

**ROSEBURG CITY COUNCIL AGENDA – OCTOBER 26, 2015**  
City Council Chambers, City Hall,  
900 S. E. Douglas Avenue, Roseburg, OR 97470



**7:00 p.m. - Regular Meeting**

1. **Call to Order – Mayor Larry Rich**
2. **Pledge of Allegiance**
3. **Roll Call**

Alison Eggers	Ken Fazio	Victoria Hawks	Steve Kaser
Lew Marks	John McDonald	Tom Ryan	Andrea Zielinski
4. **Mayor Report**
  - A. U.C.C. Strong
5. **Commission Reports/Council Ward Reports**
6. **Audience Participation – See Information on the Reverse**
7. **Consent Agenda**
  - A. Minutes of September 28, 2015 Meeting
  - B. Minutes of October 13, 2015 Special Meeting
8. **Public Hearings**
  - A. Interchange Area Management Plan 127 (Edenbower), Ordinance No. \_\_\_\_\_
9. **Ordinances**
  - A. 2<sup>nd</sup> Reading Ordinance No. 3450, Vacation of Short/Burke Streets
10. **Resolutions**
  - A. Urban Renewal Line of Credit Authorization, Resolution No. 2015-13
11. **Items From Departments**
  - A. Transmission Main Cathodic Protection Contract Award
  - B. Single Lot Local Improvement Districts
  - C. Resolution No. 2015-\_\_\_ - Park Rules and Regulations re: Smoking Policy
11. **Items From Mayor, Council or City Manager**
12. **Informational**
  - A. Activity Report
13. **Adjournment to Meet as Urban Renewal Agency Board**
14. **Joint City Council/Urban Renewal Agency Board Executive Session ORS 192.660(2)(e) Real Property**

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470-3397 (Phone 541-492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

## **AUDIENCE PARTICIPATION INFORMATION**

*The Roseburg City Council welcomes and encourages participation by citizens at all our meetings, with the exception of Executive Sessions which, by state law, are closed to the public. To allow Council to deal with business on the agenda in a timely fashion, we ask that anyone wishing to address the Council follow these simple guidelines:*

**Persons addressing the Council must state their name and address for the record, including whether or not they are a resident of the City of Roseburg. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.**

### **TIME LIMITATIONS**

With the exception of public hearings, each speaker will be allotted a total of 6 minutes. At the 4-minute mark, a warning bell will sound at which point the Mayor will remind the speaker there are only 2 minutes left. All testimony given shall be new and shall not have been previously presented to Council.

### **CITIZEN PARTICIPATION – AGENDA ITEMS**

Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item. If you wish to address an item on the Consent Agenda, please do so under "Audience Participation. For other items on the agenda, discussion typically begins with a staff report, followed by questions from Council. If you would like to comment on a particular item, please raise your hand after the Council question period on that item.

### **CITIZEN PARTICIPATION – NON-AGENDA ITEMS**

We also allow the opportunity for citizens to speak to the Council on matters not on this evening's agenda on items of a brief nature. A total of 30 minutes shall be allocated for this portion of the meeting.

If a matter presented to Council is of a complex nature, the Mayor or a majority of Council may:

1. Postpone the public comments to "Items From Mayor, Councilors or City Manager" after completion of the Council's business agenda, or
2. Schedule the matter for continued discussion at a future Council meeting.

*The Mayor and City Council reserve the right to respond to audience comments after the audience participation portion of the meeting has been closed.*

***Thank you for attending our meeting – Please come again.***

***The City Council meetings are aired live on Charter Communications Cable Channel 191 and rebroadcast on the following Tuesday evening at 7:00 p.m. Video replays and the full agenda packet are also available on the City's website: [www.cityofroseburg.org](http://www.cityofroseburg.org).***

**MINUTES OF THE REGULAR MEETING  
OF THE ROSEBURG CITY COUNCIL**

**September 28, 2015**

Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on Monday, September 28, 2015, in the City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon. Councilor Hawks led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Ken Fazio, Tom Ryan, Steve Kaser, Andrea Zielinski, John McDonald and Victoria Hawks.

Absent: Councilors Lew Marks and Alison Eggers.

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Police Chief Jim Burge, Finance Director Ron Harker, Human Resources Director John VanWinkle, Community Development Director Brian Davis, Management Technician Debi Davidson, Troy Brynelson of The News Review and Kyle Bailey of KQEN Radio.

MAYOR REPORT

Rich proclaimed October 7, 2015 as "Walk & Bike to School Day". Dan Bain reported that more schools are participating in the event which is designed to encourage extra exercise on that one day in hopes of spurring more physical activity throughout the year.

COMMISSION REPORTS/COUNCIL WARD REPORTS

Zielinski reported on her attendance at the League of Oregon Cities Conference and expressed appreciation for the opportunity to attend.

Kaser commended Compliance Officer Dennis Randolph for his response to a call regarding a broken water main which turned out to be a loose sprinkler on private property.

AUDIENCE PARTICIPATION

Wayland Pound spoke about immoralities he sees in the treatment of the homeless.

John Read, 421 Braunda Drive, asked the Council to reconsider the Stewart Parkway improvement project.

Martha Bryson, 1026 SE Stephens; Sean O'Neill and Cassandra O'Neill, 1607 SE Giles; and Linda Rahmeyer, 2736 W Oriole requested that all park restrooms be open around the clock for the homeless to use, with additional restrooms and trash cans in specific areas.

Bernie Woodard, 3261 NE Follett, raised five issues which impacted his development of Elk Island as a recreational retreat; 1) eliminate that portion of the Highway 138 project which closes river access between the Travelodge and the Oak Street Bridge; 2) requested City help in protecting Elk Island from erosion; 3) requested City determine that Pine Street goes to the front of 320 Pine Street rather than considering that area an alleyway; 4) City recognize

Elk Island as a model eco village for the homeless; and 5) City acknowledge legal use of zip-lines as a mode of travel.

CONSENT AGENDA

Ryan moved to approve the following Consent Agenda items:

- A. Minutes of September 14, 2015 regular meeting.
- B. Intergovernmental Agreement with RUSA to include sanitary sewer improvements in the Spruce/Parrott Street Improvement Project.

Motion was seconded by Fazio and carried unanimously.

PUBLIC HEARING – PROPOSED VACATION OF PORTIONS OF SE SHORT AND SE BURKE RIGHT-OF-WAY – ORDINANCE NO. 3450

At 7:39 p.m., Rich opened the public hearing regarding the proposed vacation of portions of SE Short and SE Burke right-of-way. Cox reported the location abuts Umpqua Dairy and is used by the Dairy for plant operations. If the vacation is approved, the area would be fenced off to increase plant security, expand parking and improve travel flow. An easement would need to be retained for utilities. An appraisal was conducted for the 14,920 square feet and came in at \$3,730. Staff recommended an assessment not be charged for the value of the property. It was noted the nearby alley would not be affected by the vacation.

Discussion was held on Council history in regard to value assessment. Cox indicated assessment depends upon each situation. The only time a vacation has been assessed was when the property reverted to three private owners that intended to use the property solely for their personal benefit and not any community improvement or economic benefit.

Mike and Danese Linderman, 1526 SE Mill, expressed concern regarding the potential adverse impact on their property value and requested that a sound barrier fence be installed. Debbie Hadwen, 1516 SE Mill, hoped that the vacation would result in less trucks parking and idling on Burke Street in the early morning hours.

As no one else wished to speak, the hearing was closed at 8:00 p.m. Hawks noted that Hadwen is her step-daughter. Coalwell indicated that based on Hadwen’s testimony and the fact she did not express concern about any impacts on the value of her property, Hawks would not have a conflict. Discussion was held on the sound barrier fencing. Staff stated that the fencing was a separate issue from the vacation, but noted the owner of Umpqua Dairy was present at the meeting and would likely address the neighborhood concerns regarding noise. Consensus was to not charge an assessment for the property. Cox read Ordinance No. 3450 for the first time, entitled: An Ordinance Vacating Portions of SE Short Street and SE Burke Avenue in the City of Roseburg.

CONSTRUCTION PROJECT LIFE CYCLE

Messenger shared a presentation outlining the elements that comprise bringing a construction project to completion. A copy of that presentation is on record with the meeting packet.

PERIODIC GOAL REVIEW

Colley provided a report outlining progress on the four goals adopted by the City Council in February. Councilors indicated the written report was sufficient and no further discussion was necessary.

ITEMS FROM MAYOR, COUNCIL OR CITY MANAGER

Hawks complimented the downtown project contractors and expressed upset with those that have vandalized the project. Colley encouraged everyone to support downtown businesses during construction and indicated all intersections will be open for Veterans Day Parade.

Meeting adjourned at 8:32 p.m.

  
Debi Davidson  
Management Technician

**MINUTES OF THE SPECIAL MEETING  
OF THE ROSEBURG CITY COUNCIL**

**October 13, 2015**

Mayor Larry Rich called the special meeting of the Roseburg City Council to order at 5:04 p.m. on Tuesday, October 13, 2015, in the City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

**ROLL CALL**

**Present:** Councilors Lew Marks, Alison Eggers, Ken Fazio, Tom Ryan, Steve Kaser, Andrea Zielinski, John McDonald and Victoria Hawks.

**Others present:** City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Police Captain Jerry Matthews, Human Resources Director John VanWinkle, Community Development Director Brian Davis, Police Lieutenant Pat Moore, Management Technician Debi Davidson and Carissa Cegavske from The News Review.

Cox outlined four issues to be determined by Council in regard to recreational marijuana. Each was addressed as follows:

**REPEAL OF TAX IMPOSED BY ORDINANCE NO. 3438 – ORDINANCE NO. 3451**

HB 3400 vested the authority to impose a tax on production, processing or sale of marijuana items solely with the Legislative Assembly. Therefore, the Ordinance Roseburg adopted in October 2014 imposing a local tax is invalid and needs to be repealed. Cox read Ordinance No. 3451 for the first time, entitled: An Ordinance Repealing Roseburg Municipal Code Chapter 9.15 Establishing a Tax on the Sale of Marijuana and Marijuana-Infused Products and Declaring an Immediate Effective Date. McDonald moved to suspend the rules and have second reading. Motion was seconded by Fazio and carried unanimously. Cox read Ordinance No. 3451 for the second time. Eggers moved to adopt the ordinance, seconded by Hawks. Roll call vote was taken and motion carried unanimously. Rich proclaimed the adoption of Ordinance No. 3451.

**CONFIRM DECISION NOT TO BAN RECREATIONAL MARIJUANA**

Cox indicated that it appeared from the outcome of the July 27, 2015 meeting, that a majority of Council did not wish to refer a potential ban of recreational marijuana and other related activities to the voters at the November 2016 General Election. Staff requested confirmation on that issue. Cox provided further explanation on action Council took earlier to allow medical marijuana dispensaries to proceed with recreational sales effective October 1<sup>st</sup> as allowed by legislative action. Those sales would continue until either a General Election vote to ban sales was approved or until December 31, 2016 when the State will take over with recreational dispensary rules through the OLCC. If placed on the ballot, the State will not consider any dispensary applications until the November vote takes place. If sales are banned in Roseburg, Roseburg will not get any sales tax from local or state subvention. Discussion ensued on Council options and time frames for action.

Ryan moved to direct Staff to prepare an ordinance to be referred to the voters in the November 2016 general election prohibiting the six marijuana related activities outlined in in

HB 3400. Motion was seconded by Marks. Fazio opposed the motion since the voters already approved recreational marijuana sales; a local ban would not stop people from using the product; and Roseburg would lose tax revenue. Coalwell stated if the motion passed, medical dispensaries could still sell recreational marijuana until December 31, 2016. Kaser noted his ward voted in favor of legalizing marijuana and that OLCC was spending significant effort to promulgate rules to make marijuana sales safe. Zielinski supported allowing the voters to decide the issue after determining how marijuana sales/use impacts the community over the next year. Marks supported a ban. Eggers pointed out that the voters supported legalization, and cities that have banned sales are now being sued.

Motion was then voted on and resulted in a tie with Zielinski, Marks, Ryan and McDonald voting in favor and Eggers, Kaser, Hawks and Fazio voting against the motion. Rich broke the tie with a negative vote. Motion failed; therefore, the matter will not be referred to the voters.

#### REFERRAL OF 3% SALES TAX ON RECREATIONAL MARIJUANA

HB 3400 did allow cities to adopt an ordinance imposing a tax of up to 3% on the sale of marijuana items by a retail licensee if such ordinance was referred to the voters in a statewide general election. Therefore, direction was sought as to whether Staff should prepare an ordinance to accomplish the voter referral process. McDonald moved to direct staff to prepare an ordinance referring a 3% local sales tax on recreational marijuana to the voters at the November 2016 election. Motion was seconded by Kaser. It was noted that, in addition, the City would receive a percentage of the 17% tax being imposed by the State. Fazio opposed a tax unless it was earmarked for a specific purpose, e.g. drug treatment. McDonald reiterated his proposal to form a task force to address fallout issues and uses of the tax receipts. Motion was voted on and carried with Hawks and Fazio voting nay.

#### LUDO AMENDMENTS RELATING TO LEGAL MARIJUANA ACTIVITIES

Lastly, The City must begin the process of developing zoning regulations for commercial marijuana-related activities including grow sites, similar to what was done with the sale of medical marijuana in 2014. HB 3400 provides that reasonable restrictions may be placed on hours of operation, location of certain operations, manner of operations and public access to marijuana operation premises. Staff anticipates those would mirror the regulations adopted for medical marijuana operations.

Ryan moved to direct Staff to begin work on the LUDO amendments that will be required to implement land use regulations for all recreational marijuana activities and Code amendments relating to the business operations of recreational dispensaries. Motion was seconded by Fazio. McDonald stated he received inquiries about prohibiting dispensaries near a drug/alcohol treatment center. Colley indicated the City cannot be more restrictive than what State Statute allows, but that suggestion can be investigated. Motion was voted on and carried unanimously.

#### GOOD OF THE ORDER

Kaser made note of an email from AARP and Walk Oregon which invited Councilors to take part in a walk on October 26<sup>th</sup> at 5:00 p.m. at the Health Department building on Madrone.

Kaser read a letter of condolence from the Mayor of our Sister City Aranda de Duero expressing condolences in regard to the shooting event at Umpqua Community College on October 1<sup>st</sup>. In support of Roseburg, Aranda adopted a resolution declaring a Day of Mourning in Aranda and lowered their flags in support.

Note for the record – on October 1, 2015, nine people were killed and multiple injured by an individual shooter at Umpqua Community College. Councilors complemented Staff on their response to the tragedy and the Mayor and Council President's response to negative comments that were received regarding President Obama's visit to Roseburg to meet with the families of the shooting victims. Zielinski spoke to the outstanding coordinated efforts of the City, County and State agencies.

Colley thanked Council for their support through the process, and stated Staff will be preparing a report for Council regarding the event and commending all the assistance provided by approximately 37 individuals and agencies throughout the State. A condolence letter was also received from Kuki City which will be forwarded to Council. Colley is working with a group of community leaders and advisors who assisted Virginia Tech in the aftermath of a mass shooting at that school.

Meeting adjourned at 5:57 p.m.

Debi Davidson  
Management Technician

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

PUBLIC HEARING A



*Spec Item  
10/6/15*

## Exit 127 (Edenbower) Interchange Area Management Plan (File CPA-15-2)

**Meeting Date:** October 26, 2015  
**Department:** Community Development  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section:** Public Hearing  
**Staff Contact:** Brian Davis *B.D.*  
**Contact Telephone Number:** 541-492-6750

### ISSUE STATEMENT AND SUMMARY

The proposal is to take legislative action and adopt by reference the Interchange Area Management Plan (IAMP) for Interchange 127 (see map below) into the Roseburg Urban Area Comprehensive Plan. An on-line copy of the IAMP may be found at [http://www.oregon.gov/ODOT/HWY/REGION3/docs/Draft\\_Final\\_Dec2014\\_Exit\\_127\\_IAMP\\_Volume1\\_%20Rev.pdf](http://www.oregon.gov/ODOT/HWY/REGION3/docs/Draft_Final_Dec2014_Exit_127_IAMP_Volume1_%20Rev.pdf). The executive summary and Findings of Fact and Order document adopted by Planning Commission are attached to this report.



## **BACKGROUND**

**A. Council Action History.**

None.

**B. Analysis.**

IAMP 127 examines how the Edenbower Interchange and surrounding street system operate both now and over the next 20 years. It then identifies strategies to preserve and improve the interchange for the foreseeable future by implementing projects that maximize the function of the interchange and surrounding street system.

The attached Findings of Fact and Order document provides the analysis used by the Planning Commission to recommended approval.

**B. Financial and/or Resource Considerations.**

None.

**D. Timing Issues.**

None.

## **COUNCIL OPTIONS**

1. Adopt Findings of Fact approving the proposal
2. Do not adopted Findings of Fact denying the proposal

## **STAFF RECOMMENDATION**

The Planning Commission recommended approval at their September 21 meeting. Staff recommends the Council adopt Planning Commission's Findings of Fact.

## **SUGGESTED MOTION**

"I MOVE TO ADOPT THE FINDINGS OF FACT APPROVED BY THE PLANNING COMMISSION FOR FILE NO. CPA -15-2."

Proceed with first reading of the Ordinance. No motion is needed, only consensus to proceed by the Council.

## **ATTACHMENTS**

IAMP 127 Executive Summary  
Planning Commission Findings of Fact & Order  
Draft Ordinance

## EXECUTIVE SUMMARY

The I-5 Exit 127 Interchange Area Management Plan (IAMP) examines how the interchange and surrounding street system operate both now and over the next 20 years. The IAMP identifies strategies to preserve and improve safety and capacity of the interchange for the foreseeable future.

### IAMP Goals and Objectives

The goal of this IAMP is to develop a plan for improvements for I-5 Exit 127 and the surrounding system that can be implemented over time to maximize the function of the existing interchange and address the long-term needs of Roseburg and other nearby Douglas County communities. Eight objectives provide more specific direction for the IAMP.

### Regulatory Framework

The I-5 Exit 127 IAMP establishes mobility and access management standards for the interchange itself based on policy in the Oregon Highway Plan (OHP) policies. City of Roseburg standards for mobility and access spacing apply to IMSA roadways and intersections that are not under state jurisdiction.

