

**ROSEBURG CITY COUNCIL AGENDA – NOVEMBER 14, 2016**  
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. OPOA Agency Award – Roseburg Medal of Honor 1, Roseburg Medal of Honor 2 and Critical Incident Response Award
5. **Commission Reports/Council Ward Reports**
6. **Special Introduction**  
A. Dr. Debra Thatcher, Umpqua Community College President
7. **Special Presentation**  
A. The Partnership Annual Report
8. **Audience Participation – See Information on the Reverse**
9. **Consent Agenda**  
A. Minutes of October 24, 2016 Regular Meeting
9. **Public Hearing**  
A. Fir Grove Playground Equipment Cooperative Purchase
10. **Department Items**
11. **Items From Mayor, Council or City Manager**
12. **Informational**  
A. Activity Report
13. **Executive Session ORS 192.660(2)(i) – City Manager Annual Evaluation**
14. **Adjournment**

**\*\*\* 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).***

ROSEBURG CITY COUNCIL  
AGENDA ITEM SUMMARY

*11/8/16*

MAYOR REPORT A  
11-14-2016



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**OPOA First Responder Award - Umpqua Community College Tragedy**

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Meeting Date: November 14, 2016  
Department: Police Department  
[www.cityofrosburg.org](http://www.cityofrosburg.org)

Agenda Section: Mayor Report  
Staff Contact: Chief Jim Burge  
Contact Telephone Number: 492-6760

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**ISSUE STATEMENT AND SUMMARY**

On October 1, 2015, Douglas County law enforcement, fire, ambulance personnel, attorneys and victim's assistance professionals from the District Attorney's Office responded to the tragedy at Umpqua Community College. On November 4, 2016, first responders of Douglas County and Detective Sergeant Joe Kaney and Detective Todd Spingath were honored for their actions related to the response to the tragedy at Umpqua Community College at the Oregon Peace Officers Association (OPOA) awards banquet at Spirit Mountain Casino in Grand Ronde, Oregon.

The Oregon Peace Officers Association awards banquet is the premier recognition event for the entire Oregon law enforcement community.

**CRITICAL INCIDENT RESPONSE AWARD**

**Criteria:**

**The Critical Incident Response/Unit Citation Award may be awarded to an established group that distinguishes themselves and brings credit to the law enforcement profession by highly credible and unusual acts in the performance of police duties. Such acts shall significantly rise above the expected norms of police or community service.**

Representatives from the Roseburg Police Department, Roseburg Fire Department, Douglas County Sheriff's Office, Douglas County Emergency Communications, Douglas County Fire District #2, Bay Cities Ambulance, Oregon State Police, Winston Police Department, Sutherlin Police Department and Douglas County District Attorney's Office were nominated and selected to receive the Critical Incident Response Award.

**MEDAL OF HONOR AWARD**

**Criteria:**

**The Medal of Honor may be awarded to individuals who, while serving in an official capacity with their law enforcement agency, distinguish themselves conspicuously by the performance of a heroic act in excess of normal demands of police service, and where the person was fully aware of an imminent threat to his or her personal safety. The Medal of Honor is the highest award bestowed upon a law enforcement officer.**

Detective Sergeant Joe Kaney and Detective Todd Spingath were nominated and selected to receive the Medal of Honor Award.

**Conclusion:**

The first responders and law enforcement officers who were honored at the awards banquet are a shining example of the quality of professional public servants dedicated to ensuring the safety of the City of Roseburg and Douglas County. I am very proud and honored to be associated with such a fine group of men and women.

*Handwritten signature and date: 11/17/16*



# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

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## The Partnership Report

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**Meeting Date:** November 14, 2016  
**Department:** Administration  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section:** Department Items  
**Staff Contact:** Lance Colley  
**Contact Telephone Number:** 541-492-6866

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### ISSUE STATEMENT AND SUMMARY

Partnership Executive Director Wayne Patterson and Partnership Board Chair Dave Sabala will present the annual report to the Council.

### BACKGROUND

**A. Council Action History.**

The City, Douglas County, the Chamber of Commerce and CCD Business Development Corporation have been in a partnership since 2000 to jointly fund an Economic Development Director to work on behalf of the partners to recruit and retain business in Roseburg.

In August 2011, the Council approved new bylaws for the organization. City Councilor Lew Marks and City Manager Lance Colley sit on the Partnership Board of Directors. Those bylaws were recently reviewed by the City Council on August 8, 2016. No action was taken.

