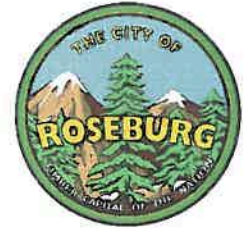


ROSEBURG CITY COUNCIL AGENDA – JANUARY 27, 2020
City Council Chambers, City Hall
900 S. E. Douglas Avenue, Roseburg, OR 97470



7:00 p.m. Regular Meeting

1. Call to Order – Mayor Larry Rich

2. Pledge of Allegiance

3. Roll Call

Beverly Cole

Bob Cotterell

Alison Eggers

Linda Fisher-Fowler

Ashley Hicks

Brian Prawitz

Andrea Zielinski

4. Mayor Reports

5. Commission Reports/Council Ward Reports

6. Audience Participation – See Information on the Reverse

7. Consent Agenda

A. Minutes of January 13, 2020 Regular Meeting

8. Public Hearing

A. Ordinance No. 3534 - Comprehensive Plan Amendment – Transportation System Plan, First Reading

9. Department Items

A. Requested Comment on Establishment of a Rural Renewable Energy Development Zone for Douglas County

B. Marijuana Dispensary Hours and Delivery Options

C. Council Goals – Future Work Study Sessions

10. Items from Mayor, City Council and City Manager

11. Adjourn

12. Executive Session ORS 192.660(2)

Informational

A. City Manager Activity Report

B. Municipal Court Quarterly Report

***** 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. 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.

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
January 13, 2020**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on January 13, 2020 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon. Councilor Eggers led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Beverly Cole, Bob Cotterell, Alison Eggers, Linda Fisher-Fowler, Ashley Hicks (arrived at 7:25 p.m.), Brian Prawitz and Andrea Zielinski.

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Prosecutor Jim Forrester, Human Resources Director John VanWinkle, Finance Director Ron Harker, Fire Chief Gary Garrisi, Community Development Director Stuart Cowie, Police Chief Gary Klopfenstein, Public Works Director Brice Perkins, Library Director Kris Wiley, Management Assistant Koree Tate, Kyle Bailey of KQEN and Scott Carroll of the News Review.

STATE OF THE CITY ADDRESS

Mayor Rich provided the State of the City Address highlighting the accomplishments of 2019 and expectations for 2020. A full text of the Address is included in the City Council Record.

COMMISSION CHAIR APPOINTMENTS

Mayor Rich made the following Commission Chair appointments:

Airport	Councilor Fisher-Fowler
Economic Development	Councilor Brian Prawitz
Historic Resources Review	Councilor Ashley Hicks
Library	Councilor Andrea Zielinski
Parks and Recreations	Councilor Alison Eggers
Public Works	Councilor Bob Cotterell

Councilor Cole was appointed to serve on the MedCom Board and Councilor Prawitz was appointed to continue serving on the MedCom Board. Councilor Cotterell was appointed to continue as the Veteran Services liaison.

BUDGET COMMITTEE RESIGNATION

Mr. Marshal notified Staff of his resignation effective November 26, 2019 due to the inability to meet city limit requirements as a result of moving outside city limits. Mr. Fazio notified Staff of his resignation effective December 2, 2019 due to retirement and travel. Councilor Prawitz moved to accept Nick Marshall and Kenneth Fazio's resignation from the Budget Committee, with regrets. The motion was seconded by Councilor Cotterell and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ECONOMIC DEVELOPMENT COMMISSION RESIGNATION

Mr. Allen notified Staff of his resignation effective December 13, 2019. Councilor Prawitz moved to accept Tim Allen's resignation from the Economic Development Commission, with

regrets. The motion was seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

COMMISSION APPOINTMENTS

Councilor Fisher-Fowler moved to reappoint Clint Newell to the Airport Commission. Motion was seconded by Councilor Cole and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

Councilor Prawitz moved to reappoint Mickey Beach and Misty Ross to the Economic Development Commission. Motion was seconded by Councilor Eggers and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

Councilor Hicks moved to reappoint Nicholas Lehrbach to the Historic Resources Review Commission. Motion was seconded by Councilor Cotterell and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

Councilor Zielinski moved to reappoint Marcia Belzner and Francesca Guyer to the Library Commission. Motion was seconded by Councilor Prawitz and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