### Baseline Conditions and Identified Deficiencies

Baseline conditions were evaluated to understand land use, identify potential environmental constraints, and determine existing (year 2012) and future (year 2035) transportation deficiencies. Identified deficiencies include:

- Adjacent public road intersections do not meet interchange spacing standards
- High crash frequency at one local intersection (Edenbower Boulevard/Stewart Parkway)
- Future operations show forecast demand would exceed available capacity at one local intersection (Edenbower Boulevard/Stewart Parkway)
- Queuing issues were identified at three intersections (Edenbower Boulevard/Stewart Parkway, Edenbower Boulevard/Aviation Drive, Edenbower Boulevard/Stephens Street)

### IAMP Improvements

The I-5 Exit 127 IAMP improvements address identified deficiencies, improve multimodal functionality, and accommodate traffic, including freight, safely and efficiently into the future. Figure ES-1 indicates the location of IAMP improvements and includes a brief description of the project along with a general priority. Detailed project sheets have been prepared for each improvement.

## IAMP Projects

- 1 Edenbower Boulevard Signal Timing**  
**Coordination:** *Maintain signal coordination from the I-5 southbound ramp terminal through Stephens St (Ongoing)*
- 2 Edenbower Boulevard/Stewart Parkway Sight Distance Improvements:** *Mitigate the existing sight distance limitations that restrict visibility for drivers traveling through the intersection on the eastbound (Stewart Pkwy) and northbound (Edenbower Blvd) approaches (Medium Priority)*
- 3 Edenbower Boulevard/Stephens Street Intersection Improvements:** *Extend eastbound and northbound left-turn bays (Medium Priority)*
- 4 Edenbower Boulevard/I-5 Northbound Ramp Terminal Intersection Improvement:** *Install traffic signal (Low Priority)*
- 5 Edenbower Boulevard/I-5 Northbound Ramp Terminal Pedestrian Improvement:** *Improve pedestrian crossing on north side (High to Medium Priority)*
- 6 Edenbower Boulevard/Stewart Parkway Intersection Improvements:** *Add a second left-turn lane on the eastbound approach of Stewart Pkwy and add a second northbound receiving lane by widening Edenbower Blvd (Medium Priority). This project could be constructed in phases.*
- 7 Edenbower Boulevard/Aviation Drive Intersection Improvements:** *Modify the northeast corner of the intersection to extend the existing westbound right-turn bay (Low Priority)*

## IAMP Monitoring Actions

- A Edenbower Boulevard:** *Reassess travel and posted speeds between Stewart Parkway and the I-5 southbound ramp terminal following the implementation of Project 6*
- B Northbound On Ramp:** *Monitor crashes on the WB-to-NB ramp for patterns that may be mitigated with treatments that improve channelization and merging behavior*
- C Edenbower Boulevard:** *Conduct a traffic analysis to identify the preferred location for transit stops for any future fixed-route bus service along Edenbower Boulevard.*



## Legend

- Transportation System Management Improvements
- Infrastructure Improvements
- ▲ Transportation System Monitoring Actions

I-5 Exit 127 (North Roseburg) IAMP

**Figure ES-1**  
**Locations of Recommended**  
**IAMP Improvements**

All travel modes were considered in the development of the IAMP improvements. One pedestrian facility improvement was identified to augment the existing multi-modal transportation network. Considerations for future transit needs were also incorporated into the IAMP.

In addition to the IAMP improvements, other management actions are included to protect and extend the life of the interchange. These actions are summarized in Section 4. Management Strategies and include an access management plan, transportation demand and system management measures, and land use management measures.

## Implementation

Implementation of the I-5 Exit 127 IAMP will need to occur at the local and state level. The plan will be adopted as an amendment to the Oregon Highway Plan by the Oregon Transportation Commission (OTC). It will also be adopted as part of the City of Roseburg Transportation System Plan. The elements recommended for formal adoption as part of this IAMP are specified below.

### State Actions:

- After the City of Roseburg IAMP adoption, the OTC will adopt the I-5 Exit 127 (North Roseburg) IAMP as a transportation facility plan—an amendment to the OHP, per PLA 01, ODOT Transportation Facility Plan Adoption Process effective October 12, 2006.
- ODOT will continue to coordinate with the City of Roseburg as planning documents get updated and amended and during the development review process to ensure the interchange is protected.

### City of Roseburg Actions:

- Adopt this IAMP as a refinement plan to its TSP (City of Roseburg Urban Area Comprehensive Plan amendment).
- Retain, through adoption of the IAMP, current adopted Comprehensive Plan and Land Development Ordinance designations and regulations to ensure that the land uses within the IAMP study area remain supportive of the function of the interchange.
- When future land use actions are proposed, continue to coordinate with ODOT to ensure that actions and improvements are consistent with the defined function of the IAMP.

Adoption of provisions of the City of Roseburg Urban Area Comprehensive Plan and LUDO by reference into this IAMP ensures that there would be no violation of the mobility performance standards for the interchange and related facilities. No amendments to the City of Roseburg Urban Area Comprehensive Plan, TSP, or LUDO are recommended, including overlay zones.

In the matter of legislative of action ) Comprehensive Plan Amendment: CPA-15-2  
by the City of Roseburg )

## BEFORE THE ROSEBURG PLANNING COMMISSION

### FINDINGS OF FACT AND ORDER

#### I. NATURE OF APPLICATION

In accordance with federal highway regulations and state statutes and policies related to transportation planning, the Oregon Department of Transportation and City of Roseburg jointly drafted an Interchange Area Management Plan for Exit 127 (Edenbower). The city proposes a legislative amendment to the Comprehensive Plan Land to adopt, by reference, the 127 IAMP.

#### II. PUBLIC HEARING

A public hearing was held on the application before the Roseburg Planning Commission on September 21, 2015. At that hearing the Planning Commission reviewed Land Use File CPA-15-2 and it was made part of the record.

#### III. FINDINGS OF FACT

##### A. EXISTING CONDITIONS

1. The Planning Commission takes official notice of the Roseburg Urban Area Comprehensive Plan adopted by City Council Ordinance No. 2980 on December 9, 1996 and of the Roseburg Land Use and Development Ordinance (LUDO) No. 2363, as originally adopted July 1, 1984, and re-adopted in Ordinance No. 3408 on March 11, 2013, as both may have been amended from time-to-time.
2. Notice of the public hearing was given by publication in The News Review, a newspaper of general circulation, at least 20 days prior to the hearing.
3. The proposal consists of amending the Comprehensive Plan Land to adopt, by reference, the 127 IAMP.
4. The purpose of the IAMP is to identify strategies to preserve and improve safety and capacity of the interchange for the foreseeable future.

##### B. PROPOSAL

The city proposes a legislative amendment to the Comprehensive Plan Land to adopt, by reference, the 127 IAMP.

##### C. AGENCY COMMENTS

No agency comments were received as of the writing of this staff report.

D. PUBLIC COMMENTS

Notice of the public hearing was given by publication in The News Review at least 20 days prior to the hearing, and no letters of remonstrance were received.

E. ANALYSIS

Comprehensive Plan Amendments are required to satisfy approval criteria contained within Roseburg Land Use and Development Ordinance (LUDO) Section 5.3.040(2).

F. REVIEW CRITERIA

Pursuant to LUDO 5.3.040(2) the following criteria must be demonstrated as being satisfied by the application for approval of the Comprehensive Plan Amendment:

- a) **That the amendment complies with the Statewide Planning Goals adopted by the Land Conservation and Development Commission, pursuant to ORS 197.240, or as revised pursuant to ORS 197.245.**

***Goal No. 1 - Citizen Involvement - To ensure the opportunity for citizen involvement in all phases of the planning process.***

**Finding:** The City of Roseburg has an adopted an acknowledged Comprehensive Plan for the Roseburg Urban Area. In order to implement the Comprehensive Plan, the City has adopted the Roseburg Land Use and Development Ordinance (LUDO). Within LUDO the City identifies procedural requirements for processing land use actions, including notification and hearing procedures. The notice procedures guide the general public through the land use process within the City, as well as through provisions that meet State of Oregon Revised Statutes (ORS).

Roseburg also has an established Planning Commission that has the responsibility to act as the conduit to the City Council on land use matters. The Planning Commission is selected through an open, well-publicized process and the Commission may include one member who resides outside the city limits.

The City of Roseburg provided notice of this proposal as mandated through ORS requirements and LUDO, as well as publishing the notice in the News-Review, a newspaper of general circulation. A public hearing is held in order to provide an opportunity for interested citizens to be involved, provide comments and present issues, influence the Commission and eventually the Council, provide technical information, and/or provide information regarding conditional approval.

***Goal No. 2 - Land Use Planning - To establish a land use planning process and policy framework as a basis for all decisions and actions related to the use of land and to assure an adequate factual base for such decisions and actions.***

**Finding:** As noted above the City of Roseburg has adopted a Comprehensive Plan, which is "acknowledged" by the State of Oregon. This Plan was again acknowledged through Periodic Review in 1992 and is coordinated and adopted by Douglas County for the unincorporated area located within the City UGB. (Roseburg Urban Area Comprehensive Plan adopted by the City Council in Ordinance No. 2345, effective on July 1, 1982, and re adopted in Ordinance No. 2980 on December 9, 1996.) Implementation of the Comprehensive Plan is accomplished through the adopted LUDO. LUDO has been acknowledged by the State of Oregon and has been amended from time-to-time in order to comply with ORS. (Roseburg Land Use and Development Ordinance No. 2363, as originally adopted July 1, 1984, and re-adopted in Ordinance No. 2981 on December 9, 1996.) Both the Comprehensive Plan and LUDO have been amended from time-to-time.

**Goal No. 12 – Transportation - To provide and encourage a safe, convenient and economic transportation system.**

**Finding:** The IAMP's text and policies were drafted with the intent of satisfying Goal 12 and the Transportation Planning Rule of OAR 660-012. The final IAMP draft, the full text of which is referenced in this finding, is consistent with Goal 12.

- b) That the amendment complies with applicable policies of the Comprehensive Plan.

**Transportation Policy No. 1**

*The City shall develop a transportation master plan which will serve as the basis for guiding surface transportation improvements in the Roseburg urban area. The master plan shall be coordinated with the transportation planning activities of Douglas County.*

**Transportation Policy No. 4**

*The City will encourage the development of alternate traffic routes which will reduce traffic volumes.*

**Transportation Policy No. 5**

*The movement of resource materials and products, as an essential component of the local economy, will be a principal element of transportation planning, and as such the terminals and channels of resource movement shall be planned with maximum efficiency in mind.*

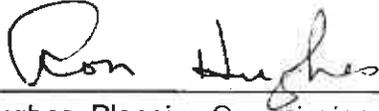
**Finding:** The IAMP serves as a component to the City's Transportation System Plan. The standards in the IAMP exceed those of the above transportation policies and include provisions for alternate modes and the transportation disadvantaged.

#### IV. CONCLUSION

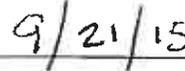
Based on the above findings, the Planning Commission concludes that the application meets the criteria for approval in LUDO 5.3.04.

#### V. ORDER

Based on the Findings and Conclusions above, the Planning Commission recommends **APPROVAL** of this application to the City Council.



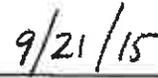
Ron Hughes, Planning Commission Chair



Date



Brian Davis, Community Development Director



Date

#### Planning Commission Members:

Ron Hughes, Chair

Kerry Atherton

Duane Haaland

Dan Onchuck

Patrick Parson

Matthew Powell

Brook Rienhard

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE DECLARING A COMPREHENSIVE PLAN TEXT AMENDMENT  
ADOPTING BY REFERENCE THE 1-5 EXIT 127 INTERCHANGE AREA  
MANAGEMENT PLAN**

**WHEREAS**, the Roseburg Urban Area Comprehensive Plan was adopted by the City Council in Ordinance No. 2345, effective on July 1, 1982, and re-adopted in Ordinance No. 2980 on December 9, 1996; and

**WHEREAS**, the Roseburg Land Use and Development Ordinance No. 2363, as originally adopted July 1, 1984, and re-adopted in Ordinance No. 3408 on March 11, 2013, establishes hearings procedures for Comprehensive Plan Amendments and Zone Changes; and

**WHEREAS**, the Planning Commission held a Public Hearing on File No.CPA-15-2 after duly and timely notice; and

**WHEREAS**, the Planning Commission adopted Findings of Fact supporting a recommendation to approve a Comprehensive Plan Text Amendment to adopt the 1-5 Exit 127 Interchange Area Management Plan (IAMP 127) by reference as it applies to properties within the City Urban Growth Boundary; and

**NOW, THEREFORE, THE CITY OF ROSEBURG ORDAINS AS FOLLOWS:**

**SECTION 1:** The City Council hereby takes official notice of the Planning Commission's Findings of Fact and Order dated September 21, 2015, recommending approval of the proposed Comprehensive Plan Amendment and Zone Change.

**SECTION 2:** The City Council hereby adopted the Findings of Fact and Decision regarding the proposed amendment to the Comprehensive Plan as adopted by the Planning Commission making them their own Findings of Fact.

**SECTION 3:** Based on the evaluation detailed in the Planning Commission's Findings and information considered through the public hearing process, it has been determined that the proposal conforms to the City of Roseburg Comprehensive Plan and applicable Statewide Planning Goals.

**SECTION 4:** The City Council hereby approves the Comprehensive Plan Text Amendment as set for in the Findings of Fact and detailed in the Planning Commission staff report for File No. CPA-15-2.

**SECTION 5:** The City Recorder, at the request of, or with the concurrence of the City Attorney, is authorized to administratively correct any reference errors contained herein or in other provisions of the Roseburg Municipal Code and/or the Roseburg Urban Area Comprehensive Plan as amended by the provisions added, amended or repealed herein.

**PASSED BY THE CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2015.**

**APPROVED BY THE MAYOR THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2015.**

\_\_\_\_\_  
Larry Rich, Mayor

ATTEST:

\_\_\_\_\_  
Sheila R. Cox, City Recorder

**ORDINANCE NO. 3450  
AN ORDINANCE VACATING PORTIONS OF SE SHORT STREET  
AND SE BURKE AVENUE IN THE CITY OF ROSEBURG**

**WHEREAS**, pursuant to Roseburg Municipal Code Chapter 4.06, upon receipt of a report from the Community Development Department, the City Recorder initiated proceedings to vacate portions of SE Short Street and SE Burke Avenue in the City of Roseburg, more particularly described in Section 1 of this ordinance and shown on the map attached hereto as Exhibit "A" of this ordinance; and

**WHEREAS**, the City Recorder published a notice of a public hearing on the proposed vacation to be held before the Roseburg City Council on September 28, 2015, in The News-Review, a newspaper of general circulation in the City of Roseburg, Oregon, on September 6 and 13, 2015, posted said notice at or near each end of the vacation area and mailed the same to all affected property owners, not less than 14 days prior to the date of the hearing, all of which more fully appear in the proof of publication, posting and mailing on file in the City Recorder's Office; and

**WHEREAS**, such public hearing was duly held before the Roseburg City Council on the above-mentioned date, and all persons desiring to be heard on said matter were heard;

**NOW, THEREFORE, THE CITY OF ROSEBURG ORDAINS AS FOLLOWS:**

**Section 1.** Portions of SE Short Street and SE Burke Avenue, further described as follows:

A parcel of land lying in the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 24, Township 27 South, Range 6 West of the Willamette Meridian, Douglas County, State of Oregon being the portion of vacated SE Burke Avenue and SE Short Street described as follows:

Beginning at a  $\frac{5}{8}$  inch iron rod at the Northeast corner of Lot 9, Block 90, Third Southern Addition to the City of Roseburg as recorded in Volume 1, Page 6 of the official Subdivision Records of Douglas County, Oregon; thence North  $27^{\circ}34'11''$  East 60.00 feet to the Southeast corner of Lot 16, Block 87, Rose's Second Southern Addition to Roseburg as recorded in Volume 2, Page 12; thence along the southerly boundary of said Lot 16 North  $62^{\circ}00'00''$  West 131.71 feet; thence leaving said southerly boundary South  $27^{\circ}40'38''$  West 30.00 feet to a  $\frac{5}{8}$  inch iron rod at the center of Burke Avenue; thence continuing along the easterly boundary of the land vacated per Ordinance Number 2316 as recorded in Book 723, Page 8444 South  $27^{\circ}40'38''$  West 191.32 feet to a  $\frac{5}{8}$  inch iron rod; thence leaving said easterly boundary along the northerly boundary of the vacated Right

of Way of Short Street as described in Ordinance 2848 as recorded in Book 1296 Page 69 South 62°30'02" East 30.00 feet to a point on the boundary of said Block 90, Third Southern Addition to the City of Roseburg; thence along said boundary North 27°40'38" East 161.06 feet and South 62°00'00" East 101.82 feet to the Point of Beginning, containing 0.29 acres more or less.

**Section 2.** A public and private utility easement shall be granted and reserved over the entire property described in the above Section 1 and being vacated by this ordinance, in addition to the Water Line Easement granted to the City of Roseburg by Douglas County Lockers & Storage, LLC recorded with the Douglas County Clerk's Office, Recording No. 2015-014567 on September 17, 2015, to allow for possible future utility installation and maintenance.

**Section 3.** The title to the property being vacated by this ordinance shall attach to the lands bordering on such equal portions in accordance with ORS 271.140.

**Section 4.** Pursuant to ORS 271.150, the City Recorder is hereby directed to file a certified copy of this ordinance and the map attached hereto as Exhibit "A" with the Douglas County Clerk, Douglas County Assessor and Douglas County Surveyor.

ADOPTED BY THE CITY COUNCIL THIS \_\_\_\_ DAY OF OCTOBER, 2015.

APPROVED BY THE MAYOR THIS \_\_\_\_ DAY OF OCTOBER, 2015.