**B. Analysis.**

Monthly updates from Patterson are emailed to the Economic Development Commission and City Council. Additionally, the EDC receives reports during their quarterly meetings.

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

By agreement, the City contributes \$50,000 annually to The Partnership from the Economic Development Fund.

**D. Timing Issues.**

None.

### COUNCIL OPTIONS

None at this time.



**MINUTES OF THE REGULAR MEETING  
OF THE ROSEBURG CITY COUNCIL  
October 24, 2016**

Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on Monday, October 24, 2016, in the City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon. Councilor Marks led the Pledge of Allegiance.

ROLL CALL

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

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Fire Chief Gregg Timm, Police Captain Jerry Matthews, Community Development Director Brian Davis, Human Resources Director John VanWinkle, Management Technician Debi Davidson and Kyle Bailey of KQEN Radio.

MAYOR REPORTS

Rich proclaimed November 10, 2016 as "Rear Admiral Nancy A. Norton Day." Jim Little and Jerry Anderson accepted the proclamation and noted Rear Admiral Norton will speak to Roseburg High School students and participate in the Veteran's Day Parade.

Councilors were reminded of the Veteran's Day Parade at 11:00 a.m. on November 11, and to submit their City Manager evaluation forms to staff by October 31<sup>st</sup>.

COMMISSION REPORTS/COUNCIL WARD REPORTS

McDonald reported the Airport Commission discussed items that are included on the City Council and Urban Renewal Board agendas.

Hawks reported the Historic Resources Review Commission toured the Arts Center. Plans are in the works to commemorate the building's 100<sup>th</sup> anniversary next year.

Marks reported The Partnership meeting included the following reports: 1) discussions are occurring with another university and the Veterans Administration regarding the medical education proposal; 2) trans-ocean high speed internet cable that runs through Douglas County; 3) timber industry; 4) 1000 unfilled jobs in our area, primarily for skilled trade workers; 5) the Jordan Cove Energy Project is back into consideration.

SPECIAL PRESENTATION – BRIAN DAVIS

Community Development Director Brian Davis was commended for his contributions to the City. Davis will be relocating to Federal Way, Washington, to serve in a similar capacity.

DOUGLAS COUNTY LIBRARY

Douglas County Commissioner Chris Boice pointed out that the General Election includes a measure to establish a library system taxing district. Whether the measure passes or fails, he asked the Council to give thoughts on plans which must be formulated for library operation. He noted that the importance of the library was never questioned, but the question

of how to fund the service is a difficult question the County is addressing for all County services. Upon taking office in January, newly-elected Commissioner Gary Leif will be appointed to serve as Library liaison.

Further to Marks' Partnership report, he stated the highest capacity trans-pacific internet connection comes onshore and travels through a portion of Douglas County. Douglas County rates very high for industrial sites that may have water capacity to serve technology industry. The County is determining how that can be enhanced and what opportunities exist because of the internet availability.

#### AUDIENCE PARTICIPATION

Sandra Huffstutter, 700 Cross Creek Road, stated library supporters have researched funding alternatives since 2005 and determined that the only stable solution is formation of a library district funded with a modest property tax.

Charlotte Herbert, 1224 NE Walnut Box 106, asked what plans Roseburg has for library services and what has been budgeted for those services.

Allen Huffstutter, 700 Cross Creek Road, asked about alternatives for operating the library and questioned whether compression really has an impact on local funding since assessed values have increased.

Karen Tolley, 321 Tanglewood Lane, supported the library and opposed implementing user fees as an option for library funding.

#### CONSENT AGENDA

Ryan moved to approve the following Consent Agenda items:

- A. Minutes of October 10, 2016 regular meeting.
- B. Minutes of October 10, 2016 special meeting.
- C. Cancellation of December 26, 2016 meeting
- D. Lease assignment of Airport Corporate Hangar #18 from R.E. Noah Company to Clint Newell Motors.

Motion was seconded by Marks. A friendly amendment was approved to change the date on the special meeting minutes from October 24 to October 10. Motion was then voted on and carried unanimously.

#### ORDINANCE NO. 3477 - ZONE CHANGE FOR CONVEY KEYSTONE PROPERTY

Cox read Ordinance No. 3477 for the second time, entitled: An Ordinance Amending the Zoning of 5.92 Acres of Property at 485, 526 and 546 NE Chestnut Avenue, and 487 NE Ward Avenue From Mixed Use to Medium Industrial. Ryan moved to adopt the ordinance, seconded by Fazio. Roll call vote was taken and motion carried unanimously. Rich proclaimed the adoption of Ordinance No. 3477.

