 92-13 REGARDING
PARKING METER HOODS**

IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, that Resolution No. 92-13 adopted by the City Council on August 24, 1992, is amended as follows:

Section 1: The refundable deposit for parking meter hoods shall increase from \$10.00 to \$25.00.

Section 2: The fees established by this resolution shall become effective immediately upon City Council adoption.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG,
OREGON, AT ITS REGULAR MEETING ON THE 22nd DAY OF
SEPTEMBER 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO: 2008- 20

A CITY COUNCIL RESOLUTION SUPPORTING A US ECONOMIC DEVELOPMENT ADMINISTRATION GRANT APPLICATION BY RIO COMMUNICATIONS FOR THE PURPOSE OF RENOVATING A VACANT BUILDING AT 522 SE WASHINGTON AVENUE INTO A "MULTI-PURPOSE NETWORK DATA CENTER AND BUSINESS INCUBATOR".

WHEREAS, Rio Networks, a wholly owned company of the Cow Creek Band of the Umpqua Tribe of Indians, has requested local support of a US Economic Development Administration application by the Tribe for the purpose of renovating the vacant building at 522 SE Washington Avenue for a multi-purpose network data center and business incubator, and

WHEREAS, Rio Network is requesting City of Roseburg specifically support a US Economic Development Administration application for the purpose of renovating the vacant building at 522 SE Washington Avenue for a multi-purpose network data center and business incubator, and

WHEREAS, the City Council, in it's 2007 – 2012 Strategic Plan set a goal under the principle, "A Healthy Economy"; a specific Goal to *"Approve and implement an economic development plan to sustain a balanced economy that supports the expansion and retention of family-wage jobs;"* and

WHEREAS, under the Strategic Plan goal to approve and implement an economic development plan, the City Council adopted a strategy/action step to *"support current organizational plan for effective delivery of economic development services by leveraging City and external resources (Roseburg Area Chamber of Commerce, Douglas County, State of Oregon, Umpqua Economic Development Partnership, Umpqua Community Development Corporation, Cow Creek Band of the Umpqua Tribe of Indians and education institutions.);* and

WHEREAS, under the Strategic Plan goal to approve and implement an economic development plan, the City Council adopted a strategy/action step to *"Support a focused economic development investment strategy, which includes and maximizes public and private investment stakeholders;"* and

WHEREAS, the project will invest Cow Creek Band of the Umpqua Tribe of Indians and US Economic Development Administration funds to create a multipurpose network data center and business incubator in downtown Roseburg, thus creating more family wage paying jobs in Downtown Roseburg; and

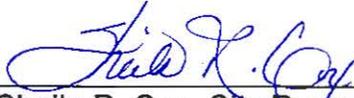
WHEREAS, the project will look to the future in becoming a center of sustainable technology. Rio's incubator entrepreneurs will embrace new technology and methods, and by promoting green awareness, new businesses and innovators will be attracted to the area; and

WHEREAS, the business incubator space will provide offices, network access and needed operational support staff and services equipped with the latest technology. This project is

focused on assisting in the marketing, growth and business expansion that will foster improved success for local startups.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Roseburg, Oregon, supports Rio Networks' application for a US Economic Development Administration Grant application for the purpose of renovating an existing vacant building (522 SE Washington Avenue) into a multipurpose network data center and business incubator is hereby approved.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT IT'S
REGULAR MEETING ON THE 13TH DAY OF OCTOBER 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-21

**A RESOLUTION RESCINDING RESOLUTION 2008-16 AMENDING THE POLICY FOR
LONG-TERM LEASING OF CORPORATE HANGAR SPACE**

WHEREAS, upon recommendation from the Airport Commission, on August 25, 2008, the Council adopted Resolution 2008-16 rescinding Resolution No. 2006-11 and amending the policy for long-term leasing of corporate hangar space at the Roseburg Regional Airport with regard to non-aviation use of such facilities; and

WHEREAS, the Airport Commission has now recommended that Resolution No. 2008-16 be rescinded and the corporate tenants be given 90 days to present an alternative policy regarding non-aviation commercial use of corporate hangar space; and the Council is supportive of the Commission's recommendation;