\_\_\_\_\_  
Larry Rich, Mayor

ATTEST:

\_\_\_\_\_  
Sheila R. Cox, City Recorder



Proposed Vacation of Right-of-Way  
File No. VAC-14-2  
Umpqua Dairy

Community Development Department  
900 SE Douglas Ave., Roseburg, Oregon 97470 | 541-492-6750

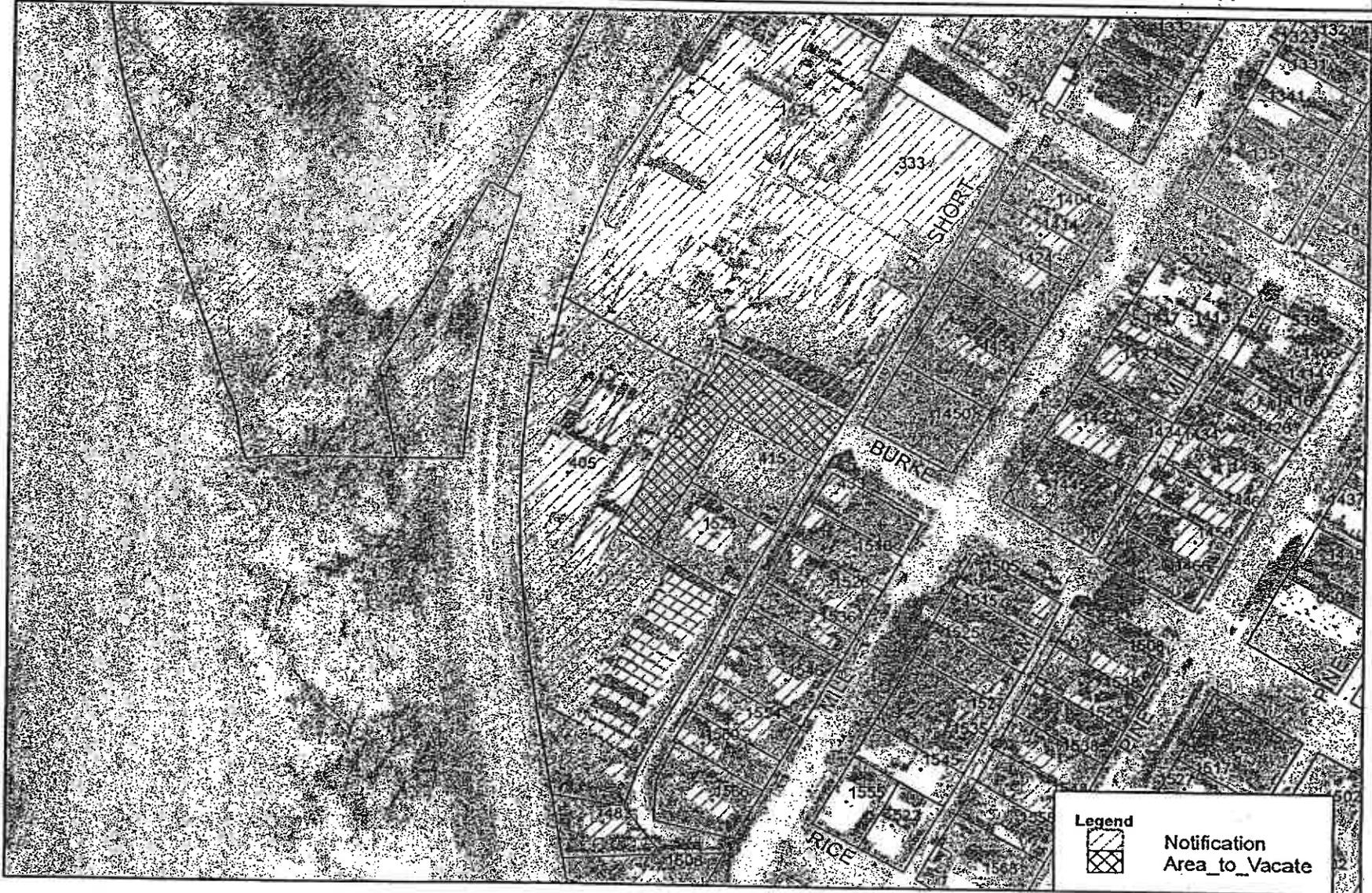
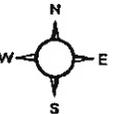


EXHIBIT "A" - ORDINANCE NO. 3450

Map is for informational purposes only and is not suitable for legal, engineering or surveying purposes. The City of Roseburg is not responsible for map errors, omissions, misuse, or misinterpretation. Not for determining legal ownership or identification of property boundaries.



*CJC*  
*10/20/15* RESOLUTION A  
10-26-15

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### Resolution 2015-13; Authorizing Financing of Capital Projects Described in the Urban Renewal Plan for the North Roseburg Urban Renewal Area

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Meeting Date: October 26, 2015  
Department: Finance  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Resolutions  
Staff Contact: Ron Harker  
Contact Telephone Number: 541-492-6710

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#### ISSUE STATEMENT AND SUMMARY

As the City prepares for the sun setting of its Urban Renewal District in fiscal year 2019, plans are being finalized to balance and maximize the benefit of the final capital improvements with available resources. In order to facilitate the maximum number of capital improvement projects within the Urban Renewal District it is requisite that some form of interim financing be established. The City is working with Umpqua Bank to establish a non-revolving Line of Credit of \$4.5 million at 2.8% per annum in order to provide the cash flow requirements that will be required to carry out the capital improvement plans for the District over the next three and a half years.

In order to minimize the interest rate and thereby the cost of the debt, the proposed structure requires the City's backing by extending its full faith and credit and taxing power to the financing, which in turn requires an Intergovernmental Agreement Between the City and the Urban Renewal Agency to cause the Agency to be indebted to the City to cover the cost of the financing. In short, the City issues the debt to secure the needed financing for the Agency and in return the Agency will pay the City the cost of the debt from its tax increment financing revenues.

#### BACKGROUND

**A. Council Action History.** On June 8, 2015 the City Council, acting as the Roseburg Urban Renewal Agency, adopted the 2015-16 Urban Renewal Agency budget which include \$2.1 million in Bond/Loan Proceeds to facilitate the budgeted capital improvements for the current year. In order to realize these budgeted revenues, it is requisite that financing be established.

**B. Analysis.** Over the next four fiscal years the City projects to carry out approximately \$13 million in capital improvements. In order to facilitate the capital improvement program a cash flow study identified periods of time during the final years of the Agency that will require financing to meet the Agency's cash flow needs. The Cash Flow Study indicates that the Agency will need to finance upwards of \$4.5 million during this time.

Given the short term nature of the required financing, and in order to save time, ensure flexibility, and to minimize costs it was determined that a non-revolving line of credit would be the best financing instrument for the City to pursue. The advantages of a non-revolving line of credit are:

1. A single line of credit could be issued instead of multiple bonds thereby saving staff time and expense on a single event instead of multiple events.
2. The issuance cost of a line of credit is less than that for bonds.
3. Line of credits allow the City to use only what is required thereby minimizing the amount of debt actually realized as opposed to fixed financing amounts of bonds.
4. Line of credits allow the City to adjust the timing and amounts of its draws to coincide with capital requirements thereby avoiding potential arbitrage issues and costs.
5. Due to the short term nature of a line of credit and being backed by the City's full faith and credit and taxing power, the resulting interest rate is very competitive to other financings such as bonds.

In pursuing financing through a line of credit, the City has been working with Umpqua Bank and has been able to agree on terms that would establish a non-revolving line of credit of \$4.5 million at a 2.8 percent per annum interest rate with a final maturity of June 30, 2019. The line of credit is to be secured by the City's pledge of its full faith and credit and taxing powers within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the principal and interest due to the Bank.

Since the low interest rate is to be secured by the City's full faith and credit and taxing powers it is necessary that the City establishes the line of credit with the Bank on behalf of the Urban Renewal Agency. In order for the City to secure a claim on the tax increment financing of the Urban Renewal Agency for repayment of the debt, it is required to enter into an Intergovernmental Agreement with the Agency that effectively establishes the indebtedness of the Agency to the City. The attached Resolution and Intergovernmental agreement was drafted by the City's Bond Counsel to effectively authorize the City to establish these two relationships; particularly the resolution:

- Authorizes the City to obtain up to \$4.5 million in principal amount of financing,
- Authorizes either the City Manager or the Finance Director to essentially be able to:
  - execute an agreement with Umpqua Bank for the line of credit,
  - determine the final terms such as final principal amount, interest rates, payment dates, etc.,
  - determine the timing and amounts of the drawdowns and execute such requests,
  - execute all other documents that comply with all provisions of the Internal Revenue Code of 1986, and
  - designate the Financings as "qualified tax-exempt obligations."
- Authorizes the City Manager to enter into an intergovernmental agreement with the Urban Renewal Agency under which the Agency agrees to provide tax increment revenues in sufficient amounts to pay all amounts due from the City under the financings.

- Authorizes the pledging of the City's full faith and credit and taxing powers within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution.

And the Intergovernmental Agreement:

- restricts the use of financing proceeds the Agency receives from the City on the projects that comprise the Urban Renewal capital improvement plan,
- obligates the Agency to pay the City amounts equal to the financing payments in a maximum principal amount of \$4.5 million, and
- obligates the Agency to make payments due solely from tax increment revenues received by the Agency.

**C. Financial and/or Resource Considerations.** Establishment of the line of credit will provide upwards of \$4.5 million in financing revenues. Cash flow projects indicate that interest payments under the terms of the financing would be upwards of \$173,500 over the four fiscal years.

**D. Timing Issues.** The current Urban Renewal Budget includes \$2.1 million in financing revenues and is required to realize the planned capital improvements in the Urban Renewal Agency's district. The cash flow forecast projected that the first drawdown would be required in December and as the City is proceeding with the planned capital improvements the establishment of the financing needs to be finalized.

#### **COUNCIL OPTIONS**

- 1) Adopt the attached resolution as written; or
- 2) Adopt the attached resolution with modifications; or
- 3) Direct staff to pursue another form of financing.

#### **STAFF RECOMMENDATION**

Since a line of credit provides many advantages to the City and permits the City in moving forward with planned capital improvements it is staff's recommendation to adopt the attached resolution as is.

#### **SUGGESTED MOTION**

*I move to adopt Resolution No. 2015-13 Authorizing Financing of Capital Projects Described in the Urban Renewal Plan for the North Roseburg Urban Renewal Area.*

#### **ATTACHMENTS**

Attachment 1 Resolution 2015-13 "A Resolution of the City of Roseburg, Oregon, Authorizing Financing of Capital Projects Described in the Urban Renewal Plan for the North Roseburg Urban Renewal Area".

## RESOLUTION NO. 2015-13

### A RESOLUTION OF THE CITY OF ROSEBURG, OREGON AUTHORIZING FINANCING OF CAPITAL PROJECTS DESCRIBED IN THE URBAN RENEWAL PLAN FOR THE NORTH ROSEBURG URBAN RENEWAL AREA.

**WHEREAS**, the City of Roseburg, Oregon (the "City") is authorized by Oregon Revised Statutes Section 271.390 to enter into financing agreements to finance or refinance real or personal property which the City Council determines is needed; and,

**WHEREAS**, it is desirable to obtain up to \$4,500,000 of financing to pay for projects described in the North Roseburg Urban Renewal Plan, including sidewalk, path and street improvements, a retaining wall, park improvements, and a plaza (collectively, the "Projects"); and,

**WHEREAS**, all of the Projects will be located within the North Roseburg Urban Renewal Area and owned by the City or the Urban Renewal Agency of the City of Roseburg, Oregon (the "Agency"); and,

**WHEREAS**, the Agency is projected to have sufficient tax increment revenues to pay the amounts due from the City in connection with the financing of the Projects, and will enter into an intergovernmental agreement with the City to use tax increment revenues to pay those amounts;

**NOW, THEREFORE**, the City of Roseburg, Oregon resolves as follows:

**Section 1. Determination of Need.** The City Council hereby determines that the Projects are needed.

**Section 2. Financing Agreement Authorized.** The City Council hereby authorizes the City to obtain up to \$4,500,000 in principal amount of financing (the "Financing") for the Projects pursuant to Oregon Revised Statutes Section 271.390. The Financing may be in the form of a financing agreement, line of credit, credit facility or other structure. Proceeds of the Financing may be used to finance the Projects and to pay costs related to the financing.

**Section 3. Delegation.** The City Manager, the Finance Director of the City or a person designated by the City Manager to act under this resolution (each of whom is referred to herein as a "City Official") is hereby authorized, on behalf of the City and without further action by the City Council, to:

- (1) Issue the Financing from time to time in one or more series.
- (2) Select Umpqua Bank or one or more other purchasers and negotiate the sale of each series of the Financing with those purchasers. Subject to the limitations in this resolution, each Financing may be in such form and contain such terms as the City Official may approve.
- (3) Determine the final principal amount, interest rates, payment dates, prepayment rights and all other terms for each series of the Financing.

- (4) Negotiate, execute and deliver a note to evidence amounts due under each series of the Financing.
- (5) Execute and deliver one or more financing agreements, credit facilities, lines of credits, or other documents that describe the terms and administrative provisions relating to each series of the Financing.
- (6) Enter into additional covenants for the benefit of the purchaser of each series of the Financing that the City Official determines are desirable to obtain favorable terms of each series of the Financing.
- (7) Renew or extend the Financing.
- (8) Covenant for the benefit of the owners of the Financings to comply with all provisions of the Internal Revenue Code of 1986, as amended (the "Code") which are required for the interest paid under the Financings to be excluded from gross income for federal income tax purposes.
- (9) Designate the Financings as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Code, if applicable.
- (10) Execute and deliver any other certificates or documents and take any other actions which the City Official determines are desirable to carry out this resolution.

**Section 4. Payments from Tax Increment Revenues.** The City Official is authorized to enter into an intergovernmental agreement with the Agency under which the Agency agrees to provide tax increment revenues in sufficient amounts to pay all amounts due from the City under the Financings. The intergovernmental agreement shall be in substantially the form attached to this resolution as Exhibit A, but with any changes the City Official may approve.

**Section 5. Security.** Pursuant to Oregon Revised Statutes Section 287A.315, the City Official may pledge the City's full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the amounts due under the Financing. The City is not authorized to levy additional taxes to pay the amounts due under the Financings. In addition, the City Official may pledge or assign any amounts that the City receives under the intergovernmental agreement described in Section 4 of this resolution to pay the amounts due from the City under the Financings.

**Section 6. Effective Date.** This resolution is effective immediately upon adoption.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON AT ITS  
REGULAR MEETING ON THE 26<sup>TH</sup> DAY OF OCTOBER 2015.**

---

Sheila R. Cox, City Recorder

**Intergovernmental Agreement  
to Make Financing Payments**

by and between the

**Urban Renewal Agency of the City of Roseburg, Oregon**

and the

**City of Roseburg, Oregon**

Dated as of \_\_\_\_\_, 2015

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**Intergovernmental Agreement  
to Make Financing Payments**

This Intergovernmental Agreement to Make Financing Payments (the “Intergovernmental Agreement”) is dated as of \_\_\_\_\_, and is entered into by and between the Urban Renewal Agency of the City of Roseburg, Oregon (the “Agency”) and the City of Roseburg, Oregon (the “City”). The parties hereby agree as follows:

**Section 1. Definitions and Recitals.**

(1) Definitions.

Unless the context clearly requires otherwise, capitalized terms used in this Intergovernmental Agreement that are defined in this Section 1(1) shall have the following meanings:

“Area” means the North Roseburg Urban Renewal Area described in the Plan.

“Credit Facility” means the Tax-Exempt Non-Revolving Credit Facility (Urban Renewal Projects) between the City and Umpqua Bank in the maximum principal amount of \$4,500,000 to finance the Projects, which is dated as of \_\_\_\_\_, 2015.

“Financing Payments” means the principal and interest payments the City is required to make to Umpqua Bank under the Credit Facility.

“Plan” means the Agency’s North Roseburg Urban Renewal Plan approved by City Ordinance No. \_\_\_\_, as that plan has been, and may in the future be, amended.

“Projects” means projects described in the Plan, including sidewalk, path and street improvements, a retaining wall, park improvements, and a plaza.

“Tax Increment Revenues” means all revenues that the Agency collects for the North Roseburg Urban Renewal Area under the provisions of Article IX, Section 1c of the Oregon Constitution and Oregon Revised Statutes Chapter 457.

(2) Findings.

- (A) The City has entered into the Credit Facility to finance costs of the Projects and to pay costs of issuance.
- (B) The Projects are properly described as urban renewal projects in the Plan.
- (C) The Agency is authorized to spend Tax Increment Revenues to pay for the costs of the Projects.
- (D) The Projects will assist the Agency in carrying out its Plan.

- (E) The Agency will only spend the proceeds of the Credit Facility it receives from the City on the Projects so long as the Projects are described in the Plan, located in the Area, and are owned by the City or the Agency.
- (F) The Agency has \$45,401,862 of unused maximum indebtedness available prior to executing this Intergovernmental Agreement.

### **Section 2. The Financing Payments.**

- (1) The Draws under the Credit Facility.

The Agency will provide the City the amount and date of draws in time to allow the Agency to request the draws from Umpqua Bank.

- (2) The Financing Payments.

The Agency hereby agrees to pay to the City, not less than one business day prior to the dates on which the City is required to pay the Financing Payments, amounts that are equal to the Financing Payments in a maximum principal amount of \$4,500,000. The City agrees to provide the Agency the calculation of the amount due on each Payment Date promptly when it becomes available to the City. The dates on which Financing Payments are due and the method for calculating the Financing Payments are outlined in the Credit Facility.

- (3) Security for the Obligation of the Agency to Pay the Financing Payments.

This Intergovernmental Agreement shall constitute indebtedness of the Agency. The Agency is obligated to make the payments due under this Intergovernmental Agreement solely from the Tax Increment Revenues. Pursuant to Oregon Revised Statutes Section 287A.310, the Agency pledges the Tax Increment Revenues to pay the amounts described in Section 2.2 of this Intergovernmental Agreement. Except as described in the next sentence, the pledge that secures this Intergovernmental Agreement shall be superior to all other pledges or commitments of Tax Increment Revenues that the Agency makes, unless the City agrees in writing to subordinate its claim against the Tax Increment Revenues or to grant a lien on the Tax Increment Revenues on parity. However, the pledge of Tax Increment Revenues to pay amounts described in Section 2.1 of this Intergovernmental Agreement is subordinate to the pledge that secures the Intergovernmental Agreement between the City and the Agency dated October 5, 2006, and is on parity with the pledge of Tax Increment Revenues that secures the Intergovernmental Agreement between the City and the Agency dated January 4, 2007.

### **Section 3. Prepayment.**

If the City exercises its option to prepay the Financing Payments in whole or in part, unless the Agency consents in advance and in writing, the Agency shall not be obligated to prepay the amounts due from it under this Intergovernmental Agreement.

#### **Section 4. Estoppel.**

The Agency hereby certifies, recites and declares that all things, conditions and acts required by the Constitution and Statutes of the State of Oregon and by this Intergovernmental Agreement to exist, to have happened and to have been performed precedent to and in the execution and the delivery of this Intergovernmental Agreement, do exist, have happened and have been performed in due time, form and manner, as required by law, and that this Intergovernmental Agreement is a valid and binding obligation of the Agency that is enforceable against the Agency in accordance with its terms, except to the extent that enforceability may be limited by applicable bankruptcy, insolvency, fraudulent conveyance, reorganization, moratorium or other laws or judicial decisions or principles of equity relating to or affecting the enforcement of creditors' rights or contractual obligations generally.