2016 LEAGUE OF OREGON CITIES/CIS SAFETY AWARD

VanWinkle reported that Roseburg received the "Gold Award" for safety for Oregon cities with 150-399 employees at the recent League of Oregon Cities Conference. The City had only one on-job injury for fiscal year 2015/2016 that resulted in time away from work compared to over 330,000 staff hours worked for that year. Colley thanked department heads and employees for their work and commitment to safety in the workplace.

Meeting adjourned at 7:35 p.m.



Debi Davidson  
Management Technician

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



11/17/16 PUBLIC HEARING A  
11-14-2016

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## Playground Equipment Cooperative Purchase

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Meeting Date: November 14, 2016  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Public Hearing  
Staff Contact: Nikki Messenger  
Contact Telephone Number: 541-492-6730

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### ISSUE STATEMENT AND SUMMARY

The adopted budget for 2016-17 includes funds for the purchase of playground equipment as part of a play area project at Fir Grove Park. The issue for Council is whether to authorize the purchase of the play equipment utilizing the City's membership in the Houston-Galveston Area Council (H-GAC) cooperative purchasing program.

### BACKGROUND

**A. Council Action History.** On March 9, 2015 Council authorized a grant application for funding to construct a new play area at Fir Grove Park. On June 8, 2015, Council authorized membership with H-GAC.

**B. Analysis.** City staff evaluated the quality, durability and design of play equipment from several manufacturers and chose equipment made by Landscape Structures, sold exclusively in Oregon by Ross Recreation. In the past, the City has purchased playground equipment through the Oregon Procurement Information Network (ORPIN), which is a method that allows the City and other agencies to reach suppliers in order to procure goods and services. However, ORPIN no longer offers playground equipment through their plan.

The City joined a different cooperative purchasing program in 2015 called the Houston Galveston Area Council (H-GAC). The H-GAC is a regional planning commission and political subdivision of the state of Texas that has instituted a cooperative purchasing program to allow other eligible members to utilize H-GAC's pricing. The H-GAC has become a large asset to government purchasing power, saving both time and money. Over 85 local government agencies throughout Oregon are current members, including 31 Oregon cities. Purchasing through the H-GAC plan will provide a 6% discount on the equipment.

**C. Financial and/or Resource Considerations.** The FY 16-17 budget includes \$625,000 in project funding utilizing a combination of sources. The City received a quote from Ross Recreation of \$68,943 for the purchase of play equipment manufactured by Landscape Structures. The quote includes a 6% discount offered through H-GAC.

Cost estimates and funding breakdowns are summarized below.

<b>Costs</b>	<b>Amount</b>
Play Equipment	\$ 68,943
Splashpad Equipment	\$ 210,000
Equipment Installation	\$ 95,000
Playground Surfacing	\$ 40,000
Equipment Building	\$ 13,000
Landscape & Amenities	\$ 29,600
Restroom upgrades	\$ 10,000
Archeology	\$ 7,500
Construction (concrete,etc)	<u>\$ 150,957</u>
<b>Total Est. Project Cost</b>	<b>\$ 625,000</b>

<b>Funding Sources</b>	<b>Amount</b>
State Park Grant Award	\$ 305,000
Roseburg Morning Rotary	\$ 107,000
Additional Donations/Awards	\$ 15,500
Stewart Trust	\$ 40,000
Park Improvement Fund	<u>\$ 157,500</u> (\$115,000 pending grant requests)
<b>Total</b>	<b>\$ 625,000</b>

**D. Timing Issues.** Staff seeks to order the equipment by December 5<sup>th</sup>, before a price increase by Landscape Structures goes into effect. The equipment will be shipped in early 2017 and stored at the Public Works shop until construction begins, which will likely be in late spring of 2017.

**COUNCIL OPTIONS**

The City Council has the following options:

- 1) Approve the purchase of playground equipment from Landscape Structures for \$68,943 utilizing pricing through H-GAC; or
- 2) Request additional information; or
- 3) Not approve the purchase of the playground equipment at this time.

**STAFF RECOMMENDATION**

The Parks & Recreation Commission discussed this purchase at their November 2, 2016 meeting. The Commission recommended that Council approve the purchase of the playground equipment from Landscape Structures for \$68,943 utilizing the H-GAC cooperative purchasing mechanism. Staff concurs with this recommendation.