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG; Resolution No. 2008-16, Rescinding Resolution No. 2006-11 and Amending the Policy for Long-Term Leasing of Corporate Hangar Spaces at the Roseburg Regional Airport is hereby rescinded in its entirety.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 13TH DAY OF OCTOBER, 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-22

**A RESOLUTION SUPPORTING THE LOCATION OF AN OREGON STATE
VETERANS HOME IN ROSEBURG, OREGON**

WHEREAS, the Oregon Department of Veterans Affairs has been issued a Certificate of Need for the establishment of the second Oregon State Veterans Home, and

WHEREAS, Roseburg, Oregon is the most logical site in Oregon for a State Veterans Home ("the Home") because of its location on Interstate 5 (I-5) providing easy access for veteran clients (nearly 70,000 veterans live in Southern, Western and Central Oregon); and

WHEREAS, construction of the facility in Roseburg can only be accomplished if State and local governments provide 35% of the total construction cost; and

WHEREAS, the proposed Roseburg location is located adjacent to an existing VA Medical Center and adjacent to land owned by the City of Roseburg which may be available for uses related to the Home, and is therefore an ideal location for the Home; and

WHEREAS, The VA Roseburg Healthcare System is supportive of the Veterans Home located on the campus of the VA Medical Center in Roseburg, if approved by the Department of Veterans Affairs; and

WHEREAS, it would be beneficial to the veterans and the community if the second Oregon State Veterans Home is located adjacent to the Roseburg VA Medical Center to facilitate better services for residents of the Home; and

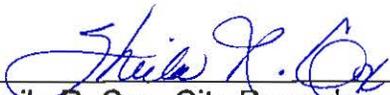
WHEREAS, the concept of a State Veterans Home co-existing with the Roseburg VA Medical Center on the adjacent property, is supported by the City of Roseburg; and,

WHEREAS, the economic impact of a State Veterans Home would be substantial for economic development and the long-range economic health of the area by employing over 200 staff and providing business opportunities for local service industries; and

WHEREAS, Douglas County has maintained a County Veterans Service Office for many years primarily at County General Fund expense and increased services over the past 7 years by 500%, which is indicative of its respect and support of its veterans:

NOW, THEREFORE, be it resolved the Roseburg City Council expresses its support for the location of a State Veterans Home in Roseburg, and agrees to work in cooperation with other governmental agencies to identify sources and obtain funding or other assets that may constitute the 35% "match" funding needed for the construction and establishment of the Home in Roseburg.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON,
AT ITS REGULAR MEETING ON THE 13th DAY OF OCTOBER 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008- 23
**A RESOLUTION ADOPTING THE CITY OF ROSEBURG IDENTITY THEFT
PREVENTION POLICY**

WHEREAS, the Federal Trade Commission (FTC) adopted requirements concerning the adoption of identity theft prevention policies required by the Fair and Accurate Credit Transaction (FACT) Act of 2003, which took effect on January 1, 2008; and

WHEREAS, the FTC's rule (Red Flags Rule) requires creditors, such as City utilities, to establish identity theft prevention programs for covered accounts, including utility accounts; and

WHEREAS, the Red Flags Rule requires identity theft prevention policies to provide for the identification, detection and response to patterns, practices or specific activities, know as "red flags", that could indicate identity theft; and

WHEREAS, City staff has evaluated the number and type of accounts covered by FACT, the likelihood of damage from identity theft, the cost and operational burden in tracking "red flags" and appropriate responses in the event an identity theft situation develops; and

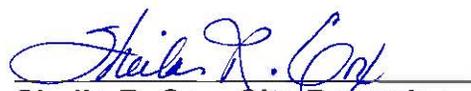
WHEREAS, the City Recorder has prepared the Identity Theft Prevention Policy in conjunction with the Finance Director to become effective no later than November 1, 2008;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Roseburg that the Identity Theft Prevention Policy attached hereto as Exhibit "A" is hereby adopted and shall be incorporated into the City of Roseburg's Administrative Policy and Procedure Manual as Chapter 2.16.