#### **Section 5. Title.**

Neither the City nor the owner of the Credit Facility shall have a lien on or security interest in the Projects.

#### **Section 6. Miscellaneous.**

(1) Binding Effect.

This Intergovernmental Agreement shall inure to the benefit of and shall be binding upon the Agency and the City and their respective successors and assigns.

(2) Severability.

In the event any provisions of this Intergovernmental Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provisions hereof.

(3) Amendments.

This Intergovernmental Agreement may be amended only by a writing signed by both parties.

(4) Execution in Counterparts.

This Intergovernmental Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute the same instrument.

(5) Applicable Law.

This Intergovernmental Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. Any action regarding this Intergovernmental Agreement or the transactions contemplated hereby shall be brought in an appropriate court of the State of Oregon in Douglas County, Oregon.

(6) Rules of Construction.

References to section numbers in documents that do not specify the document in which the section is located shall be construed as references to section numbers in this Intergovernmental Agreement.

(7) Headings.

The headings, titles and table of contents in this Intergovernmental Agreement are provided for convenience and shall not affect the meaning, construction or effect of this Intergovernmental Agreement.

IN WITNESS WHEREOF, the Agency and the City have executed this Intergovernmental Agreement as of the date indicated above.

**For the Urban Renewal Agency of the City of  
Roseburg, Oregon**

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Authorized Officer

**For the City of Roseburg, Oregon**

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Authorized Officer

*etc*  
*10/19/15*



# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

## Transmission Main Cathodic Protection Bid Award

Meeting Date: October 26, 2015  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Department Items  
Staff Contact: Nikki Messenger  
Contact Telephone Number: 541-492-6730

### ISSUE STATEMENT AND SUMMARY

The City received bids for the Transmission Main Cathodic Protection project. The issue for Council is whether to award the construction contract for this project.

### BACKGROUND

**A. Council Action History.** On September 22, 2014, the Council authorized an amendment to the engineering services contract. *The original contract amount was under \$50,000 and did not require Council authorization. The amendment took it over \$50,000.*

**B. Analysis.** The City has two parallel transmission mains that run for approximately five miles along NE Stephens Street between the Water Treatment Plant and Reservoir Hill. One main varies between 20 and 24-inches in diameter and the other is 30-inches in diameter. In 1981 a Galvanic Anode Corrosion Protection (GACP) system was installed on some of the steel pipe to mitigate corrosion and prolong the life of the pipe. The GACP protected most of the 20-inch main and only a limited section of the 30-inch main. The GACP system was successful at reducing corrosion and the number of leaks. However, in 2011, a study was performed after leaks began to occur on a more frequent basis. The study revealed that areas of the system were no longer adequately protected from corrosion because the anodes had exceeded their useful life.

In March of 2014, the City contracted with RH2 Engineering, Inc. to design a new Impressed Current Cathodic Protection (ICCP) system to protect approximately 13,500 feet of 20-inch pipe and 6,500 feet of 30-inch pipe. The ICCP system will protect the 30-inch pipe from Hooker Road to Newton Creek Road and the 20-inch pipe from Hooker Road to Garden Valley Boulevard. The system will include a buried anode field located near Tom Thumb Storage on airport property. The anode bed type system allows for protection of long sections of pipeline without having to dig down and attach an anode to each pipe section. This provides a cost effective and less disruptive solution to protecting the two force mains.

The project was advertised on August 27th and four bids were received on September 16th. They are summarized below.

Bidder	Total Bid Amount
Cathodic Protection Engineering, Inc.	\$ 133,910.04
Tornado Soft Excavation, LLC	\$ 143,835.75
Alisto Engineering Group	\$ 179,189.00
K&E Excavating, Inc.	\$ 251,785.00
<i>Engineer's Estimate</i>	<i>\$ 156,145.00</i>

**C. Financial and/or Resource Considerations.** The FY 2015-16 Water Department budget includes \$250,000 for this project and a summary of remaining projected costs is shown below. The total project cost is within the budgeted amount.

Construction	\$133,910
Construction Mgt. Support	\$ 24,659
Contingency (10%)	<u>\$ 13,397</u>
Total	\$171,966

**D. Timing Issues.** If the project is awarded, the Notice to Proceed will be given immediately after the execution of a construction contract. The contractor is allowed 120 calendar days to complete the project.

### **COUNCIL OPTIONS**

Council has the following options:

1. Award the contract to the lowest responsive bidder, Cathodic Protection Engineering, Inc.; or
2. Reject all bids; or
3. Request additional information.

### **STAFF RECOMMENDATION**

The Public Works Commission discussed this project at their October 8<sup>th</sup> meeting and recommended award to Cathodic Protection Engineering, Inc. The bids appear to be both responsive and responsible. Money has been budgeted and is available to construct the project. Therefore, staff recommends awarding the project to Cathodic Protection Engineering, Inc.

### **SUGGESTED MOTION**

*I move to award the Transmission Main Cathodic Protection project to the low bidder, Cathodic Protection Engineering, Inc. for \$133,910.04.*

### **ATTACHMENTS**

None.

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



DEPARTMENT ITEMS B  
10-26-15

*Jc*  
*10/6/15*

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## Single Property LID – Policy Discussion

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Meeting Date: October 26, 2015  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Department Items  
Staff Contact: Nikki Messenger  
Contact Telephone Number: 541-492-6730

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### ISSUE STATEMENT AND SUMMARY

Staff is considering bringing a policy to Council regarding single property local improvement districts. The issue for Council is whether to provide staff direction on implementing a new policy via updates to the Roseburg Municipal Code.

### BACKGROUND

A. **Council Action History.** None.

B. **Analysis.** Staff is requesting that Council consider a program to assist developers in constructing or reconstructing sidewalks as part of their re-development or addition plans. The intent would be to lower the requirement of when sidewalks are required but provide a mechanism to get the improvements in place and allow the property owner to make payments on the improvements instead of adding it directly to the up-front development costs. In other words, if a developer chose the single property LID option, the City would construct the improvements and the property owner would be responsible for reimbursing the City over a period of up to ten years.

Council has previously adopted four goals, three of which could be applied to this potential program:

- Infrastructure
- Community livability/beautification
- Business friendly/improved City image

The Community Development Department is currently working on an update to the Land Use and Development Ordinance (LUDO). One section that staff believes needs to be addressed pertains to sidewalk improvements. In the current code, a developer is required to install or bring existing sidewalks up to current standards if they are constructing an addition equal to 20 percent or more of the existing building square footage. Bringing sidewalks up to current standards often involves re-constructing sidewalk access ramps to meet ADA standards. All new development is required to install sidewalks and related improvements at the time of development. The only exception to both of these requirements is the case where the street width and/or curb alignment are not known. In that case, a developer can sign a document stating that they will participate in a Local Improvement District (LID) for the improvements in the future. Historically, the City has done LID projects as large projects, usually involving multiple blocks. In general terms, if the City forms an LID for street improvements, at least fifty percent of the property owners must have agreed to the LID. Due to that constraint, many of these improvements are not made.

Staff is proposing to lower the requirement of when sidewalks are required for two reasons. The first is that Council's goals for infrastructure, community livability and beautification all

point towards the Council's commitment to making improvements happen. The second reason is that there are developers and/or engineers that have avoided this requirement to install or improve the sidewalks by installing a 19.5 percent addition or breaking construction permitting up so that each addition is under the 20 percent, but cumulatively would have required sidewalks if LUDO was re-written. As staff discussed ways to better implement the requirement, the idea of a lower trigger and City assistance came forth. Staff is still working through the proposed standard that will trigger the improvements. This will be included in the LUDO update that Council will consider late this year or early next year. The component for consideration as part of this discussion is the way the City could assist in making the improvements.

Staff would propose updating Roseburg Municipal Code Chapter 4.04 to include provisions for a single property LID. This would give a property owner that is required to make public improvements as part of his/her addition or re-development a choice of making the improvements or signing a single property LID document. If the LID option were chosen, the City would contract the improvements out and the property owner would be responsible for re-paying the City in the same manner as outlined for other LID projects. The program could also be expanded to include a commercial sidewalk replacement program and could provide a mechanism for commercial property owners to replace damaged sidewalks and pay over time.

**C. Financial and/or Resource Considerations.** Staff would propose utilizing the Assessment Improvement Fund to facilitate the program. The Assessment Fund currently has a balance of about \$1.475 million. In FY 15-16, staff programmed \$200,000 in the fund with the intent of developing a commercial sidewalk program. The other resource consideration will be staffing in the Public Works Department. The department is currently understaffed and if a program is instituted and development continues to increase, this will become a bigger issue.

**D. Timing Issues.** Staff is in the process of writing LUDO updates with the intent of bringing them to Council in December or January. If Council is interested in considering an update to the Municipal Code to allow for the new single property LID program, it would make sense to have it in place early next year to coincide with the LUDO adoption.

### **COUNCIL OPTIONS**

At this time, staff is seeking direction on whether to draft an ordinance updating RMC Chapter 4.04 for Council consideration.

### **STAFF RECOMMENDATION**

Staff would recommend implementing a requirement for the improvements as part of the LUDO update *and* a mechanism to assist property owners in the construction of the improvements. This will not only help achieve a Council goal, it will also facilitate ADA improvements needed throughout the City.

### **SUGGESTED MOTION**

No motion is needed at this time. Staff is seeking consensus on whether to prepare an ordinance for Council's consideration.

**ATTACHMENTS** None.

**ROSEBURG CITY COUNCIL  
AGENDA ITEM SUMMARY**eye  
10/19/15**Resolution No. 2015-\_\_\_\_\_ - Parks Rules and Regulations re: Smoking****Meeting Date: October 26, 2015**  
**Department: Public Works**  
**www.cityofroseburg.com****Agenda Section: Department Items**  
**Staff Contact: Nikki Messenger**  
**Contact Telephone Number: 541-492-6730****ISSUE STATEMENT AND SUMMARY**

The City currently has rules in place prohibiting tobacco use in Roseburg's parks. The issue for Council is whether to rescind the current resolution (Res. No. 2013-12), and adopt a new resolution that updates the Park Rules and Regulations and expands the prohibition to other types of smoking.

**BACKGROUND**

**A. Council Action History.** Council last amended the Parks Rules and Regulations in August 2013. The current language regarding a prohibition of tobacco use in Parks was adopted by Council in November of 2010.

**B. Analysis.** In November 2010, the City Council updated the park rules to prohibit the use of tobacco products within the Roseburg parks system. The section of the park rules related to smoking and tobacco currently states:

*Smoking or other use of tobacco products is prohibited on all public park property. "Tobacco products" include any tobacco cigarette, cigar, pipe tobacco, smokeless tobacco, chewing tobacco, or any other form of tobacco that may be used for smoking, chewing, inhalation, or other means of ingestion. City-owned Stewart Park Golf Course is excluded.*

Since the adoption of the above referenced rule, new technology in nicotine inhalant systems, such as e-cigarettes, have been introduced to the market. Additionally, there are alternative products such as hookahs, vaporizers and other items that are being used as nicotine delivery systems. In addition, the recreational use of marijuana has been legalized which can be delivered in one of the electronic smoking devices. With the addition of these new products, it may be an appropriate time to change the tobacco policy to include all forms of smoking and extend it to other types of inhalants.

Many other parks and recreation agencies in Oregon have incorporated detailed language into their existing smoking and/or tobacco policies to include these new products. An attachment listing those agencies is included as 'Attachment 3' for informational purposes. Recently, the National Park Service banned e-cigarettes and vaporizers from their properties where smoking tobacco was already prohibited.

One of the benefits of adding the new products to the parks policy is that it will improve the ability to enforce the smoking and tobacco policy in the parks. As noted in the Commission discussion, it's not possible to know what may be inside of a vaporizer, though generally it is a nicotine based product. Also, vaporizers may look like a cigarette from a distance, making it more difficult to enforce the park rules. Recently the Oregon Legislature enacted a law amending the indoor clean air act to include inhalant delivery systems, such as e-cigarettes

and vaporizers. The new law will also help keep nicotine away from children by not allowing the sale of inhalant delivery systems to minors.

The Parks Commission also considered whether to specifically add the prohibition of marijuana to the parks rules. The new law is clear that marijuana consumption is not allowed in public places; however the Commission felt that including the prohibition of marijuana would help educate the public.

The Parks Commission also indicated that they felt the initial tobacco policy was written for the health of the community as a whole, not just to limit second hand smoke. It was for the health of the user, other park patrons, and to limit the exposure of the products to children. Including the e-cigarettes and vaporizers into the prohibition helps maintain this policy goal.

Creating healthy, livable communities is at the core of what local parks and recreation agencies strive to provide every day. Tobacco and nicotine use and exposure to secondhand smoke are inconsistent with the role of parks to create healthy and safe environments for residents and visitors, especially children. Further, the policy protects parks and natural areas from environmental degradation caused by littering of cigarette butts and other tobacco-related waste.

**C. Financial and/or Resource Considerations.** Informational signage along with public education will be used to inform park visitors of changes in the park rules. Signage will not be a significant cost.

**D. Timing Issues.** None.

#### **COUNCIL OPTIONS**

Council has the following options:

- 1) Adopt the attached resolution as written.
- 2) Adopt the attached resolution with changes.
- 3) Do not adopt the resolution.

#### **STAFF RECOMMENDATION**

The Parks Commission discussed this item at their October 7<sup>th</sup> meeting. The Commission recommended that City Council adopt a resolution updating the park rules to include a prohibition on e-cigarettes, vaporizers, and smoking of other products. Staff concurs with this recommendation.

#### **SUGGESTED MOTION**

***I move to adopt resolution number 2015-\_\_\_ updating the City of Roseburg Parks Rules and Regulations.***

#### **ATTACHMENTS**

Attachment 1- Resolution entitled "A RESOLUTION REPEALING AND REPLACING RESOLUTION NO. 2013-12 REGARDING THE CITY OF ROSEBURG PARKS RULES AND REGULATIONS"

Attachment 2- City of Roseburg Parks Rules and Regulations, with proposed revision.

Attachment 3 - Oregon communities with tobacco-free / smoke-free rules that include other products such as inhalant vaporizers.

RESOLUTION NO. 2015 - \_\_\_\_\_

**A RESOLUTION REPEALING AND REPLACING RESOLUTION NO. 2013-12 REGARDING  
THE CITY OF ROSEBURG PARKS RULES AND REGULATIONS**

**WHEREAS**, general rules and regulations for the City of Roseburg's parks system were approved by the Roseburg City Council through the adoption of Resolution 2013-12 on August 12, 2013; and

**WHEREAS**, the City of Roseburg Parks & Recreation Commission determined that the prohibition of smoking tobacco or other similar products and the prohibition of the use of nicotine inhalant delivery systems such as e-cigarettes at the City's parks and recreational facilities serves to protect the health, safety and welfare of the citizens of the City; and

**WHEREAS**, the City of Roseburg Parks & Recreation Commission seeks to keep the City's parks safe, clean and orderly, and wishes to ensure an enjoyable and respectful environment for all users; and

**WHEREAS**, the City of Roseburg Parks & Recreation Commission developed and recommended a rule specific to the prohibition of tobacco in City parks on November 3, 2010; and

**WHEREAS**, the City of Roseburg Parks & Recreation Commission now further recommends the prohibition of all types of smoking and also the prohibition of nicotine delivery devices such as vaporizers and e-cigarettes; and

**WHEREAS**, it has been determined to be most advantageous to have all rules and regulations relating to the general use of all City parks incorporated into one document;

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

**Section 1:** Resolution No. 2013-12 as adopted on August 12, 2013, is hereby repealed.

**Section 2:** The City of Roseburg Parks Rules and Regulations, attached hereto as Exhibit "A", are hereby adopted and enforceable under Roseburg Municipal Code Chapter 1.06.

**Section 3:** This Resolution shall take effect immediately.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS  
REGULAR MEETING ON THE \_\_\_\_\_ DAY OF OCTOBER 2015.**

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Sheila R. Cox, City Recorder

## CITY OF ROSEBURG PARKS RULES AND REGULATIONS

The following City of Roseburg Parks Rules and Regulations, adopted by the Roseburg City Council on August 12, 2013, via Resolution No. 2013-12, shall be observed within the public parks of the City of Roseburg, Oregon. As used herein, the words "public park" shall mean and include all property now or hereafter owned and/or controlled by the City of Roseburg, Oregon, and operated as a park or an area of City beautification available for the use of the public.

**GENERAL RULES OF CONDUCT IN CITY PARKS.** The following rules and regulations for the conduct of persons using the public parks of the City of Roseburg, Oregon are hereby established and shall be observed and enforced within said public parks:

1. No person shall build any fire within any public park except as permitted in a stove or fireplace designed and provided therefore.
2. No overnight camping will be permitted in any park or part thereof without prior approval of the City.
3. No person may erect signs, markers or inscriptions of any type within a public park, except in a specifically designated area, without permission from the Public Works Director. The following activities are prohibited in all public parks unless specifically authorized by the Public Works Director:
  - 3.1 The distribution of any circular, notice, leaflet, pamphlet or written or printed information of any kind.
  - 3.2 The solicitation of, or engagement in, the sale of any merchandise or service, or the operation of any concessions, within any public park without a permit from the Public Works Director.
4. Smoking or other use of tobacco products is prohibited on all public park property. "Smoking" as used herein shall include: electronic smoking devices, tobacco, marijuana, bidis, cigarettes, cigarillos, cigars, clove cigarettes, nicotine vaporizers, nicotine liquids, hookahs, kreteks, pipes, chew, snuff, smokeless tobacco, and any burning or smoldering substance in any form. "Electronic smoking device" as used herein includes an electronic or battery operated device that delivers vapors for inhalation. Electronic smoking devices includes every variation and type of such devices whether they are manufactured, distributed, marketed or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or any other product name or descriptor. City-owned Stewart Park Golf Course is excluded.
5. No person shall permit any domestic animal owned by, or in the custody of the person, to run at large within any park or enter any pond, fountain or stream thereof, and all domestic animals within any public park shall be kept in control at all times on a leash not more than eight (8) feet in length (Happy Tails Dog Park excluded). Also, no person shall tease, annoy or injure any animal within any park facility including ponds, streams or fountains.

No person shall ride or drive any horse or other livestock, or permit any horse or other livestock, to go upon any portion of a public park at any time except as authorized by City.