**SUGGESTED MOTION**

*I move to award the purchase of playground equipment for the Fir Grove Park from Landscape Structures in the amount of \$68,943 through the H-GAC purchasing plan.*

**ATTACHMENTS**

Public Hearing Notice

*CLC*  
*11/17/16*

INFORMATIONAL A  
11/14/2016

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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## ACTIVITY REPORT

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**Meeting Date:** November 14, 2016  
**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 November 14, 2016, meeting, I provide the following items:

- Department Head Meeting Agendas
- Tentative Future Council Agenda Items
- City Manager Weekly Messages



Agenda  
Department Heads Meeting  
October 25, 2016 – 10:00 a.m.

1. Review October 24, 2016 Council Meeting
2. Review Tentative November 14, 2016 Council Meeting
3. Tentative Future Agenda
4. Document Signing/Grants
  - Homeland Security Grant
  - Christmas tree lighting right-of-way permit
5. Legal Opinions
6. Police Response Referrals
7. CCD Transition Plan
8. TSP Committee Recommendations
9. Department Items



Agenda  
Department Heads Meeting  
November 7, 2016 – 10:00 a.m.

1. Review Tentative November 14, 2016 Council Meeting
2. Tentative Future Agenda
3. Document Signing/Grants
4. Property Registration Services – Vacant/Foreclosed Properties
5. Public Records Request – Estimate of Fees
6. Cell Phones
7. IT Project Update
8. Department Items

**YEAR END REPORTS**

Due to City Manager: December 8, 2016

Due to Mayor Rich: December 14, 2016

**CITY CONNECTION**

Publication Date: January 10, 2017

Article Submission Deadline: December 27, 2016

TENTATIVE FUTURE COUNCIL AGENDA

Unscheduled

- City Hall Entry/Finance Department Remodel
- Roadside Memorial Policy
- Urban Services Agreement
- Amending RMC 5.04 Water Rules and Regulations

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November 28, 2016

City Council Reports

- A. City Manager Contract

Consent Agenda

- A. Minutes of November 14, 2016

Department Items

- A. Umpqua Basin Urban Services Agreement
- B. Bid Award – Reservoir Hill Piping Phase 2
- C. Engineering Services Contract – Reservoir Hill Piping Phase 2

Informational

- A. Activity Report

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December 12, 2016

Mayor Reports

- A. Richard Weckerle Proclamation
- B. Election Results

Consent Agenda

- A. Minutes of November 28, 2016

Public Hearing

- A. Fir Grove Splash Pad Bid Award Through National Purchasing Partners

Informational

- A. Activity Report

Urban Renewal Agency Board Meeting

- A. Approval of Minutes
- B. Black Street Extension Engineering Design Contract

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January 9, 2017

Mayor Report

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

Council Ward Reports

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

Consent Agenda

- A. Minutes of December 12, 2016

Informational

- A. Activity Report

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**January 23, 2017**

Consent Agenda

- A. Minutes of January 10, 2017

Informational

- A. Activity Report – Municipal Court Quarterly Report

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**February 13, 2017**

Special Presentation

- A. CAFR Review – Auditor Scott Cooley
- B. Quarterly Financial Report – Quarter Ended December 31, 2016
- C. 2017-18 Budget Calendar