This resolution shall become effective immediately upon its adoption by Council and approval by the Mayor.

**ADOPTED BY THE ROSEBURG CITY COUNCIL THIS 27TH DAY OF
OCTOBER, 2008.**

APPROVED BY THE MAYOR THIS 27TH DAY OF OCTOBER, 2008.


Sheila R. Cox, City Recorder

CITY OF ROSEBURG
ADMINISTRATIVE POLICY & PROCEDURE MANUAL
CHAPTER 2.16
IDENTITY THEFT PREVENTION POLICY

2.16.1 GOAL

The goal of the City of Roseburg's Identity Theft Prevention Policy ("Policy") is to ensure that the confidentiality, integrity and availability of information owned by or entrusted to the City of Roseburg is protected in a manner that is consistent with the requirements of the Federal Trade Commission's Red Flags Rule ("Rule") which implements Section 114 of the Fair and Accurate Credit Transactions (FACT) Act of 2003 and ORS 646A.622, the Oregon Consumer Identity Theft Protection Act ("OCITPA").

2.16.2 PURPOSE

The primary purpose of the City of Roseburg's Identity Theft Protection Policy is to detect, prevent and mitigate identity theft in connection with improper security or misuse of sensitive information the City may need to collect due to the nature of the services it provides, particularly in the City's utility billing department. This Policy is intended to protect the security and confidentiality of any personal identifying information obtained by the City for business purposes.

2.16.3 SCOPE

This Policy applies to all customers and vendors of the City, as well as its employees, consultants, temporary employees, volunteers, or anyone working for or under the auspices of the City of Roseburg. All information gathered and maintained by City employees for the purpose of conducting business is considered institutional information and each individual who uses, stores, processes, transfers, administers and maintains this information is responsible for and will be held accountable for its appropriate use. The Policy applies to all information collected, even if it is nominal information such as name, phone number and address.

2.16.4 DEFINITIONS

As used in this Policy, the following words and phrases have the following meanings:

A. **“Covered account”** includes all City of Roseburg utility accounts whether for residential, commercial or industrial service that involves multiple payments or transactions or any other account the City maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the City from identity theft.

B. **“Creditor”** includes municipal utilities that defer payment for goods or services.

C. **“Identifying information”** includes, but is not limited to, any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including: name, address, telephone number, social security number, date of birth, government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer’s internet protocol address or routing code.

D. **“Identity theft”** is fraud committed using the identifying information of another person;

E. **“Red flag”** is a pattern, practice or specific activity that indicates the possible existence of identity theft;

2.16.5 IDENTIFICATION OF RED FLAGS

The City identifies the following red flags that may lead to the detection of potential fraud:

A. **Notifications and Warnings from Credit Reporting Agencies or Other Parties**, such as:

1. Report of fraud accompanying a credit or consumer report;
2. Notice or report from a credit agency of a credit freeze or active duty alert on a customer or applicant;
3. Indication from a credit report of activity that is inconsistent with a customer's usual pattern or activity, such as recent significant increase in volume of inquires, unusual number of recent credit applications, a material change in use of credit or accounts closed for cause or abuse;
4. Notice from a customer, identity theft victim, law enforcement officer or other person that it has opened or is maintaining a fraudulent account for a person engaged in identity theft.

B. **Suspicious Documents and Personal Identifying Information**, such as:

1. Identification documents that appear to be forged, altered or unauthentic;

2. Identification card on which person's photograph and physical description are not consistent with the person presenting the document;
3. Other document with information that is inconsistent with existing customer information on file (such as if a person's signature on a check appears to be forged);
4. Identifying information presented that is consistent with fraudulent activity (such as a fictitious billing address);
5. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a credit report or information that is the same information on other applications that were found to be fraudulent);
6. Information presented that is the same information presented by another person (for instance, a social security number is the same as that of another person);
7. A document containing incomplete personal identifying information if a customer is reminded to provide the information and cannot do so.