6. No person shall be permitted within a public park between dusk and dawn with the following exceptions:
  - 6.1 As permitted for special occasion upon application and approval by the Public Works Director.
  - 6.2 Stewart Park Tennis Courts as posted at each entrance by the Public Works Director.
  - 6.3 Organized events that the City has approved such as Music on the Half Shell, Legion Baseball, Little League activities at Gaddis Park, scheduled softball leagues and tournaments.
  - 6.4 Events sponsored by Umpqua Valley Art Association and Umpqua Actors Community Theater, held at the Arts Center and the Betty Long Unruh Theater.
7. No person shall swim, wade, bathe or operate a boat in any area of a public park except in those areas so designated.
8. No person shall operate any public address or loudspeaker system, or operate a radio or other electronic audio device, in any public park in a manner that constitutes a noise disturbance. For purposes of this section, a "noise disturbance" means any sound which annoys or disturbs a reasonable person of normal sensitivities, but does not include sounds arising from and consistent with any activity approved by City sponsorship or for which a permit has been issued by the Public Works Director.
9. Car washes and garage/yard sales are prohibited on public park property.
10. No person shall interfere with or disrupt any activity in a public park which has been authorized by City permit.
11. Except for park maintenance, public utility and other vehicles judged necessary by the Public Works Director for the construction and maintenance of City parks and utilities therein, no motorized vehicle, of any type, shall be operated, stopped, parked or left standing in a public park, other than on roads, designated trails and parking areas, specified for that type of vehicle use. The Public Works Director may impose reasonable conditions on park use when exempt vehicles are required within a park.
12. No person shall operate a motorized vehicle, or a bicycle, skateboard, roller-skates, roller blades, or any other type of vehicle, in any public park in a manner that endangers, or would be likely to endanger any person or damage any property.
13. Persons desiring to use park property to picket or protest activities authorized by City permit shall be allowed to occupy the sidewalks and bicycle / pedestrian pathway abutting Stewart Parkway only. If the number of people using the designated area is ten (10) or more, the activity must also comply with City parade regulations.

14. The playing or practicing of golf is prohibited in any City park other than Stewart Park Golf Course, unless authorized by the Public Works Director.
15. Persons holding events in Stewart Park shall be required to utilize recycling stations for the event if the expected attendance exceeds 1,000.
16. Any activity that is not authorized by a City permit which is incompatible with or disrupts the general public use of park property is prohibited.

**RULES SPECIFIC TO USE OF THE STEWART PARK BAND SHELL FOR EVENTS NOT UNDER CONTRACT WITH THE CITY.** Persons issued a permit for use of the Stewart Park Band Shell for events other than those sponsored by the City of Roseburg shall be responsible for seeing that the following rules and/or requirements are followed, met and adhered to:

1. At least one week prior to the event, Permittee shall provide the City with proof of liability insurance in the amount of \$1,000,000 and a rider naming the City as an additional insured.
2. The sales, dispensing and/or consumption of alcoholic beverages during events held at the band shell is prohibited without a special occasion liquor license obtained from the Oregon Liquor Control Commission and approved by the City Manager. The license must be presented to the City a minimum of thirty days prior to the event.
3. Permittee must pay a permit deposit at least two weeks prior to the date of the event to cover the cost of City services such as police, parks and public works crews if these services are required. The amount of the deposit will be determined on an event by event basis. A final accounting for these services will be done by the City within 10 days following the event, at which time the Permittee will be reimbursed for any over payment or billed for costs in excess of the amount deposited.
4. Permittee must provide, at its own expense, all traffic control and security needed throughout the duration of the event. The minimum traffic control and security will be determined by the City on an event by event basis. Vehicles parked in the Legion Field area when games are in progress must be kept out of the fire lanes and not be double parked.
5. Permittee must provide an adequate number of portable toilets to meet crowd demands.
6. For crowds over 1,500, Permittee must provide additional trash containers at a general rate of one (1) trash can per every 50 people. For crowds over 1,000, Permittee must utilize recycling stations.
7. The decibel level of any sound produced as part of or as a result of the event shall be limited to 95 – 100 decibels.
8. Permittee shall be held liable and responsible for any damage beyond normal wear and tear upon the facilities used during the event. Climbing on the band shell structure for any reason is strictly prohibited.
9. Due to limited availability of parking space, if Permittee anticipates an extra-large crowd, Permittee is encouraged to provide shuttle bus service to the park.

10. Each concessionaire who wishes to sell food or products in conjunction with use of the band shell must enter into a separate agreement with the City. Performer's promotional materials are excepted.
11. All events held at the band shell must conclude no later than 9:30 p.m.

**RULES SPECIFIC TO CITY SKATEBOARD PARK FACILITY.** In addition to the Park Rules & Regulations, the following rules apply to the City Skateboard Park:

1. No motorized vehicles shall be operated in the skateboard park.
2. No pets shall be allowed in the skateboard park.
3. Bicycles are allowed from dawn until noon on Sunday, Tuesday, and Thursday only. This time is for bicycles exclusively. Skateboards shall not be used in the park during the bicycle time.

**RULES SPECIFIC TO INFLATABLE STRUCTURES IN CITY PARKS.**

1. Persons planning to have an inflatable must first obtain a Park Permit for the use of the park.
2. Permittee shall provide the City with proof of liability insurance listing the City as an additional insured.
3. Inflatables must be freestanding and weighted. Stakes are prohibited.
4. Inflatables may not be tied to trees, tables, or other park amenities.
5. Inflatables must be under adult supervision at all times.
6. Between June 1st and August 31st, inflatables are limited to a maximum of 2 hours on an area of turf. Inflatable may be relocated once for total maximum of 4 hours. For the remainder of the year, inflatables are limited to a maximum of 4 hours.
7. Permittee shall pay a permit deposit and shall be held liable and responsible for any damage beyond normal wear and tear upon the facilities used.

**PENALTY FOR VIOLATION.** A violation of these rules and regulations constitutes a violation under Roseburg Municipal Code Chapter 1.06 and may also constitute an offense under Roseburg Municipal Code Chapter 7.02. Penalties for such violations are set forth in Roseburg Municipal Code Chapter 1.06. The City reserves the right to exclude and/or ban, from any and all park facilities, any person who has been found guilty of violating any of these rules and regulations or who has vandalized, damaged or taken park property or facilities, or attempted to do so.

Oregon Agencies Prohibiting E-Cigarettes in Parks:

**Cities:**

Beaverton  
Corvallis  
Forest Grove  
Hillsboro  
Hood River  
La Grande  
Medford  
Newport  
North Plains  
Portland  
Salem  
Veneta

**Counties:**

Benton County Parks  
Marion County Parks  
Multnomah County Parks  
Washington County Parks

**Park Districts:**

Klamath Falls Wiard Parks District  
Tualatin Hills Park and Recreation District (Beaverton area)  
Willamalane Parks and Recreation District (Springfield area)

**Other:**

Cascade Locks Marine Park  
Grant County Fair  
Harney County Fair and Race Meet  
Klamath County Fair Umatilla County Fair

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

*axe*  
*10/19/15*

INFORMATIONAL A  
10-26-15



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## ACTIVITY REPORT

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**Meeting Date:** October 26, 2015  
**Department:** City Manager  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section:** City Manager Reports  
**Staff Contact:** C. Lance Colley  
**Contact Telephone Number:** 492-6866

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### ISSUE STATEMENT AND SUMMARY

At each meeting I will provide the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your October 26, 2015, meeting, I provide the following items:

- Department Head Meeting Agendas
- Tentative Future Council Agenda Items
- City Manager Weekly Messages
- Municipal Court Quarterly Report
- City Quarterly Report – Period Ending September 30, 2015
- Letter from Kuki City re: Signing Ceremony
- Condolence Letters



Agenda  
Department Heads Meeting  
September 29, 2015 – 10:00 a.m.

1. Review September 28, 2015 City Council and Urban Renewal Agendas
2. Review Tentative October 12, 2015 City Council and Urban Renewal Agendas
3. Tentative Future Agenda
4. Document Signing/Grants
  - Indoor Concert Event at Arts Center with Alcohol – 10/3/2015
  - Indoor Fundraising Events at Arts Center with Alcohol – 10/9, 11/6, 12/4, 2/5, 4/1
  - Outdoor Barbecue at Arts Center with Alcohol – 7/22/2016
5. Department Items



Agenda  
Department Heads Meeting  
October 5, 2015 – 10:00 a.m.

1. Review Tentative October 12, 2015 City Council Agenda
2. Tentative Future Agenda
3. Document Signing/Grants
4. Employee Recognitions
  - 15 years – Doug Walton, Police Officer
  - 10 years – Jeremy Sanders, Police Corporal
  - 10 years – Keith Young, Police Officer
5. Dress a Child Program
6. Department Items



Agenda  
Department Heads Meeting  
October 13, 2015 – 10:00 a.m.

1. Review Tentative October 26, 2015 City Council and Urban Renewal Agendas
2. Tentative Future Agenda
3. Document Signing/Grants
4. UCC Debriefing
5. Department Items



Agenda  
Department Heads Meeting  
October 19, 2015 – 10:00 a.m.

1. Review Tentative October 26, 2015 City Council and Urban Renewal Agendas
2. Tentative Future Agenda
3. Document Signing/Grants
4. Department Items

TENTATIVE FUTURE COUNCIL AGENDA

Unscheduled

- CDBG Grant Architectural Selection (depending upon grant award)
- City Hall Entry/Finance Department Remodel
- OLCC New Outlet Application Approval Process
- Parking Enforcement Agreement
- Police K-9 Patrol Vehicle Purchase
- Roadside Memorial Policy
- Tree Ordinance
- Urban Services Agreement
- Amending RMC 5.04 Water Rules and Regulations
- Workers Comp Fund Update – City Manager Authority

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November 9, 2015

Consent Agenda

- A. Minutes of October 26, 2015
- B. Resolution No. 2015-\_\_\_\_, Transportation Enhancement Grant Application Authorization

Ordinances

- A. 2<sup>nd</sup> Reading, Ordinance No. \_\_\_\_ Interchange Area Management Plan 127

Informational

- A. Activity Report

Executive Session

- A. City Manager Annual Review

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November 23, 2015

Council Report

- A. Manager's Contract

Consent Agenda

- A. Minutes of November 9, 2015

Ordinances

- A. Smoking Policy – City Parking Lots and Abutting Sidewalks, Ordinance No. \_\_\_\_

Department Items

- A. Resolution No. 2015-\_\_\_\_ - Water Fee Schedule Amendment

Informational

- A. Activity Report

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December 14, 2015

Consent Agenda

- A. Minutes of November 23, 2015

Public Hearing

- A. LUDO Phase 3, Ordinance No. \_\_\_\_

Ordinances

- A. 2<sup>nd</sup> Reading, Ordinance No. \_\_\_\_ Smoking Policy – City Parking Lots and Abutting Sidewalks

Department Items

- A. Capital Improvement Plan Update

Informational

- A. Activity Report

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**December 28, 2015**

Consent Agenda

- A. Minutes of December 14, 2015

Ordinances

- A. 2<sup>nd</sup> Reading, Ordinance No. \_\_\_\_\_, LUDO Phase 3

Informational

- A. Activity Report

**January 11, 2016**

Mayor's Report

- A. State of the City Address
- B. Commission Chair Appointments
- C. Commission Appointments

City Council Ward Reports/Commission Reports

- A. Election of Council President
- B. Planning Commission Appointments

Consent Agenda

- A. Minutes of December 28, 2015

Informational

- A. Activity Report

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**January 25, 2016**

Consent Agenda

- A. Minutes of January 11, 2016

Informational

- A. Activity Report (Municipal Court Quarterly Report)

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**February 8, 2016**

Special Presentation (Invite Budget Committee)

- A. Annual Financial Report – Tom Davidson
- B. Quarterly Financial Report – December 31, 2015
- C. Budget Calendar

Consent Agenda

- A. Minutes of January 25, 2016

Informational

- A. Activity Report

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**February 22, 2016**

Consent Agenda

- A. Minutes of February 8, 2016

Department Items

- A. The Partnership Annual Report

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

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**March 14, 2016**

Consent Agenda

- A. Minutes of February 22, 2016

Department Items

- A. Visitors Bureau Annual Report

Informational

- A. Activity Report

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**March 28, 2016**

Consent Agenda

- A. Minutes of March 14, 2016

Informational

- A. Activity Report

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**April 11, 2016**

Mayor's Report

- A. Volunteer Recognition Month Proclamation

Consent Agenda

- A. Minutes of March 28, 2016

Informational

- A. Activity Report (Budget Calendar Reminder)

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**April 25, 2016**

Mayor's Report

- A. Historic Preservation Month Proclamation

Consent Agenda

- A. Minutes of April 11, 2016
- B. OLCC License Renewals

Informational

- A. Activity Report (Quarterly Reports)

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**May 9, 2016**

Mayor Reports

- A. Bike to Work Proclamation

Consent Agenda

- A. Minutes of April 25, 2016
- B. U-Trans Services Contract
- C. Fee Amendment Resolutions

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

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**May 23, 2016**

Consent Agenda

- A. Minutes of May 9, 2016

Informational

- A. Activity Report

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**June 13, 2016**

Mayor's Report

- A. Camp Millennium Week Proclamation

Consent Agenda

- A. Minutes of May 23, 2016

Public Hearing

- A. Resolution No. 2016-\_\_\_\_ - 2016/17 Budget Adoption

Informational

- A. Activity Report

Urban Renewal Agency Board Meeting

- A. Approval of Minutes
- B. Public Hearing - Resolution – 2016/17 Budget Adoption

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**June 27, 2016**

Consent Agenda

- A. Minutes of June 13, 2016

Informational

- A. Activity Report

Executive Session

- A. Municipal Judge Evaluation

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**July 11, 2016**

Consent Agenda

- A. Minutes of June 27, 2016

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Informational

- A. Activity Report

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**July 25, 2016**

Consent Agenda

- A. Minutes of July 11, 2016

Informational

- A. Activity Report (Quarterly Reports)

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**August 8, 2016**

Consent Agenda

- A. Minutes of July 25, 2016

Informational

- A. Activity Report

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**August 22, 2016**

Consent Agenda

- A. Minutes of August 8, 2016

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

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**September 12, 2016**

Council Reports

- A. Implementation of City Manager Annual Performance Evaluation

Consent Agenda

- A. Minutes of August 22, 2016

Department Items

- A. Downtown Roseburg Association Annual Report

Informational

- A. Activity Report

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**September 26, 2016**

Mayor Reports

- A. Walk and Bike to School Day Proclamation

Consent Agenda

- A. Minutes of September 12, 2016

Informational

- A. Activity Report



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**October 10, 2016**

Consent Agenda

- A. Minutes of September 26, 2016

Informational

- A. Activity Report

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**October 24, 2016**

Consent Agenda

- A. Minutes of October 10, 2016
- B. Cancellation of December 26, 2016, Meeting

Informational

- A. Activity Report (Quarterly Reports)

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**November 14, 2016**

Consent Agenda

- A. Minutes of October 24, 2016

Informational

- A. Activity Report

Executive Session

- A. City Manager Annual Review

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**November 28, 2016**

City Council Reports

- A. City Manager Contract

Consent Agenda

- A. Minutes of November 14, 2016

Informational

- A. Activity Report

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**December 12, 2016**

Mayor Reports

- A. Election Results

Consent Agenda

- A. Minutes of November 28, 2016

Informational

- A. Activity Report



Friday September 25, 2015

Good Friday afternoon everyone! By the time you receive this Councilor Zielinski and I will have completed our second day at the annual League of Oregon Cities Conference. We will update you briefly at your Monday meeting and I will follow up with some highlights in a written correspondence in the next week or two.

Once again, it has been a busy week on the project front, with significant work being completed on our Oak/Washington project. We hope the two intersections on Oak will be open for traffic next week, and the contractor will move down to Washington's two intersections at Main and Jackson. Street light pole installation has begun and the overall project is beginning to take shape. It is clear that some of our local businesses have begun to experience a drop off in traffic, so please encourage people to come downtown and support their local businesses!



Work is continuing out on NE Stephens from Stewart Parkway to Newton Creek. The grind/inlay portion of the project was recently completed with four lane miles of repaving completed. Work on the Stephens Street crossing near the Cow Creek Tribal headquarters is nearing completion and the ADA ramp work is almost done. The contractor still has some slurry work in the center turn lane to complete and striping to do and that project can be wrapped up.

Alex Campbell from the Partnership and I met with a local business to confirm our interest in working on some incentives to help them acquire additional property for business expansion and job retention. Alex has been working with the State through Business Oregon to get State resources added to the incentive to make this attractive to

the business and allow us to help local businesses expand and thrive in our community. We hope to have something back to Council in the next two to four weeks.

And speaking of the Partnership, Alex and company are hosting an industry tour today that involves three different very modern, very technologically advanced forest products manufacturers in south Douglas County. The contingent will tour the Engineered Wood Products plant operated by Roseburg Forest Products in Riddle as well as C & D Lumber, who is completing a multi-million dollar expansion, and D. R. Johnson Company, who was recently certified as the first cross-laminated timber ("CLT") producer in the US. The State has been instrumental in working on the CLT process which has been hailed as the "greenest" structural construction process developed in many years. I was hoping to attend, but the LOC conference started on Thursday as well. I will get an update from Alex early next week.

On the recruiting and hiring front, Chief Timm has narrowed the Assistant Fire Chief candidates down to five finalists who have been invited to Roseburg for interviews and an assessment center in mid-October. Once that process is wrapped up, focus will shift to the Battalion Chief position. We are encouraged by the pool of qualified candidates we have seen from across the country for both positions. Testing for Firefighter and Police Officer positions is complete with interviews for both positions scheduled in early October.

On Wednesday I had an opportunity to meet with Molly McCarthy from Senator Ron Wyden's office. Molly has been the Field Representative for a number of years now and represents most of southern Oregon for the Senator. We had a great discussion primarily around transportation funding, economic development and the Veteran's Home/Housing project that has been tentatively approved for our area. I attended a Med-Com meeting on Thursday with Councilors Ryan and Hawks. I don't usually attend those meetings, but Gregg Timm was out this week on a well deserved vacation so I joined our representatives for the Med-Com Board meeting. We will update Council on their activities in the near future.

We look forward to our Monday evening meeting at which we will provide Council with a short review of our contract procurement process under the agenda item titled "Construction Project Lifecycle", and an update related to Council's 2015-17 goals under the "Goal Review" agenda item. Have a great weekend everyone! We will see you all Monday night!

Friday October 16, 2015

Good Friday afternoon everyone. It seems that things are finally beginning to seem somewhat normal organizationally, but I cannot help but think normalcy is a long ways away for our community. Once again I would ask that each of us keep the families, students and faculty that were so dramatically impacted by the events of October First in our thoughts and prayers and support those who have been providing services to them. A new website, UCCSTRONG.com should go live later this week with information, stories, and messages of healing. Our community has continued to step up to help in so many ways. I want to thank each and every one of them!