Consent Agenda

- A. Minutes of January 2, 2017

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

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**February 27, 2017**

Consent Agenda

- A. Minutes of February 14, 2017

Department Items

- A. The Partnership Annual Report

Informational

- A. Activity Report

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**March 13, 2017**

Consent Agenda

- A. Minutes of February 28, 2017

Department Items

- A. Visitors Bureau Annual Report

Informational

- A. Activity Report

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**March 27, 2017**

Consent Agenda

- A. Minutes of March 14, 2017

Informational

- A. Activity Report

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**April 10, 2017**

Mayor's Report

- A. Volunteer Recognition Month Proclamation

Consent Agenda

- A. Minutes of March 28, 2017
- B. 2017 OLCC License Renewal Endorsement

Informational

- A. Activity Report – Budget Calendar Reminder

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**April 24, 2017**

Consent Agenda

- A. Minutes of April 11, 2017

Informational

- A. Activity Report – Municipal Court and Financial Quarterly Reports

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**May 8, 2017**

Consent Agenda

- A. Minutes of April 25, 2017
- B. U-TRANS Services Contract

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

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**May 22, 2017**

Consent Agenda

- A. Minutes of May 9, 2017
- B. Fee Amendment Resolutions

Informational

- A. Activity Report

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**June 12, 2017**

Mayor Reports

- A. Camp Millennium Week Proclamation

Consent Agenda

- A. Minutes of May 23, 2017

Public Hearing

- A. Resolution No. 2017 – 2017/18 Budget Adoption

Informational

- A. Activity Report

Urban Renewal Agency Board Meeting

- A. Approval of Minutes
- B. Public Hearing – 2017/18 Budget Adoption

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**June 26, 2017**

Consent Agenda

- A. Minutes of June 13, 2017

Informational

- A. Activity Report

Executive Session

- A. Municipal Judge Evaluation

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**July 10, 2017**

Consent Agenda

- A. Minutes of June 27, 2017

Informational

- A. Activity Report

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**July 24, 2017**

Consent Agenda

- A. Minutes of July 11, 2017

Informational

- A. Activity Report – Municipal Court and Financial Quarterly Reports

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**August 14, 2017**

Consent Agenda

- A. Minutes of July 25, 2017

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

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**August 28, 2017**

Consent Agenda

- A. Minutes of August 8, 2017

Informational

- A. Activity Report

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**September 11, 2017**

Council Reports

- A. Implementation of Annual City Manager Performance Evaluation

Consent Agenda

- A. Minutes of August 22, 2017

Department Items

- A. Downtown Roseburg Association Annual Report

Informational

- A. Activity Report

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**September 25, 2017**

Mayor Reports

- A. Walk and Bike to School Day Proclamation

Consent Agenda

- A. Minutes of September 12, 2017

Informational

- A. Activity Report

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**October 9, 2017**

Consent Agenda

- A. Minutes of September 26, 2017

Informational

- A. Activity Report

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**October 23, 2017**

Consent Agenda

- A. Minutes of October 10, 2017
- B. Cancellation of December 26, 2017 Meeting

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Informational

- A. Activity Report – Municipal Court & Financial Quarterly Reports

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**November 13, 2017**

Consent Agenda

- A. Minutes of October 24, 2017
- B. Cancel December 25, 2017 Meeting

Informational

- A. Activity Report

Executive Session

- A. City Manager Annual Report

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**November 27, 2017**

Council Report

- A. City Manager’s Contract

Consent Agenda

- A. Minutes of November 14, 2017

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**December 11, 2017**

Mayor Reports

- A. Election Results
- B. Outgoing Councilor Acknowledgements

Consent Agenda

- A. Minutes of November 28, 2017

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Friday October 21, 2016

Good Friday afternoon everyone! Well, it's that time of year again folks. Ballots went out this week; I understand tax statements will be going out as well and many of you probably already received your voter's pamphlet. Good luck to all of our candidates for office. Being a volunteer elected official can be a thankless job, but I hope it is one of the most rewarding experiences each of you can have.

The Historic Resources Review Commission toured the Old Soldiers Home (Umpqua Valley Arts Center) in lieu of a regular meeting this week. The building was considered state of the art at the time: the long-width, short-depth floor plan was revolutionary in utilizing cross ventilation which helped bring fresh air to patients -- compared to the bulkier style at the time. UVAA is preparing for the 100<sup>th</sup> anniversary celebration in 2017 to commemorate the building. We will continue to work with UVAA as they prepare the celebration.

In recruiting, we have received a number of promising applications for the Parks Superintendent position, with top candidates scheduled to interview next week. Firefighter candidates that participated in and passed last week's written and physical tests have been invited back for interviews beginning the week of October 31, with a goal of a January 1 hire date. Written and physical tests for the recently closed Police Officer position will be held this weekend at UCC with interviews to come in November. Finally, the difficult task of filling Brian's shoes in the Community Development Director position will begin next week with an initial review of applications received so far.

The Economic Development Commission met Tuesday to discuss the award of a tourism grant for promotion at the Wildlife Safari as well as to hear reports from the Visitor's Bureau and The Partnership. The Commission had an opportunity to thank Brian Davis for all his work with them over the years and I would like to thank him again for his work with EDC as well.

On Wednesday, October 19<sup>th</sup>, 180 freshman students from Roseburg High School took a field trip to the Stewart Park Natural Area and participated in a 'hands on' learning event. Students worked for close to two hours removing weeds such as blackberries and teasel, and also planting new native trees and shrubs. The students also learned about the importance of the natural area in preserving habitat for local wildlife. The event was a joint effort between the City, the local BLM, and Roseburg High School. The City and BLM both provided tools and plants for the event.