C. Suspicious Account Activity or Unusual Use of an Account, such as:

1. Request for change of address for an account followed by a request to change the account holder's name;
2. Payments stop on an otherwise consistently up-to-date account;
3. Account starts being used in a way that is not consistent with prior use (example: sudden very high activity);
4. Mail sent to the account holder is repeatedly returned as undeliverable or notice from the customer that they are not receiving mail sent by the City;
5. Notice to the City that an account has unauthorized activity;
6. Breach of the City's computer system security;
7. Unauthorized access to or use of customer account information.

2.16.6 DETECTING RED FLAGS

A. New Accounts. In order to detect red flags associated with the opening of a new account, City personnel will take the following steps to obtain and verify the identity of the person opening the account:

1. Require the indentifying information needed such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
2. Verify the customer's identity (for instance, ask to see their driver's license or other identification card);
3. Review documentation showing the existence of a business entity; and/or
4. Independently contact the customer.

B. Existing Accounts. In order to detect red flags for an existing account, City personnel will take the following steps to the extent possible to monitor transactions within an account:

1. Verify the identification of customers if they request information, whether in person, via telephone, facsimile or email;
2. Verify the validity of requests to change billing addresses; and
3. Verify changes in banking information given for billing and payment purposes.

2.16.7 PREVENTING AND MITIGATING IDENTITY THEFT

A. Response to Suspected Fraud. If City personnel suspects fraud or detects a red flag they shall take one or more of the following steps, depending on the degree of risk posed by the red flag:

1. Continue to monitor the account for evidence of fraud or identity theft;
2. Ask the applicant or customer for additional documentation;
3. Notify their supervisor, who shall in turn notify law enforcement if warranted of suspected fraud or detection of a red flag;
4. Do not take the requested action such as to open a new account or close an existing account;
5. Verify that all contact via the US Postal Service is made using the correct name, address and postage;
6. Determine that no response is warranted under the particular circumstances.

B. Protection and Prevention. In order to further prevent the likelihood of identity theft occurring with respect to City accounts, City personnel will take the following steps with respect to its internal operating procedures to protect customer identifying information:

1. Ensure that its website is secure for customers using the website to make payments on accounts;
2. Ensure complete and secure destruction of paper documents and computer files containing customer information;
3. Ensure that office computers are password protected and that computer screens lock after a certain period of time;
4. Keep offices clear of papers containing customer information;
5. Ensure computer virus protection is up to date;
6. Request only the last 4 digits of social security numbers (if any); and

7. Require and keep only the kinds of customer information that is necessary for City business purposes.

C. Social Security Number Protection. The City will not request Social Security Numbers (SSNs) unless required by law for administrative processes, such as the processing of W2s, W4s, W9s and 1099 forms. The City will make every effort to safeguard social security numbers on all City materials. Except when required by law, SSNs will not be printed on any mailed materials, cards used to access products, services or City buildings, and shall not be included on public postings or displays, including the City's website. When required, SSNs may be used for internal verification, administrative processes and for records used in connection with enforcing a judgment or court order, but they shall be redacted whenever possible.

2.16.8 POLICY UPDATES

The Finance Director will periodically review and update this Policy to reflect changes in risks to customers and the soundness of the City from identity theft. In doing so, the Finance Director will consider the City's experiences with identity theft situations, changes in identity theft techniques, changes in identity theft detection and prevention methods, and changes in the City's business arrangements with other entities. After considering these factors, the Finance Director will determine whether changes to the Policy, including the listing of red flags, are warranted. If warranted, the Finance Director will update the Policy. Any change or update to the Policy will be approved by the City Manager.

2.16.9 POLICY ADMINISTRATION

A. Oversight. Responsibility for developing, implementing and updating this Policy lies with the Finance Director. The Finance Director will be responsible for Policy administration, and for reviewing any staff reports regarding the detection of red flags and the steps for preventing and mitigating identity theft. The Finance Director shall also be responsible for determining which steps toward prevention and mitigation should be taken in particular circumstances and ensuring compliance with the Policy.

B. Staff Training. City employees shall be trained either by, or under the direction of the Finance Director in the detection of red flags and the responsive steps to be taken when a red flag is detected. Training should occur as necessary following the Finance Director's review and changes, if any, to the Policy. All employees required to participate in Policy training must sign a form acknowledging that they have received the required training.