Councilor Eggers moved to reappoint Kyle Bailey, Robert Grubbs and Leila Heislein to the Parks Commission. Motion was seconded by Councilor Fisher-Fowler and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

Councilor Cotterell moved to reappoint Noel Groshong, Vernon Munion and John Seward to the Public Works Commission. Motion was seconded by Councilor Cole and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

INTRODUCTION OF PUBLIC WORKS DIRECTOR

Ms. Messenger introduced Brice Perkins as the new Public Works Director. He started his position January 13, 2020. Mr. Perkins was the Assistant Public Works Director for the City of Medford and has known Ms. Messenger for several years. Ms. Messenger said she was excited he chose to be part of the Roseburg team.

CITY COUNCIL RESIGNATION – TOM RYAN, WARD 2

Councilor Tom Ryan resigned from his position on the Council effective January 1, 2020. Councilor Hicks moved to accept Tom Ryan's resignation with regrets from the City Council, to declare City Council Position 2 in Ward 2 as vacant and direct Staff to solicit applications from persons interested in filling such vacancy. The motion was seconded by Councilor Cotterell and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ELECTION OF COUNCIL PRESIDENT

At the first meeting of the Council each year or as soon thereafter as practical, the Council chooses someone to preside over the Council and perform the duties of Mayor in the absence of the Mayor from the City or in case of the Mayor's inability to act as such. Councilor Fisher-Fowler moved to appoint Councilor Cotterell to serve as Council President for 2020. Councilor Cotterell confirmed his interest in the position. Councilor Zielinski moved to appoint Councilor Prawitz to serve as Council President for 2020. Councilor Prawitz confirmed his interest in the position.

Mayor Rich asked those in favor to raise their hand for Councilor Cotterell. The vote included Councilors Eggers, Cole, Cotterell and Fisher-Fowler. Mayor Rich asked those in favor to raise their hand for Councilor Prawitz. The vote included Councilors Prawitz, Zielinski and Hicks. Mayor Rich announced Councilor Cotterell as the 2020 Council President.

CONSENT AGENDA

Councilor Cotterell moved to approve the following Consent Agenda Items:

- a. Minutes of December 9, 2019 Regular Meeting
- b. Minutes of December 16, 2019 Special Goal Setting Meeting

The motion was seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

RESOLUTION NO. 2020-01 – GOAL ADOPTION

Ms. Messenger reported Council had met in three special work sessions to discuss the 2020-2022 goals. During those discussions, they also reviewed and approved Action items to help guide staff on meeting the goals. Council consensus during the December 16, 2019 session was to bring back the six goals and applicable action items for formal approval during the January 13, 2020 regular council meeting. Ms. Messenger explained the next step was to begin reviewing all items for budget preparation and to schedule work sessions with Council. In response to Councilor Hicks, Ms. Messenger said she would begin reviewing schedules for meetings within the next couple of weeks. Work sessions would include topics for homeless, transportation and the housing needs analysis.

Councilor Hicks said she would like Council to make a more forward action to move quickly on the topic of homelessness and shelter needs. In her opinion, they were already behind schedule and did not want to wait another six months to address the issues. Mayor Rich added Staff needed a little time to go through the timeline before scheduling work sessions. Staff did not have to wait for the budget process to be complete before beginning the work sessions. Councilor Hicks reiterated this was an urgent topic and said there was a housing crisis that needed addressed.

Councilor Prawitz moved to adopt Resolution No. 2020-01. The motion was seconded by Councilor Cotterell and approved with the following vote: Councilors Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ITEMS FROM MAYOR/CITY COUNCIL/CITY MANAGER

Councilor Zielinski announced the 2020 Police Citizen Academy was open for applications and was a free program offered to the community. The Academy was designed to give citizens a behind the scenes look at law enforcement, learn about the program and have opportunity to ask questions.

Councilor Cotterell reported he had a Public Works Commission meeting with a special meeting scheduled for the morning of January 23, 2020 regarding a topic that will be presented at the next Council Meeting.

Councilor Fisher-Fowler stated she had an Airport Commission meeting to discuss the Airport Master Plan, Layout Plan and progress for the Mt. Nebo obstruction project.