On Thursday 10/20 at 10:20, employees were encouraged to “drop, cover and hold on” as part of the City’s participation in the “Great Oregon Shakeout” earthquake drill. Over 500,000 people across the State were registered to participate in the annual event to encourage individuals and organizations to review and update emergency preparedness plans and evaluate facility safety in the event of an earthquake. Participants across the state included businesses, schools, local governments as well as individuals. City employees also took the opportunity to practice emergency evacuation procedures to ensure continual training and evaluate effectiveness.

Public Works maintenance staff continues to work on storm maintenance to get ready for the rainy season. Leaf pick up will start next month and schedules will begin being posted on our PW website. Crews are putting in new storm and water lines on Sunset Avenue just east of the new Coastal store. Our contractor is waiting on the weather to clear up a little to pave Deer Creek path and the parking area adjacent to the City parking lot on Court and Jackson. Design work is continuing on Stewart Parkway and easement and property acquisition has begun.

The Police Department will be busy this weekend with the 3D Event at K-Mart (Drunk, Drugged and Distracted driving). A number of our officers will be involved with the community information and training event to help provide safer driving conditions in and around our community. The event will be held on Saturday from 11 am – 3 pm at the Roseburg Kmart Store. All local law enforcement agencies will be represented at this event. There will be a “crash car”, the OSP Mobile DUII Processing Center, McGruff the Crime Dog, and various drunk and drugged driving awareness booths and information. Please stop by if you have an opportunity. Police Department personnel will also be providing traffic control for other events on Saturday in support of our non-profit partners.

It looks like the weather is finally clearing so have a great weekend everyone. We will see you all Monday evening!

Friday October 28, 2016

Good Friday afternoon everyone! Soooo, the weather has provided our area with some much needed rain, as we seem to be experiencing one of the wettest Octobers on record. The good news is that river levels are rising, the ground water levels will be replenished early and I am sure there are fall fish in the river. The bad news is, many of our construction projects have hit timing snags as wet ground has made it difficult to complete a couple projects since we have had measurable rain almost every day for the last three weeks. It appears we will end October with around 9 inches of rain where our normal totals for October are around 4 to 5 inches.

I would like to thank each of you for spending some very valuable time with me individually over the last couple of weeks. We have now finished each of our one on one meetings and the review of my evaluation is scheduled for November 14<sup>th</sup> in executive session. This has been a great opportunity to chat in a bit more detail about how things are going and how best we can move the organization forward. I look forward to scheduling a goal review and goal setting work study session early in the new year to help us focus on both human and financial resource allocation for the next couple years.

I think I mentioned before, but the Partnership for Economic Development applied for and received recognition for the Run to Roseburg/Envision Umpqua work that was completed earlier in the year. With funding from the City of Roseburg EDC, the Douglas County IDB, and significant pro bono work from Derek Adams and AHM Brands, we were able to roll out a significant image/media campaign around the Olympic Trials in Eugene. That campaign was recognized with this year's award for exceptional economic development marketing and promotion. This was a great team effort and we look forward to enhancing and expanding the "Envision Umpqua" work in the future. If you have not had a chance, please check out <http://theumpqualife.com/> and their Facebook page theumpqualife.



During the week I met with a representative from Seven Feathers Casino and Resort regarding potential economic development activities. I also attended an Umpqua Business Center meeting, Morning Rotary and the central Douglas County monthly Pastor's luncheon. It was a great opportunity to once again thank Morning Rotary for

their incredible community fundraising efforts for our new splash park and playground project that will break ground some time in the spring. I also had the opportunity to share issues of community concern with local pastors and discussed ways for the City and the faith community to partner to provide better outcomes for those in need and the entire community. We share many of the same concerns and by working together, we may be able to make some inroads in meeting needs in our community around food security, transitional housing and homeless outreach.

On Thursday, the Fire Department hosted Hazardous Materials training in cooperation with the National Guard's C.S.T. team (Civil Support Team) based out of Salem. The training was held at the National Guard Armory. Haz Mat teams from Roseburg, Eugene, Medford and Coos Bay attended. The National Guard CST team specializes in the defense against chemical, biological, radiological and nuclear (CBRN) threats. The training included multiple stations covering a variety of topics threats. Eugene's Haz Mat Team 2 showcased the new Haz Mat vehicle that will be provided to remaining regional Haz Mat teams in the future. The new vehicle is more efficient and effective for operations during Haz Mat incidents. Our Regional team should be getting new vehicles from the state in one of the upcoming budget cycles.