C. Compliance Responsibilities. Responsibility for compliance with this Policy is delegated as follows:

1. **Information Technology Department (IT).** IT is responsible for establishing technical controls to safeguard personal information stored in electronic format to ensure compliance with this Policy. Such safeguard practices shall be documented in writing.
2. **Human Resources Department (HR).** HR is responsible for ensuring that all employees are aware of this Policy by including it as part of new employee orientation. HR will ensure that each new employee signs a statement acknowledging that they have received a copy of this Policy.
3. **Department Heads.** Department Heads must be familiar with this Policy, meet with their staff to assess current compliance and document appropriate safeguard practices in writing.
4. **Employees.** All employees are required to comply with this Policy and any related internal process as directed by or required of their department. Noncompliance may result in formal disciplinary action up to and including termination of employment. Employees should contact their supervisor if they have questions regarding compliance with this Policy.

D. Staff Reports. City employees must provide a written report to the Finance Director of any incidents of identity theft and the steps taken pursuant to this Policy. Employees are also encouraged to provide written reports of the City's compliance with, and the effectiveness of, the Policy.

E. Service Provider Arrangements. The City engages service providers to perform certain activities in connection with various accounts, such as collections. The City will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft:

1. Require, by contract, that service providers have such policies and procedures in place; and
2. Require, by contract, that service providers review the City's Policy and report any red flags to the Finance Director.

F. Non-disclosure of Specific Practices. For the effectiveness of this identity theft prevention Policy, knowledge about specific red flag identification, detection, mitigation and prevention practices must be limited to those employees with a need to know them. Any documents that may have been produced or are produced in order to develop or implement this Policy (excluding this document) that list or describe such specific practices and the information those documents contain are considered "security measures" as defined in ORS 192.501(23) and may be unavailable to the public because such disclosure would reveal, or otherwise identify, security measures designed to protect certain information against improper use, that use being to circumvent the City's identity theft prevention efforts in order to facilitate the commission of identity theft.

RESOLUTION NO. 2008-24

A RESOLUTION REGARDING THE DANGERS OF ALCOHOL ENERGY DRINKS AND SUPPORTING A PUBLIC AWARENESS CAMPAIGN

WHEREAS, alcohol is the nation's number one drug problem among youth, and is involved in teen automobile crashes, homicides and suicides, the three leading causes of teen death;¹

WHEREAS, alcohol contributes to risky sexual behavior, poor school performance, and other psychological and sociological dysfunctions among youth;²

WHEREAS, thirty-one percent (31%) of 12 to 17 year-olds and thirty-four percent (34%) of 18 to 24 year-olds report regular consumption of energy drinks;³

WHEREAS, alcohol producers promote the close association of their products with energy drinks by mimicking their containers, creating the potential for confusion among consumers, retailers, parents, law enforcement officers and others regarding which products contain alcohol and which do not;⁴

WHEREAS, mixing energy drinks with alcohol poses a special risk because the stimulation from a caffeine-heavy energy drink can make a person feel less intoxicated than she really is and, as a result, she may keep drinking and/or take a risk such as driving without realizing the danger, and in addition, because caffeine dehydrates the body, alcohol becomes harder to absorb, which makes its toxic effects much more damaging to the body;⁵

WHEREAS, a swift response by local government is critical or the economic benefits associated with alcoholic energy drinks' sale will become entrenched, making regulation far more difficult;

NOW, THEREFORE BE IT RESOLVED that the City Council of Roseburg, Oregon:

1. Promotes the development and implementation by UMPQUA PARTNERS (UP) – For a drug-free future, to create awareness and educate the community

¹ Health Claims and Other Health-Related Statements in the Labeling and Advertising of Alcohol Beverages, 68 Fed. Reg. 10,076, 10,083 (June 2, 2003) (testimony of Dr. David Satcher).

² *The Surgeon General's Call to Action To Prevent and Reduce Underage Drinking*, U.S. Department of Health and Human Services, Office of the Surgeon General, 2007, pp. 10-12.

³ *Alcohol, Energy Drinks, and Youth: A Dangerous Mix- Targeting Youth*, Marin Institute 2007, p. 1.