So, back to business. As you are likely aware, the work on Stephens from Stewart Parkway to Newton Creek is pretty well wrapped up. The ADA ramps and grind overlay are complete and the center lane slurry and striping were also recently completed. There is some work left to finish the mid-block crosswalk near the Cow Creek Administrative offices then the contractor will be done. This was a great opportunity to fund a significant improvement with funds from both the City's transportation funding and our Urban Renewal Agency funding. We will be looking at a couple of similar projects over the next few years.

The work on our Oak/Washington project is progressing nicely as the contractor flipped traffic today to the recently completed sections of the Washington at Main and Washington at Jackson intersections. Most of the streetlight poles are in and the Oak Avenue intersections have been completed. I hope you have had a chance to wander through the work areas. It is very exciting to see the progress that is being made. All of us who have been involved in this are looking forward to a grand re-opening of downtown before the holiday season begins.

Chief Timm and HR Director Van Winkle, ok Gregg and John, have been involved in recruitments for fire fighters as well as a Battalion Chief and Assistant Chief position. The recruitment process and interview process for the Assistant Chief position concluded today, and we will determine soon how we will be moving forward. Once that position is settled, we will re-engage in the BC process. John and Gregg put together a solid process and we think we ended up with good results. We will keep you posted. Also on the Public Safety side, the Police Department team wrapped up a police officer recruitment this week as well.

We received word (and a check) this week that Pacific Power's Foundation awarded the City \$5,000 towards our spray park and playground project that will be constructed in Fir Grove Park next year. Barbara Taylor from our Parks Administrative team has been

putting together a series of grant applications to help us move forward with that project. Barbara and Nikki also recently approached the Morning Rotary to help us with the local fundraising component, and they have agreed to officially sponsor us moving forward. As you are all aware, we could not succeed without the help and support of organizations like our Rotary Clubs. The spirit of volunteerism and community pride shows through in virtually every aspect of the services that our citizens receive.

The Finance Department is working on the final stages of our financial software conversion this month. This has been a multi-month process, and the Finance staff continues to be very excited about the prospects of having a system that will allow them to provide real time information to our internal users and to provide better and more accurate information to users of the system. I have been through a couple of financial software conversions, so I appreciate the hard work and dedication it takes to get through the process. The Finance Department also recently completed the audit on-site work with the staff from Neuner and Davidson and we anticipate the CAFR will be out a little earlier this year. Again, kudos to Ron and his staff in Finance.

We are getting into seasonal transition time in parks and public works as well. Leaves are falling in the streets and in the fields, and once we get some rain (you remember rain right) the storm drainage crews will be heading out around town to take care of leaf pickup and other maintenance issues. As soon as we get the real weather change we will be posting the leaf pick-up schedule. Right now the crews are scheduled to begin picking up the leaves on November 2. The general location schedules can be found at <http://www.cityofroseburg.org/departments/public-works/leaf-program/> .

A number of our administrative team will be out next week at training and conferences representing the City as well as their State organizations. It is rewarding to see our department directors in leadership positions in their State organizations as well as local and regional leadership positions. I am very sincere when I tell you all that I am honored to work with this team and I sincerely appreciate their support, as well as yours.

In the spirit of returning to normalcy, I am off to see my grandson for a couple of days. Have a fabulous weekend and we will see you all next week!

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY




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## MUNICIPAL COURT QUARTERLY REPORT

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**Meeting Date: October 26, 2015**  
**Department: Municipal Court**  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section: Department Reports**  
**Staff Contact: Judge Kenneth Madison**  
**Contact Telephone Number: 492-6710**

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### ISSUE STATEMENT AND SUMMARY

In accordance with the terms of Judge Madison's contract with the City, a report on the court's case volume and program revenues is to be presented to Council on a quarterly basis by Judge Madison.

### BACKGROUND

#### A. Council Action History.

On July 23, 2012, the Council approved an amendment to the Judge's contract to include the presentation of a quarterly financial report to Council. This report is the latest of the quarterly reports to have been provided in fulfillment of the contract amendment and covers the quarter ending September 30, 2015.

#### B. Financial and/or Resource Considerations.

	1ST	YTD	YTD
	QTR	TOTAL	PRIOR
			YEAR
<u>COURT CASE TOTALS</u>			
CRIMES	242	242	318
TRAFFIC CRIMES	70	70	71
TRAFFIC VIOLATIONS	793	793	628
NON-TRAFFIC VIOLATIONS	147	147	183
TOTAL	<u>1,252</u>	<u>1,252</u>	<u>1,200</u>

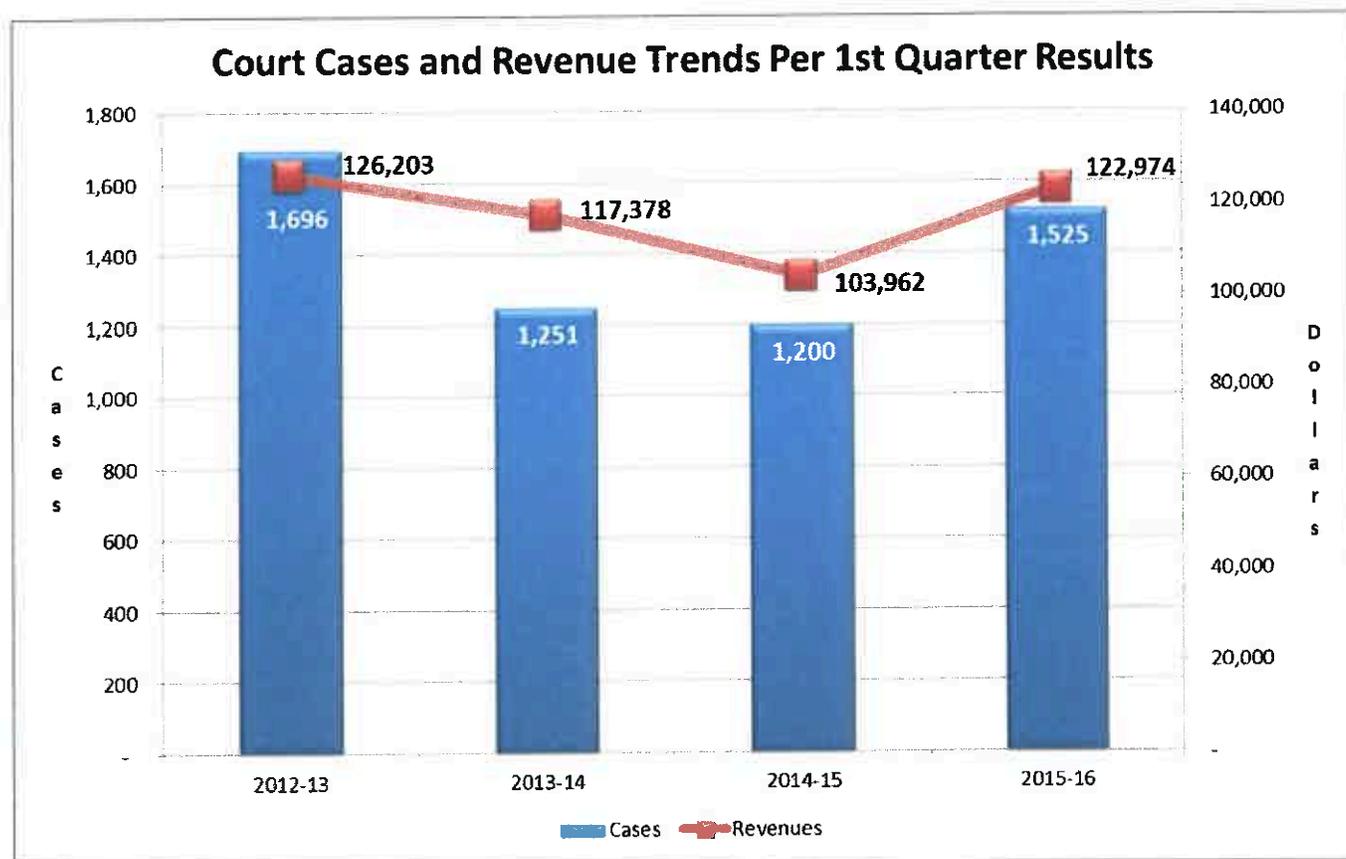
After the first quarter of the 2015-16 fiscal year has elapsed, total cases were up 4.3% from the prior year. By category, traffic violations, increased by 26.3% while crimes, traffic crimes, and non-traffic violations decreased by 23.9%, 1.4% and 19.7%.

	BUDGET	1ST	YTD	PRIOR
	2015-16	QTR	TOTAL	YTD
		2015		TOTAL
<u>COURT REVENUES</u>				
FINES	\$ 377,820	\$ 116,547	\$ 116,547	\$ 99,542
COURT COSTS	15,200	4,889	4,889	3,718
CRT APPT ATTORNEY	4,100	1,538	1,538	702
TOTAL	<u>\$ 397,120</u>	<u>\$ 122,974</u>	<u>\$ 122,974</u>	<u>\$ 103,962</u>

After the first quarter of the 2015-16 fiscal year, total court revenues were up 18.3% from the prior year. Fines and collections revenue increased by 17.1%, court costs revenues increased 31.2% and court appointed attorney increased by 2.2%.

On a budgetary basis, revenues are 31% of budget after the first quarter of the fiscal year.

A review of first quarter trends of cases and revenues indicate that cases and revenues are tracking back up towards the 2012-13 trends as the following graph illustrates.



**C. Timing Issues.**

Quarterly reports are due to the City Manager on or before the last day of the month following the end of each calendar quarter. The report is to be received by Council by the following meeting.

**COUNCIL OPTIONS**

No Action is requested

**STAFF RECOMMENDATION**

n/a

**SUGGESTED MOTION**

n/a

**ATTACHMENTS**

n/a

## Quarterly Financial Report

1st Quarter, Fiscal-Year 2015-2016



September 2015

The *Quarterly Financial Report* summarizes the City of Roseburg's financial position for the General Fund, major operating funds, proprietary funds, and Urban Renewal funds through the 1st quarter of fiscal year 2015-2016.

All funds are presented on a budgetary basis. Although this is a quarterly financial report, the focus is on year-to-date activity.

Budgeted Fund Balance is comprised of Contingency, Reserves, and Ending Fund Balance.

*Report Note:* When reading these quarterly financial reports it is important to keep in mind the cyclical activity in revenues and expenditures. Examples would include property taxes, grants, capital projects, and charges for services. This report is unaudited and precedes final year end accruals.

This financial report includes the quarter ending September 2014 for comparison purposes.

### OVERVIEW:

- \$4.7 million General Fund balance.
- 8.2% Douglas County unemployment rate.
- .54% state investment pool interest rate.
- 1.3% CPI Portland-Salem MSA
- Award contract to Century West Engineering for the South Stewart Parkway project for \$580,521.
- Authorize amendment to the ODOT intergovernmental agreement to add work to the Hwy 138 project for not to exceed \$123,000.
- Approve intergovernmental agreement with RUSA to include sanitary sewer improvement in the Spruce/Parrott Street Improvement project.
- Authorize design, bidding and construction management contract to PIVOT Architecture for the parking garage improvements for not to exceed \$54,000
- Authorize contract to Johnson Controls for upgrade to City Hall HVAC control system for \$49,745

## GENERAL FUND

General Fund	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 19,612,735	\$ 1,618,130	8%	\$ 1,585,850
Expenditures	20,835,404	4,672,900	22%	4,531,125
Balance-July 1	7,341,488	7,744,551	105%	7,593,152
Balance YTD	\$ 6,118,819	\$ 4,689,781		\$ 4,647,877

## GENERAL FUND REVENUE

General Fund Revenue	Budget	YTD Actual	%	Prior Year Actual
Property Taxes	\$12,734,000	\$ 96,966	1%	\$ 115,733
Licenses, Permits, Fees	2,641,593	427,888	16%	374,620
Charges for Services	3,395,200	860,802	25%	842,188
Intergovernmental	798,942	196,489	25%	214,377
Interest	43,000	7,475	17%	7,434
Miscellaneous	-	28,509	0%	31,498
<b>Total Revenues</b>	<b>\$19,612,735</b>	<b>\$ 1,618,129</b>	<b>8%</b>	<b>\$ 1,585,850</b>

**Property Taxes**—Property tax revenue at the end of September was for delinquent taxes only. The majority of property tax revenue is collected in November and December. At the end of September 1% of the 12.7 million budgeted has been collected.

Property taxes are based upon assessed values (AV). With passage of Measure 50 in 1996 assessed values are limited to 3% annual increases unless the Real Market Value is less.

**Licenses, Permits, and Fees**—Includes utility franchise fees, planning fees, park fees, and various other fees. At the end of the quarter, 16% of the \$2.6 million budgeted annual revenue from licenses, permits and fees has been collected.

**Charges for Services**—Besides interdepartmental charges, charges for services includes: fines, service area fees, fire suppression and prevention fees, administrative and lien search fees. Year to date court fines total \$107,769, service area fees total \$88,509 and interdepartmental charges total \$652,662.

**Intergovernmental Revenues** are primarily state collected taxes allocated to cities on a per capita basis and include revenue sharing, tobacco, and liquor, 25% of the \$798,942 budgeted for intergovernmental revenue has been collected during the current fiscal year.

**Interest Revenue**—Interest revenue of \$7,475 is comparable to the same period a year ago. The average portfolio rate is .54%.

## GENERAL FUND EXPENDITURES

The following tables detail expenditures by department and major categories. Current year General Fund expenditures of \$4,672,900 represent 22% of budgeted annual expenditures.

Year to date expenditures are \$141,775 more than the same period a year ago. The General Fund ending fund balance is \$4,689,781.

By Organizational Unit	Budget	YTD Actual	%	Prior Year Actual
City Manager	\$ 955,539	\$ 220,002	23%	\$ 200,541
Finance & Mgmt	1,218,465	302,056	25%	250,392
Community Develop	541,509	115,086	21%	98,332
Public Works	3,212,867	706,246	22%	706,920
Parks & Recreation	1,438,139	354,105	25%	356,900
Municipal Court	489,418	96,169	20%	86,307
Police	6,360,705	1,475,269	23%	1,413,605
Fire	5,846,642	1,403,967	24%	1,371,001
Capital & Other	772,120	-	0%	47,127
<b>Total</b>	<b>\$20,835,404</b>	<b>\$ 4,672,900</b>	<b>22%</b>	<b>4,531,125</b>

By Major Category	Budget	YTD Actual	%	Prior Year Actual
Personnel Services	\$ 16,355,225	\$ 3,959,275	24%	\$ 3,847,239
Materials & Service	3,708,059	713,625	19%	636,759
Capital & Other	772,120	-	0%	47,127
<b>Total</b>	<b>\$ 20,835,404</b>	<b>\$ 4,672,900</b>	<b>22%</b>	<b>\$ 4,531,125</b>

# MAJOR GOVERNMENTAL FUNDS

## SPECIAL REVENUE FUNDS

### URBAN RENEWAL GENERAL FUND

Urban Renewal - General	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 3,600,600	\$ 27,047	1%	\$ 33,446
Expenditures:				
Operations	2,930,000	-	0%	-
Transfers	800,000	-	0%	-
Balance-July 1	363,352	354,719	98%	434,542
Balance YTD	\$ 233,952	\$ 381,766		\$ 467,988

The Urban Renewal-General Fund accounts for the Agency's property tax revenues. Expenditures are primarily for qualified capital improvement projects.

## CAPITAL PROJECTS FUNDS

### EQUIPMENT REPLACEMENT FUND

Equipment	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 637,500	\$ 10,282	2%	\$ 1,226
Expenditures:				
Capital	1,409,000	533,942	38%	33,085
Balance-July 1	1,023,004	1,052,316	103%	889,966
Balance YTD	\$ 251,504	\$ 528,656		\$ 858,107

The Equipment Replacement Fund provides resources for major vehicle and equipment purchases. An annual funding level is established based upon equipment needs over a five year period. Resources are transferred from the General Fund to minimize budget fluctuations in tax supported funds.

Year to date purchases include \$27,497 for the financial system, \$479,716 for the triple combination pumper, and \$26,729 for the police unmarked vehicle.

### FACILITIES REPLACEMENT FUND

Facilities	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 194,000	\$ 1,095	1%	\$ 1,255
Expenditures:				
Operations	65,708	9,496	14%	15,798
Capital	400,000	43,043	11%	-
Balance-July 1	746,621	815,724	109%	912,346
Balance YTD	\$ 474,913	\$ 764,280		\$ 897,803

The Facilities Replacement Fund ending fund balance at September 30, 2015 is \$764,280.

## TRANSPORTATION FUND

Transportation	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 1,799,896	\$ 314,639	17%	\$ 270,986
Expenditures:				
Operations	1,657,482	247,728	15%	246,385
Capital	680,000	-	0%	5,022
Transfers	10,000	10,000	100%	-
Balance-July 1	3,322,466	3,495,775	105%	2,694,228
Balance YTD	\$ 2,774,880	\$ 3,552,686		\$ 2,713,807

Transportation Fund revenues are from state gas taxes, transportation SDC's, federal STP funds and franchise fees. Resolution #2011-04 adopted in 2011 directs 15% of utility franchise fees to the Transportation Fund for the City's pavement management program. \$436,970 is budgeted in the current year for franchise fee revenue.

### URBAN RENEWAL CAPITAL FUND

Urban Renewal - Capital	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 2,913,000	\$ 3,133	0%	\$ 28,059
Expenditures:				
Operation	378,374	79,119	21%	49,943
Capital	4,610,000	530,738	12%	20,914
Balance-July 1	2,264,709	2,507,524	111%	2,224,032
Balance YTD	\$ 189,335	\$ 1,900,800		\$ 2,181,234

The Urban Renewal Capital Fund accounts for the agency's major construction and improvements.

Capital expenditures totaling \$530,738 include \$379,585 for the Washington/Oak/Kane Improvements, \$119,559 for the Charles Gardiner Bike Improvement, \$14,591 for the Spruce/Parrot Improvement, and \$14,597 for the Stephens Street Improvement.

## ENTERPRISE FUNDS

### STORM DRAINAGE FUND

Storm Drain	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 1,616,205	\$ 416,760	26%	\$ 379,370
Expenditures:				
Operations	576,281	139,668	24%	140,335
Capital	922,500	54,727	6%	400,192
Balance-July 1	1,380,912	1,566,158	113%	1,099,947
Balance YTD	\$ 1,498,336	\$ 1,788,523		\$ 938,790

The Storm Drain Fund accounts for the revenues and operations of the storm drainage system. Year to date user charges of \$414,475 are the principal source of revenues.