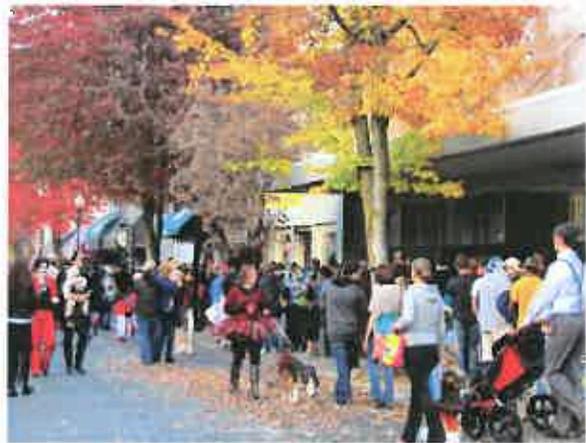
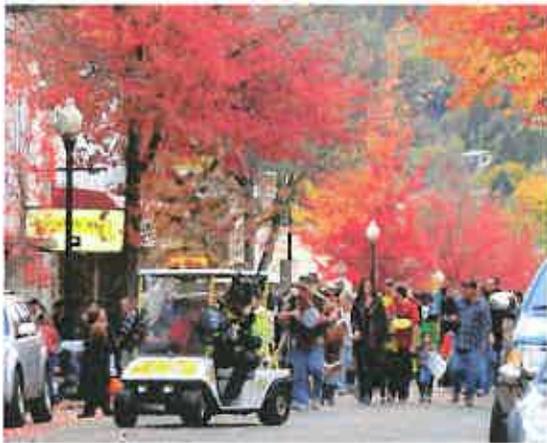


The Finance Department recently finished up work with our audit firm, Neuner, Davidson, Cooley & Rapp for the Year Ended June 30, 2016 financial audit. Ron and our finance staff will complete publication of this year's CAFR and PAFR in the near future and will submit each of those documents for recognition through the Government Finance Officers Association. Once these documents are completed they will be included on our website as part of our financial transparency efforts. I think that over time, citizens will come to appreciate the PAFR since it is more summary level information and provided in a readable format, rather than the more "accounting level" detail information that is provided in the CAFR. Thanks once again to Ron and the entire finance staff for work well done.

HR Director John VanWinkle and a number of Department Heads and admin staff are continuing work on hiring a number of positions for the organization. We conducted interviews for a parks position and scheduled interviews for a firefighter and police officer position. We are reviewing the first round of applications for a new Community Development Director. Hiring, training, and retaining great people is one of our most

important functions, so special thanks to John, Debi, Koree and each of the departments for their diligence in finding the right people for these important jobs!

It looks like this is the last weekend of the Umpqua Plein Air event and competition at the Umpqua Valley Arts Center which has been going on for the last six weeks. October 29th from 5:00-8:00 p.m. is the Wildlife Safari Zoobilee, a family friendly activity for all ages. The downtown Neewollah parade is taking place on Monday, October 31<sup>st</sup>. People will begin lining up at the corner across from City Hall to parade down Jackson Street and trick or treat at the local merchants on their way back to Douglas Avenue. This is a family friendly event that draws a large crowd each year. Jackson Street will be blocked from traffic during the event. Preparation for the upcoming Veterans Day Parade is also well underway. Have a great weekend everyone. Go Ducks!



	September 2016	September 2015	September 2014
Civilian Labor Force	46,793	44,755	44,363
Employed	43,840	41,713	40,752
Unemployed	2,953	3,042	3,611
<b>Unemployment Rates (seasonally adjusted)</b>			
Douglas County	7.1%	7.5%	8.7%
State of Oregon	5.5%	5.7%	6.6%

**September 2016 Gains & Losses:**

Selected net, over-the-year gains:



- Construction: +200
- Leisure-hospitality: +150
- Private Education and health services: +140
- Trade, transportation, utilities: +110

Selected net, over-the-year job losses:



- General merchandise stores: -70
- Nondurable good manufacturing: -30

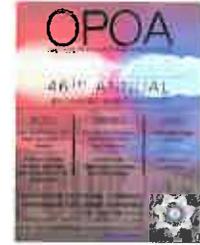
**Douglas County: Help Wanted On-Line, unique ads posted August 14-September 13, 2016**