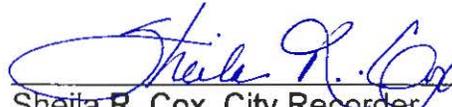
⁴ *Alcohol, Energy Drinks, and Youth: A Dangerous Mix- Creating Brand Confusion with Nonalcoholic Energy Drinks*, Marin Institute 2007, p. 7.

⁵ <http://www.family.samhsa.gov/monitor/energydrinks.aspx> its toxic effects much more damaging to the body. Brown University Health Education. 2005. Caffeine and energy boosting drugs: Energy drinks, last referenced 4/23/2007.

regarding the health concerns relating to consumption of alcohol-energy drinks;
and

2. Endorses a community awareness campaign, involving law enforcement, youth and community volunteers in placement of warning labels on alcohol-energy drink products, with the permission of retail establishments; and
3. Encourages local retail establishments who sell alcohol-energy drink products to permit placement of warning labels on alcohol-energy drinks.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE TENTH DAY OF NOVEMBER 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-25

**A RESOLUTION AMENDING RESOLUTION NO. 92-13 REGARDING
TELECOMMUNICATION FEES**

IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, that Resolution No. 92-13 adopted by the City Council on August 24, 1992, is amended as follows:

Section 1: The annual fee for existing Non-Carrier Telecommunication Providers shall be adjusted to \$0.594 per lineal foot of public way occupied by providers' facilities.

Section 2: A \$2.00 per linear foot fee shall be established for Long-Haul Carriers and companies who place facilities in the right-of-way but do not receive revenue from local customers.

Section 3: A 5% of gross revenue franchise fee shall be established for any provider that is using right-of-way and enters into a franchise agreement following the effective date of Ordinance No. 3294.

Section 4: A 6% of gross revenue franchise fee shall be established for any provider that is using right-of-way and fails to obtain a franchise agreement.

Section 5: All fees established by this Resolution shall become effective December 31, 2008.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG,
OREGON, AT ITS REGULAR MEETING ON THE 8TH DAY OF
DECEMBER 2008.**



Sheila R. Cox, City Recorder

RESOLUTION NO. 2008-26

**A RESOLUTION AMENDING RESOLUTION NOS. 92-13 AND 91-18 TO
AMEND SYSTEM DEVELOPMENT CHARGE ADMINISTRATION FEES**

IT IS HEREBY RESOLVED by the City Council of the City of Roseburg, that Resolution No. 92-13 adopted by the City Council on August 24, 1992, and Resolution No. 91-18, adopted by the City Council on June 24, 1991, are amended as follows:

Section 1: The following System Development Charge Administrative Fees shall be amended:

Parks

System Development Charge:

| | | |
|-----------------------------------------------------------------|----|------------------|
| Administrative Fee in addition to the SDC Charge | 8% | 4% |
| <i>Maximum Administrative Fee in addition to the SDC Charge</i> | | <i>\$2500.00</i> |

Public Works

Transportation System Development Charge:

| | | |
|-----------------------------------------------------------------|----|------------------|
| Administrative Fee in addition to the SDC Charge | 8% | 4% |
| <i>Maximum Administrative Fee in addition to the SDC Charge</i> | | <i>\$2500.00</i> |

Storm Drainage

Connection Charge:

| | | |
|-----------------------------------------------------------------|----|------------------|
| Administrative Fee in addition to the SDC Charge | 8% | 4% |
| <i>Maximum Administrative Fee in addition to the SDC Charge</i> | | <i>\$2500.00</i> |

Water

Systems Development Charge

| | | |
|-----------------------------------------------------------------|----|------------------|
| Administrative Fee in addition to the SDC Charge | 8% | 4% |
| <i>Maximum Administrative Fee in addition to the SDC Charge</i> | | <i>\$2500.00</i> |

Section 2: This Resolution shall become effective December 31, 2008.

**APPROVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG,
OREGON, AT ITS REGULAR MEETING ON THE 22ND DAY OF DECEMBER
2008.**



Sheila R. Cox, City Recorder