Year to date Storm Drain Fund capital expenditures include \$54,563 for the Indianola Storm Improvement.

### WATER SERVICE FUND

Water	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 5,082,949	\$ 1,788,300	35%	\$ 1,687,102
Expenditures:				
Operations	3,729,033	889,484	24%	880,743
Capital	2,274,500	195,124	9%	48,239
Balance-July 1	3,825,731	4,160,611	109%	4,603,996
Balance YTD	\$ 2,905,147	\$ 4,864,303		\$ 5,362,116

The Water Fund accounts for the City's domestic drinking water utility. Activities are totally supported by charges for services.

Year to date Water Fund revenues of \$1,788,300 is primarily from charges for services. Revenues are \$101,198 more than the prior year.

The ending fund balance at September 30th is \$4,864,303.

### OFF STREET PARKING FUND

Off Street Parking	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 123,450	\$ 17,681	14%	\$ 32,503
Expenditures:				
Operations	146,722	21,072	14%	28,487
Balance-July 1	93,308	97,187	104%	86,925
Balance YTD	\$ 70,036	\$ 93,796		\$ 90,941

Off Street Parking revenues are from parking fines, meters, and parking rental fees in City owned lots. The ending fund balance at September 30th is \$93,796.

Effective November 1, 2012 the Downtown Roseburg Association, DBA Park-Smart, began providing parking enforcement services.

### AIRPORT FUND

Airport	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 923,300	\$ 90,587	10%	\$ 262,343
Expenditures:				
Operations	248,117	44,760	18%	48,945
Capital	625,000	(10,089)	-2%	2,377
Debt Service	125,288	-	0%	-
Balance-July 1	238,197	113,211	48%	153,853
Balance YTD	\$ 163,092	\$ 169,127		\$ 364,874

Current year Airport revenues include user charges of \$90,276.

Of particular note is the credit year-to-date balance for Airport capital outlay. At the end of the previous fiscal year the City accrued the retainage on the airport capital improvement projects to accurately reflect expenditures at the time they were realized or measureable. In order to simplify accounting in the current year the retainage accrual was reversed, however the retainage was not expended by the end of the quarter; hence the credit balance.

### INTERNAL SERVICE FUND

#### WORKERS' COMPENSATION FUND

The worker's compensation fund was established in 1987 to provide financing for the City's self-insured worker's compensation program. Internal charges to other departments provide resources to administer claims management.

Worker's Comp	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 303,000	\$ 76,299	25%	\$ 60,645
Expenditures:				
Operations	454,380	152,875	34%	133,536
Balance-July 1	457,757	233,202	51%	683,971
Balance YTD	\$ 306,377	\$ 156,626		\$ 611,080

An employee safety committee oversees safety and wellness programs for employees. The goal is to promote wellness and reduce work related accidents and injuries.

An actuarial review is completed every two years to ensure the program maintains reasonable reserves and funding levels.

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## ECONOMIC OUTLOOK

The September 2015 *Oregon Economic And Revenue Forecast* issued by the Office of Economic Analysis (OEA) reports that the current economic expansion just celebrated its sixth birthday and while the economic expansion has been somewhat lackluster with decent-but-not-great job gains and steady-but-subdued GDP growth, there are few signs that the expansion is about to end any time soon. As for Oregon, OEA reports that “The Oregon economy is at full-throttle growth. Jobs and income are increasing as fast, if not faster than during the mid-2000s. Given demographic trends, such rates of growth are considered full-throttle.” The OEA also reports that there are “. . . indications that Oregon is seeing a deeper labor market recovery. Wages for the average Oregon worker are increasing quicker than in the typical state, and above the rate of inflation.”

Of course, despite the economic expansion that is underway, Oregon has not fully healed from the Great Recession and one of the largest economic concerns that is beginning to garner a lot of attention is the participation gap – the difference between the share of the population with a job or looking for work and what the rate would be when operating at full strength. As this is an emerging issue we will expand on this element further on in this outlook.

### ***U.S. Economy***

While currently the national economy may be characterized by decent-but-not-great GDP, job growth, low inflation and subdued wage gains, the brightest economic indicator is the national unemployment rate which was 5.3 percent in July.

Despite the lackluster gains to our national economy, it has proved to be remarkably resilient in the face of multiple growth headwinds. While the economy appears to have shrugged off the ongoing Greek debt crisis, the Arab Spring and broader Middle East unrest, the Ukrainian invasion and a nuclear disaster in Japan, today the U.S. faces worse terms of trade due to a strong dollar, weakening global growth and a significant downturn in China which happens to be the world’s second largest economy producing a third of the world’s economic growth since 2010.

Forecasted growth for the world’s economy is expected to improve in 2016, it will however be at slower rates than in recent years. The slower international growth (which is an effective indicator of international demand for U.S. and Oregon products and services) when coupled with a much stronger U.S. dollar acts as an anchor to growth, in fact, “U.S. exports are down over the past 12 months, even further than can be explained by the West Coast port labor issues alone. Overall the U.S. dollar has appreciated (strengthened) nearly 20 percent against the currencies of its major trading partners over the past 18 months. . . . Such appreciation makes U.S. and Oregon based products more expensive to foreign consumers, slowing exports and weakening one pillar of economic growth.”

Despite the much stronger U.S. dollar and other economic headwinds, the U.S. expansion is expected to continue in the near future as the economy proves resilient again and again.

### ***Oregon Economy***

Oregon’s Office of Economic Analysis forecasts that “The current pace of economic growth is expected to be maintained throughout the 2015-17 biennium.

As stated at the outset, the pace of improvement in Oregon’s labor market is considered to be “full throttle” as the state added over 50,000 jobs this past year at a 3.4 percent growth rate. With the labor force growing slowly with Baby Boomers retiring and Millennials entering, “. . . job growth north of 3 percent is as strong as can be expected.” It is important to note that Oregon’s is more than one percentage point faster than the typical state.

The Office of Economic Analysis tracks four main sources for job data: the monthly payroll employment survey, the monthly household survey, monthly withholding tax receipts and quarterly census of employment and wages. Currently, the four measures “. . . are showing relatively strong improvements with jobs being added, wages increasing, and the unemployment rate declining over the past year.”

The large declines in the unemployment rate which started the year have dissipated (as forecasted by the OEA previously) and the rate has increased over the summer back to its post Great Recession trend. Regardless of the recent statistical noise, given the broader trends, OEA forecasts that 2015 will look better. “Oregon’s economy is on the upswing, showing strong gains across nearly all measures.”

Perhaps one of the most important measures is wage growth. The OEA reports that “. . . wages in Oregon are increasing at nearly 8 percent per year, which is better than during the mid-2000s expansion but still a notch below the 1990s gains of 10 percent per year. Average wages per worker are currently increasing 3-4 percent per year, which is faster than inflation, albeit not considerably so.

The most recent job growth rankings published by the Arizona State University’s W.P. Carey School of Business, places Oregon 4<sup>th</sup> in the nation for job growth in June. Comparing recent numbers it becomes clear that Oregon’s job growth is accelerating as last year Oregon added 59,300 jobs or an increase of 3.4 percent, in 2013 Oregon ranked 11<sup>th</sup> in growth with an increase of 2.1 percent. Oregon’s recent rate of growth is the best it has experienced since 2006 at the height of the housing boom.

As stated at the beginning, the labor participation rate has been drawing more and more attention by economists. The OEA reports that July’s Oregon’s Labor Force Participation Rate (LFPR) of 60.2 percent is the lowest on record going back to 1976. This rate means that 4 out of every 10 adult Oregonians neither have a job nor are looking for work. It is very important to understand that much of the decline since 2000 was expected as the OEA notes “Given that the overall LFPR includes *all* Oregonians 16 years and older, aging baby boomers were always going to pull the measure down, along with the state’s influx of retiree migrants.” So why is this measure beginning to garner so much attention, well it matters because it is an indicator of the economies potential – more workers generally create more output which translates into increased sales and wages.



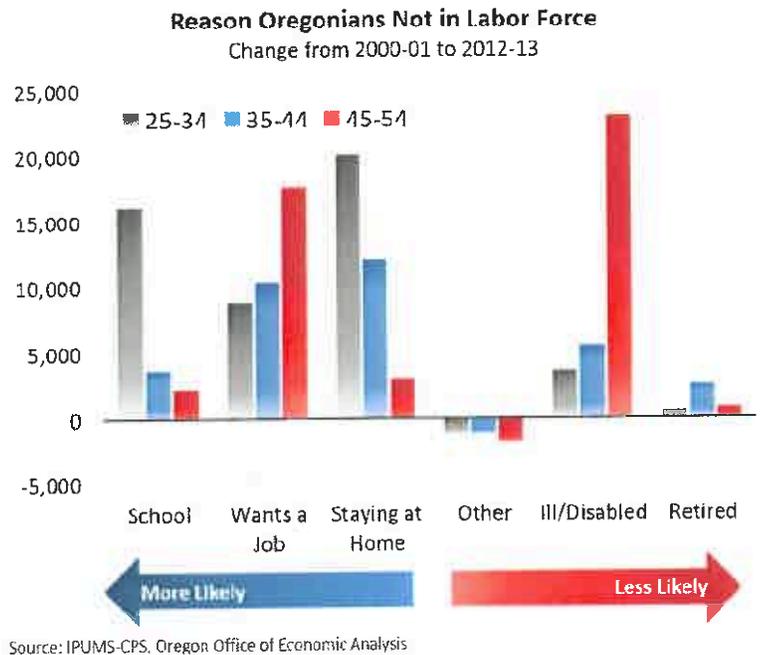
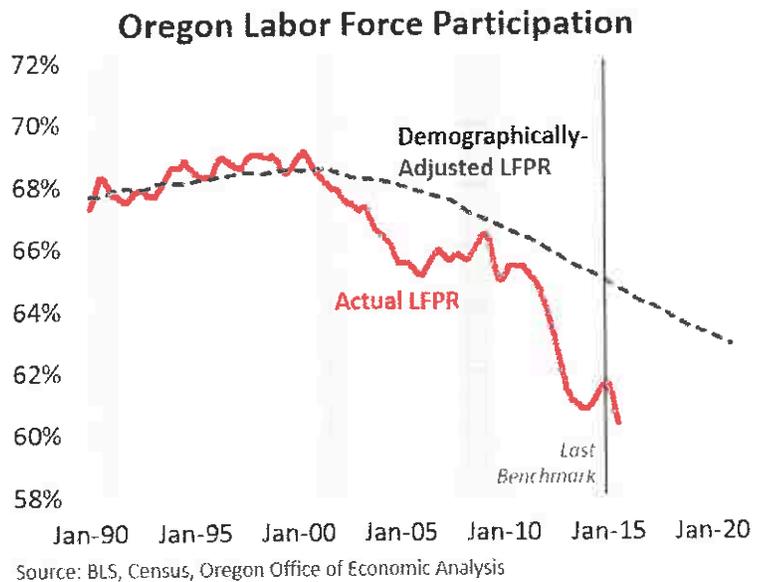
Per the OEA “... it is important to track the LFPR but also to take into account the aging demographics. As such, the dotted gray line on the right is a demographically-adjusted LFPR for Oregon. This is based on participation rates back to 2000 – arguably the last time the U.S. economy was operating at full capacity – and adjusts over time to shifting demographics. This makes the gray line a reasonable approximation for what the LFPR in Oregon would be if the economy was firing on all cylinders.”

“Clearly, actual labor force participation in Oregon is a few percentage points below the full capacity line. It is this participation gap – the difference between the red and gray lines – that truly matters for the health of the economy.”

While trends among the youngest and oldest populations have played a significant role in lowering the LFPR, lower participation rates among prime working age adults are lower as well. “This is the biggest potential issue in terms of future growth. The [adjacent] chart shows the relative changes for this population and the reason why they are not in the labor force. The reasons are ordered, subjectively, from the most likely to return to the labor force to least likely to return, from left to right.”

“The youngest group (25-34) has seen lower rates of participation, but for reasons that are fairly easy to reverse: school, a weak economy and staying at home with the kids. Changes among the oldest group (45-54) appear to be harder to reverse, although a stronger economy can and will pull some of these workers back into the labor force. The 35-44 year old group lies somewhere in between the others, although certainly skewing more toward the easier to reverse end with more discouraged workers and an increase in staying at home with the kids. Not that transitioning back into the workforce is easy, but provided the right opportunity exists – and it should in a stronger labor market – these individuals will at least be tempted to return.”

Looking to the future, IHS Economics projects Oregon’s economy to fare favorably to the rest of the nation. The state’s Real Gross State Product is forecasted to be the third fastest in the nation in terms of growth with gains averaging 3.8 percent through 2020. Total employment is forecasted to grow at an annualized rate of 1.8 percent and placing Oregon at 10 in the nation. Manufacturing employment is predicted to be the second fastest in the country at 1.7 percent and total personal income growth to be the ninth fastest at 5.3 percent per year. OEA is not quite so bullish, but also anticipates strong future growth.



**Douglas County**

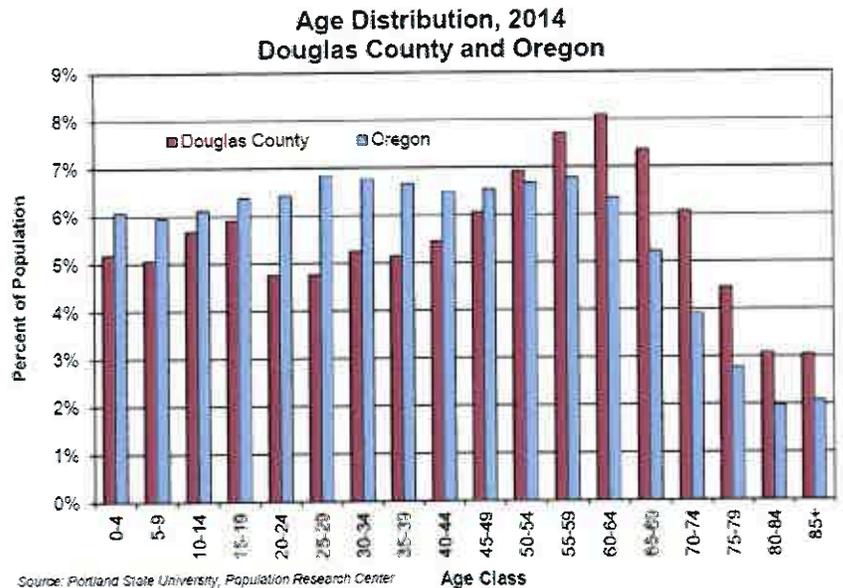
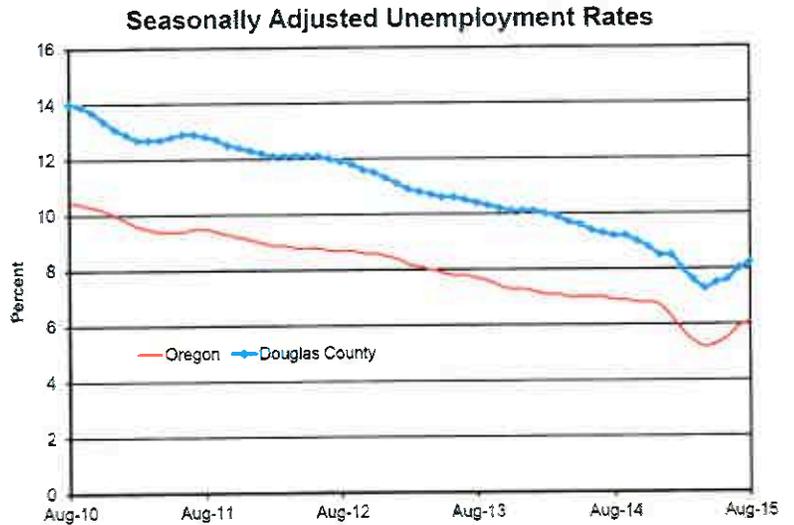
The State of Oregon’s Employment Department in October reported that “Douglas County’s seasonally adjusted unemployment rate increased from 8.0 percent in July to 8.2 percent in August.” While at first glance this may seem unfavorable, a closer look at the underlying numbers reveals that the labor force grew by 536 and jobs added were actually 617 which reflect a strengthening labor market. It is also important to note that August’s unemployment rate of 8.2 percent is a full percentage lower from a year ago when August’s unemployment rate was 9.2 percent.

Seasonally adjusted nonfarm employment grew by 30 in August marking the fourth consecutive monthly increase. Employment has increased nine out of the last 12 months. Additionally, Douglas County added 530 jobs over the year in August.

After the previous discussion regarding LFPR, it is important to understand Douglas County’s demographics as it pertains to the local labor force. The Employment Department reported “The statewide age distribution of Oregon’s population has two distinct high points – the age groups that include 45 to 64 year olds and the age groups that include 25 to 34 year olds. The former represents that baby-boom generation and the latter, the echo of the baby boom. While boomers are starting to reach early retirement age, the echo is in the workforce. The result may be a temporary skill shortage as more people retire than there are skilled people to replace them. How serious this skill gap will become is uncertain, but the aging of the baby boomers should create opportunities for younger people who develop the right skills. For instance, the aging of the baby boomers is expected to increase demand for health care workers, while retirements in this field will create additional job openings.”

In the last Quarterly Finance Report we highlighted a strengthening job market in Douglas County, this quarter we highlight a strengthening housing market as subjective evidence suggests; an article titled “Douglas County real estate sales on the rise” by Craig Reed and printed in the October 11, 2015 edition of the News Review reports:

- Lou Ann Osborn, President of the Douglas County Association of Realtors and principle broker and owner of Trueblood Real Estate in Myrtle Creek, reported that “My numbers for my company, comparing 2014 to



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2015, almost doubled,” and also that ““Business in the real estate industry over the past summer in Douglas County was “absolutely fabulous.””

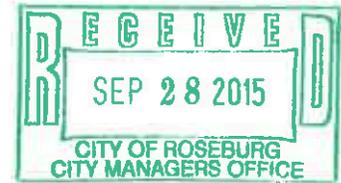
- “David Stribling, a principal broker at Berkshire Hathaway Home Services in Roseburg, said his company was up 21 percent year to date as of the end of September compared to the same 2014 time frame.”
- “Neil Hummel, a principal broker at Century 21 The Neil Company Real Estate in Roseburg, said the number of home purchases in the county is the highest since 2008.”
- ““In terms of sales and listings and the average price, those keep trending upwards,” Hummel said. “Those are good signs the economy is improving. There’s a big pent-up demand. Most buyers have more confidence in the economy so they’re now buying instead of renting.””
- ““People have waited and waited to buy and now they are taking the opportunity,” Stribling said, adding that many people are buying houses in the lower range are first-time buyers.”
- “According to numbers released by Roseburg Multiple Listing Service, the average price year to date for 2015 is \$184,000. In 2014, it was \$180,000. The market has been steadily improving since 2012 when the average sales price was \$120,000.”