Occupations by Major Groups, with examples	Occupation	Number of Unique Ads
Office and Administrative Support Occupations		118
	Customer Service Representatives (11 ads)	
	Receptionists and Information Clerks (11 ads)	
	Medical Secretaries (10 ads)	
Healthcare Practitioners, Technical Occupations		92
	Registered Nurses (27 ads)	
	Physical Therapists (11 ads)	
Transportation, Material Moving Occupations		89
	Heavy and Tractor-Trailer Truck Drivers (55 ads)	
	Light Truck or Delivery Services Drivers (8 ads)	
	Laborers and Freight, Stock, and Material Movers (6 ads)	
Sales and Related Occupations		86
	Retail Salespersons (16 ads)	
	First-Line Supervisors of Retail Sales Workers (9 ads)	
Building, Grounds Cleaning, Maintenance Occupations		42
	Real Estate Sales Agents (9 ads)	
	Janitors and Cleaners, Except Maids, Housekeeping Cleaners (17 ads)	
	Maids and Housekeeping Cleaners (15 ads)	
Others (18)	Landscaping and Groundskeeping Workers (5 ads)	
		346
<b>Total ads for this period</b>		<b>773</b>

**For additional labor market information: visit [QualityInfo.org](http://QualityInfo.org) for our new subscription service (see publications tab). [Annette.I.Shelton-Tideman@oregon.gov](mailto:Annette.I.Shelton-Tideman@oregon.gov) ; Oregon Employment Dept.; 541-530-0605 (cell)**

Friday November 4, 2016

Good Friday afternoon everyone. By the time you receive this I will be on the road to attend this year's Oregon Peace Officers Association Awards Banquet with Chief Burge, Captain Matthews and a host of Peace Officers and first responders from around the State of Oregon. Chief Burge nominated all of Douglas County's first responders for the unit citation/critical incident response award and Sergeant Joe Kaney and Detective Todd Spingath for the Medal of Honor award. Chief Burge will be on your November 14<sup>th</sup> Council Agenda to let you know the outcomes.



The annual downtown Roseburg Neewollah parade was held Monday early evening beginning across Douglas from City Hall and running south on Jackson to Mosher. City police and fire employees were on hand to participate with the kids and families, and many of our City Hall employees and a few City Councilors were also on hand. This is a fun opportunity for hundreds of local citizens to trick-or-treat in a safe positive environment in downtown.



Staff is hard at work developing a list of potential candidates to serve on the TSP committee that will begin meeting soon, and cover about a two year time frame. Councilor Kaser has volunteered to serve, as has Duane Haaland from Planning Commission, Stuart Liebowitz from Public Works Commission and possibly Don Baglien from Economic Development Commission. We have reached out to representatives from a number of organizations and entities representing freight, transit, bike/ped, healthcare, the disabilities network and schools. We will have representatives from the County, the Cow Creek Tribe and ODOT as well as the general public.

Did I mention the Cubs won!

The Parks Commission met Wednesday morning to evaluate and recommend a bid award for the park playground equipment portion of the Fir Grove spray park/playground project that will be constructed near the concession stand at the soccer fields in Fir Grove Park. The bid award, through Houston-Galveston Area Council cooperative purchasing program, will be on your next Council agenda and was unanimously

recommended by the Commission. Nikki and Barbara announced our application for "Tree City USA" was completed and submitted last week for review. We should hear sometime in early spring whether we will receive that designation.

Thursday I attended the Umpqua Basin Economic Alliance/Douglas County Chambers of Commerce summit held in Canyonville. Groups representing each community in Douglas County attended to share what is going on in their community and to work together to promote the entire county as a great place to visit and do business. Commissioner Susan Morgan provided a welcome and opening remarks along with Mickey Beach, current president of the UBEA (and member of our EDC). Afternoon programming included a presentation by CCD's Margaret Barber related to the upcoming Comprehensive Economic Development Strategy planning process that is updated periodically by the regional economic development districts, including CCD. If you would like to fill out their community survey you can find it at <http://ccdbusiness.org/wp-content/uploads/2016/10/2018-survey-Comprehensive-Economic-Development-Strategies.pdf>.

The paving portion of the Court Street parking lot/Deer Creek path extension project started Thursday. It was the first break in the weather we have had that allowed things to dry out enough to properly lay down the asphalt surface. When this project is complete, the lot will comply with City standards for parking lots and also extend the multi modal trail from Stephens Street along Deer Creek to Jackson Street. The ADA component will run north/south through the parking lot to Court Street and stairs will be constructed at Jackson to allow access to the trail at that point.



The dry weather this week also allowed the paint crew for RE Noah to paint the stairwell areas at the parking structure so the new stairway installation can begin. The rain had halted that project for almost a month. Hopefully they can now begin installation and construction of the pedestal signage and wrap that project up in the near future!

Since this week included a fifth Monday in October we are still a couple weeks away from our next Council meeting scheduled for November 14<sup>th</sup>. Have a great weekend everyone!!