## **A FINAL NOTE**

This quarterly report has been prepared to summarize and review the City’s operations and financial position for the first quarter of the 2015-16 fiscal year as of the month ending September 30, 2015, provide management with a financial planning tool, and monitor compliance with budget policy and Oregon budget law.

If you have questions about the report or would like additional information please contact Ron Harker, Finance Director, at (541) 492-6710 or via email at [rharker@cityofroseburg.org](mailto:rharker@cityofroseburg.org). We encourage you to visit our website at [cityofroseburg.org](http://cityofroseburg.org). The site is user friendly and contains information about the services we provide.

City of Roseburg, 900 SE Douglas Avenue, Roseburg, OR 97470  
Phone: (541) 492-6710  
Website: [CityofRoseburg.org](http://CityofRoseburg.org)



Mr. Lance Colley  
City Manager of Roseburg  
City of Roseburg

September 18, 2015

Dear Mr. Lance Colley

We hope this letter finds you well.

We want to express our heartfelt gratitude to you and everyone involved in the signing ceremony of the sister city relationship between the City of Roseburg and the City of Kuki on 2<sup>nd</sup> August.

We also want to say thank you for your sincere support of the various activities and events during our visit.

We will continually strive to improve our mutual understanding and strengthen the friendship between the City of Roseburg and the City of Kuki.

We hope for your continuing success and prosperity.

All the very best,

Kenji Tanaka  
Mayor of Kuki  
City of Kuki

Tadaaki Inoue  
President of City Council  
City of Kuki

拝啓 皆様におかれましては、ますます御健勝のこととお喜び申し上げます。  
さて、去る8月2日に、ローズバーク市と久喜市との間で、姉妹都市提携  
を締結することができ大変嬉しく存じます。

ローズバーク市滞在中に、皆様には、私達の様々な活動に対しまして、と  
ても温かな御協力と御支援を賜り誠にありがとうございました。

今後も、ローズバーク市と久喜市の交流につきましては、お互いを理解し、  
友情を深めていきながら、これまでの友好関係をさらに推進してまいりたいと  
存じますので、変わらぬ御高配を賜りますようお願い申し上げます。

結びに、ローズバーク市のさらなる御発展と皆様の今後ますますの御健勝、  
御活躍を祈念申し上げます、略儀ながら書中をもって御礼の御挨拶とさせ  
ていただきます。

敬 具

平成27年9月吉日

ローズバーク市 シティマネージャー

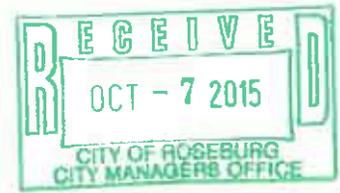
Lance Colley 様

久 喜 市 長

田中暄三

久喜市議会議長

井上忠昭



Mr. Lance Colley  
City Manager of Roseburg  
City of Roseburg

October 2, 2015

Dear Mr. Lance Colley

I am very surprised to hear the gun shooting incident occurred at UCC, and would like to offer my deepest condolences and sympathies to all the victims who got involved the rampage.

I sincerely hope all the citizens of Roseburg get over the sorrow without further delay. My thought are with everyone who has been affected by the incident and the dearest friends in Roseburg.

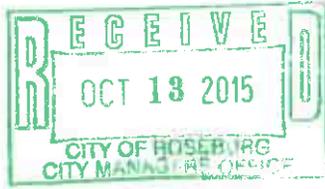
Sincerely,

Kenji Tanaka  
Mayor of Kuki  
City of Kuki

Tadaaki Inoue  
President of City Council  
City of Kuki



ILUSTRE AYUNTAMIENTO  
DE ARANDA DE DUERO



*Raquel González Benito*  
*Alcaldesa*

MR. LARRY RICH  
Mayor of Roseburg  
900 S.E. Douglas Avenue  
ROSEBURG OR 97470 (Oregon - USA)

Aranda de Duero, a 5 de Octubre de 2015

Dear Mr. Rich

From the Town hall of Aranda de Duero and in name of the arandinos, since Mayor I want to express our deeper pain and condolence for the tragic loss of human lives happened in the gunfire on Thursday, the 1st of October, in the Campus of UMPQUA's College.

We put near to all these young students who have died, near to the injured people, near to his families, near to the citizens of Roseburg.

From here, we want to send a message of support, fondness and moral force to all the citizens of Roseburg, to all our American "brothers", do of his pain ours pain, and encourage them to continue believing in one a society in which the freedom, the respect to the life and to the dignity of the people is the fundamental axis of the democracy.

Though the words cannot express the whole pain that we feel for the victims, from here we want to send our condolences to the village of Roseburg.

Our deepest sympathy.



D. FERNANDO GARCIA FLOREZ, Secretary General of the Illustrious City Council of de Town of de Aranda de Duero.

**I CERTIFY:** That the Local Government Board, in meeting held on October 2, 2015 the following resolution was adopted:

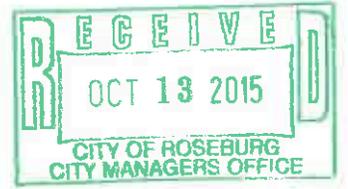
**30.2. MURDER IN ROSEBURG (OREGON)**

The Local Government, aware of de murders committed in the twin town of Roseburg (Oregón), in yesterday, you agree to declare a day of mourning in this town and lowering flags, showing their sympathy and condolences to the families.

And for the record and to take the appropriate purposes, except as provided in Article 206 of de Rules of Organization and Functioning Legal System of Local Governments, sign this certification, order and with the approval of Ms. Mayor, Aranda de Duero, October 5, 2015



APROVAL  
THE MAYOR,



The Honorable Mr. Larry Rich  
Mayor, City of Roseburg  
900 SE Douglas Avenue  
Roseburg, Oregon 97470

October 5, 2015

Dear Honorable Mayor,

It is with great sadness that I have learned of the heinous attack in Roseburg. This attack is above all an aggression against humanity and its universal values.

On behalf of the Consulate General of Turkey and myself, I would like to extend our sincere condolences to the victims and our deepest sympathy to their families.

Availing of this opportunity, please accept the assurances of my highest consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Gülrü GEZER".

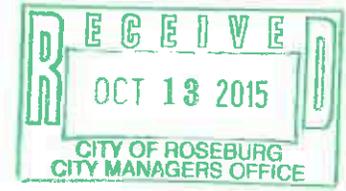
R. Gülrü GEZER  
Consul General

Newtown Municipal Center  
3 Primrose St., Newtown, CT 06470  
Tel. 203-270-4201  
Fax 203-270-4205



E. Patricia Llodra  
First Selectman  
203-270-4202  
pat.llodra@newtown-ct.gov

**TOWN OF NEWTOWN**  
OFFICE OF THE FIRST SELECTMAN



C. Lance Colley  
City Manager  
900 SE Douglas Avenue  
Roseburg, Oregon

Dear Mr. Colley,

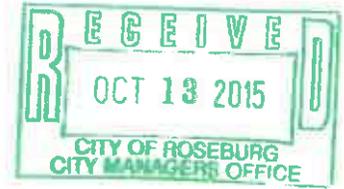
I am reaching out to you from Newtown/Sandy Hook, Connecticut, to express our sincere condolences and heart-felt sympathies for the tragedy your city has recently experienced. As you probably know, we too suffered a mass violence resulting in the deaths of innocent persons – and, like your event, our tragedy occurred in a school, the heart and soul of most communities.

We are together in this experience, with those many other towns and cities, which have suffered the same unspeakable acts of harm to innocent citizens. Please know that we have you in our prayers, in our thoughts, and in our wishes for a path forward that helps your residents find peace and confidence in a bright future.

Please know, too, that we are available to help in any way possible. Having suffered the same hurt, we have learned some lessons about managing the crisis. We have learned, too, that it is the long-term and overarching consequences of the event that will press on the community for months, and years to come. Let us help if we can.

Sincerely,

E. Patricia Llodra  
10/5/15



October 7, 2015

Mayor Larry Rich  
City of Roseburg  
900 SE Douglas Avenue  
Roseburg, OR 97470

Dear Mayor Rich:

On behalf of the City of Eugene, Oregon, I want to convey our deepest condolences for the tragic shooting that took place at Umpqua Community College last Thursday. The thoughts and prayers of all of us in Eugene are with the Roseburg community, the staff and students at Umpqua Community College, and the families and friends of those who were killed or injured.

As your neighbor to the north, the unspeakable sorrow inflicted on your city reverberates strongly among us. We know Roseburg to be a tight-knit, proud community that many of our residents have close ties and connections to. Like so many others here and around the country, the students and staff on UCC's campus that day were pursuing their dreams and goals - working to educate themselves and contribute to their families and their community in meaningful, self-affirming ways. Their encounter with such senseless violence in a peaceful, positive setting demonstrates that acts of hate can and do happen everywhere. It is an overwhelmingly painful time for everyone affected.

We stand with the Roseburg community in solidarity against allowing these atrocities to define or defeat us. We must work harder to build a society where people do not need to fear for their safety as they go about their daily lives. We know there is much to do, and that commitment and collaboration are required in order to end this violence in our cities and nation, but it is an effort we must all embrace so that we can move forward towards greater peace and security.

I offer any support we can give to you and the citizens of Roseburg as you cope and heal in the aftermath. Although our hearts are heavy with grief, we are also confident that Umpqua Community College and the Roseburg community will prove resilient and move through this difficult time with grace, strength and determination. Hope and love will prevail.

We send our thoughts and prayers for healing and recovery to you all.

Sincerely,

Kitty Piercy  
Mayor of Eugene



October 5, 2015

Larry Rich, Mayor  
City Council Members  
City of Roseburg, Oregon  
900 SE Douglas Avenue  
Roseburg, Oregon 97470

Dear Mayor Rich and City Council Members:

On behalf of the citizens of the County of Franklin, Virginia and the Franklin County Board of Supervisors, we convey our heartfelt condolences and prayers to the families and loved ones of the many whom were affected by the unspeakable atrocity committed at the Umpqua Community College shooting in the City of Roseburg. We offer our prayers and gratitude to the police and public safety personnel who responded to the incident.

We stand with you as Virginians and as Americans, and we will keep you and your residents in our thoughts and prayers.

May God Bless the City of Roseburg community.

With Kindest Regards,

E. Cline Brubaker  
Chairman

Cc: Franklin County Board of Supervisors  
Brent Robertson, County Administrator  
Christopher Whitlow, Deputy County Administrator  
Sharon Tudor, Clerk

W. BRENT ROBERTSON  
COUNTY ADMINISTRATOR  
1255 FRANKLIN STREET, SUITE 112  
ROCKY MOUNT, VIRGINIA 24151  
(540) 483-3030  
brent.robertson@franklincountyva.gov  
www.franklincountyva.gov

Aug 9, 2015

Dear Mayor Rich,

I was saddened over the tragedy that visited your city. It was senseless and cruel and I hope your community can again find peace.

I am sure that you all will be relieved when the media spotlight will go away. I know I was relieved when the attention our local communities received after the Oklahoma City Bombing occurred finally ebbed. Junction City and Herrington, and Fort Riley Kansas were all over the news too long as the plot was hatched here and sadly to say both Timothy McVey and Terry Nicholls were former members of the Big Red One, my Division.

I just want to congratulate you on the courage you have shown over the past days. I know that many in your community denounced the president for visiting and those people are probably the most vocal if not unreasonable. Your stance of respectfully welcoming the president was admirable. Physical courage is one thing and is hard. I know the moral courage you have shown is harder.

I drove through Roseburg several years ago going to Crater Lake. I remember the beauty of the area. Peace be with all of you.

Sincerely,

James R. Talley

LTC, US ARMY Retired.

Box 306 Milford, KS 66514

# CITY OF SPRINGFIELD

OFFICE OF THE MAYOR AND CITY COUNCIL



225 FIFTH STREET  
SPRINGFIELD OR 97477  
541.726.3700  
FAX 541 726 2363  
[www.springfield-or.gov](http://www.springfield-or.gov)

October 12, 2015

Roseburg Mayor and Council  
City of Roseburg  
900 SE Douglas Ave.  
Roseburg, OR 97470

Mayor Rich and Roseburg City Council Members,

On behalf of the City of Springfield, we would like to extend our most sincere condolences to you and your community following the recent tragedy at Umpqua Community College. When something like this happens in your community, it affects everyone deeply and for years to come.

Sadly, we understand the pain your community is experiencing. We also understand how such a tragedy can bring a community together, showing the true character of its citizens. The citizens of Roseburg and the surrounding communities have displayed their character through compassion, respect and support. The strength of your community has been evident and is now known throughout the world. We hope that strength is what will be remembered and carried on through the years.

Our thoughts and prayers continue to be with the victims, their families and loved ones, and your entire community as you grieve and as you begin to heal.

Sincerely,

Christine Lundberg, Mayor

Sean VanGordon, Councilor

Hillary Wylie, Councilor

Sheri Moore, Councilor

Dave Ralston, Councilor

Marilee Woodrow, Councilor

Joe Pishioneri, Councilor

Mayor Larry Riehl  
Roseburg City Hall  
900 S. Douglas Ave.  
Roseburg, OR 97970

Diane E. P. Walker  
2401 N.E. Blakeley St, #107  
Seattle, WA 98105-3277

Oct 2, 2015

Dear Sir,

Please convey to UCC Surviving Victims, grieving Parents and families, UCC Staff, Emergency Responders, Drs, Nurses, Counselors and all - my deepest sympathy.

When traveling with my parents we stopped 2 times as guests in your beautiful, charming community. Altho it was years ago I still have a fond spot for Roseburg in my heart.

I'm sure your compassionate closing of school for a week and having grief Counselors with the students and everyone is helpful, as is having everyone remain in Caring Communication and in close touch, will help speed relief, encouragement and recovery.

Great cheers for Chris Mintz - a Real Hero!  
Know I'm praying and pulling for you all to get thru this as rapidly as possible; healing for the injured, adjustment, Peace and solace for the bereft.

A Caring New Friend,  
Diane E. P. Walker

October 9, 2015



Larry Rich  
Mayor of City of Roseburg  
900 SE Douglas Avenue  
Roseburg OR 97470-3397

Dear Mayor Rich,

I am writing to express my deepest sympathies to you and the people of Roseburg for the loss of so many lives in the tragic shooting that took place on October 1.

I hope that people will find a way forward to happiness and peace in the future.

I know you will all be working toward that goal and that you all are held in my heart and the hearts of many as you face this.

Sincerely yours,

Handwritten signature of Laura Arcidiacono in black ink.

Laura Arcidiacono  
20725 SW Shoshone Ct  
Tualatin OR 97062



*I found this letter  
in the pocket of  
my old blue jeans*

*I think I will give you a mountain.  
Yes, a mountain! It will be only yours.  
Please don't be afraid.*

*I will give you a mountain with a strong  
foundation. There will be pine trees  
growing on the slopes of the mountain side.  
In the shade of the trees, you can lie  
and rest your body, or gaze at the wild  
flowers growing among the abundant patches  
of green grasses on the mountain slopes.  
You will see wild animals passing by, and  
they may stop and gaze awhile. The mountain  
is their home, and they will bring you no  
harm if you do likewise.*

*There are clear, cold, sparkling streams to  
drink from. Their water is particularly  
soothing and some say it has healing powers,  
and will give you strength when weary.*

*The lovely wild flowers are at home there, and  
they give off their sweet fragrance to the  
forest winds, so that you smell them everywhere  
... mingled with the clean, fresh  
scent of the pines.*

*The moon shines softly there on the mountain  
... it will light your way wherever you go.  
You don't ever have to be afraid or fear.*

*The low hanging boughs will give you shelter  
at night ... they will make you a soft bed to  
lay upon while you sleep.*

*You need never go hungry on the mountain  
... for there are many wild berries to pick  
from. They are particularly sweet and juicy  
in the late summer, and if you are careful,  
you can store them up for the long winter  
ahead.*

*Nothing wicked or vile grows there ... it is  
forbidden by the gods. War has never touched  
the mountain.*

*So ... I think I will give you a mountain ... it's  
just for you!*

*(the letter was signed j. feathers)*

*© 1986*

*Barbara Scott-Darvis*

Mayor Larry Rich  
900 SE Douglas Avenue  
Roseburg, Oregon 97470



Friday, October 9, 2015

Dear Mayor Larry Rich:

My name is Doris Washington. I am a spiritual writer, poet, and author of five books of inspiring poems. I also read my poems at nursing homes, schools, church and community. I reside in Harrisburg, Pennsylvania with my husband and son John who has autism. And I would like to express my deepest condolences for the loss of 9 people killed at your Umpqua Community College of Roseburg, that occurred on Thursday, October 1, 2015. I have the families of the loved ones who were lost in my prayers.

I thought your city and community of Roseburg, would be comforted by this poem of hope that I wrote *Each Day I Awake*. This poem is also in my fourth book called *A Time, A Season and Always Love*, that is also enclosed in this package. The poem is also on page 83 in the book. And I have enclosed a copy of the poem *Each Day I Awake* for if you would like to share to the families and to your community.

May this book of poems I wrote and the poem I wrote enclosed be a comfort and healing to the families and your community. Please feel free to share the book of poems and poem to the families and your community. You are in my deepest thoughts and prayers.

My Deepest Thoughts and Prayers,

Doris Washington  
Author / Spiritual Writer / Poet/ Autism Disability Advocate  
DORIS' POEMS  
203 South 28<sup>th</sup> Street  
Harrisburg, Pennsylvania 17103  
Phone: (717) 238-0522  
Cell Phone: (717) 580-3272  
Email: [Djeanw831@aol.com](mailto:Djeanw831@aol.com)



## *Each Day I Awake*

*The world is most beautiful  
When the sun shines on a-  
Snow-capped winter's morning.*

*The world is most beautiful  
When spring is in full bloom-  
Trees of Cherry Blossoms,  
And gardens of flowers all around.*

*The world is most beautiful  
When summer nights showcase the stars above-  
No matter where you are.*

*The world is most beautiful  
When autumn leaves keep falling  
On those cool days just before winter.*

*And the world is most beautiful –  
Each day I awake-  
I still see Love no matter  
Where I may be- I see Love-  
With the hope for an even brighter tomorrow-  
Each Day I Awake.*