Councilor Prawitz announced the Roseburg Public Library recently celebrated their one-year anniversary with an event comprised of skyping with an author, speakers, crafts, food and music.

Councilor Hicks thanked the City for their work with private property owners and local agencies to address complaints in the southeast Roseburg area along the riverfront. She appreciated the ability to work and communicate with ODOT and property owners who came to an agreement on how to manage the area along the riverfront. Councilor Hicks said ODOT was trying to make changes to align themselves better with the City.

Councilor Cotterell asked Staff if signage could be added to bridges that changed color to alert drivers of potential ice. Ms. Messenger said she would check with ODOT. Current practice is to apply de-icer.

ADJOURNMENT

The meeting adjourned at 7:51 p.m.



Koree Tate
Management Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



AN ORDINANCE AMENDING THE ROSEBURG URBAN AREA COMPREHENSIVE PLAN ADOPTING BY REFERENCE THE CITY OF ROSEBURG TRANSPORTATION SYSTEM PLAN – FILE NO. CPA-20-001

Meeting Date: January 27, 2020
Department: Community Development
www.cityofroseburg.org

Agenda Section: Public Hearing
Staff Contact: Stuart Cowie
Contact Telephone Number: 541-492-6750

ISSUE STATEMENT AND SUMMARY

This legislative amendment proposal, if approved, would include the 2019 Roseburg Transportation System Plan (TSP) as a supporting document to the Comprehensive Plan. The TSP provides the City with the factual basis to update the Transportation Element of the Comprehensive Plan. The purpose of the TSP is to guide the maintenance, development, and implementation of the community's transportation system, to accommodate 20 years of growth in population and employment, and to implement the plans and regulations of the City and the State of Oregon, including the Oregon Transportation Planning Rule (TPR).

BACKGROUND

A. Council Action History.

The decision to update the Comprehensive Plan to include a new updated TSP was made in 2016. It was determined that the City had experienced significant changes since the previous TSP, which was adopted in 2006. Significant changes included new state-approved population forecasts, funding challenges, and revised data sources.

The update of the TSP is consistent with previous City Council goals focused on identifying transportation needs within the community. The recent adoption of new goals for 2020 through 2022 continues to identify transportation improvements as a primary objective of the City. In order to achieve this goal, specific action items were created to provide guidance to staff in addressing the goal. The first action item included within the transportation goal indicates adopting the updated TSP.

B. Analysis.

The TSP update was funded and managed by the Oregon Department of Transportation (ODOT). As part of the contract, David Evans and Associates (DEA) were hired to work as the consultant overseeing the work of the project. Over the course of the project several delays occurred which led to the project taking longer to complete than originally anticipated. These delays included issues surrounding the discontinuance of studies involving the Interstate 5 Exits 124 and 125 Interchange Area Management Plans, the usage of existing traffic data, gathering of new traffic data for recently completed projects, and contract renegotiations between ODOT and DEA.

As part of the original contract, the purpose of updating the TSP was to accomplish the following goals:

- Assure adequate planned transportation facilities to support planned uses over the next twenty years;
- Provide certainty and predictability for improving city streets, highways, and other planned transportation improvements;
- Provide predictability for land development;
- Help reduce the costs and maximize the efficiency of public spending on transportation facilities and services by coordinating land use transportation decisions; and
- Incorporate the Bicycle/Pedestrian Plan by referencing it within the TSP.

The TSP consists of two separate documents: Volume I and Volume II. Volume I, serves as the primary document for the TSP. Volume II includes all the background memos and technical data that were the basis for the TSP's development.

The process for updating the TSP provided the opportunity for the public to play a role in developing the vision of their transportation system. Through a Planning Advisory Committee (PAC) and public open houses, the public helped set goals, shape the content, and priorities of the updated TSP. The feedback received emphasized a safe and economically viable transportation system by enhancing transportation options for all modes.

The TSP details projects and policies that address transportation facilities and the community's goals. This document serves as a vision for the community by providing a list of improvement projects and a plan for implementing those projects. The planning area for the TSP is limited to areas located within City limits and the Urban Growth Boundary.

Ultimately, the TSP provides a long-term guide for investments in the transportation network that improve existing facilities and plan for future growth. The plan helps to provide a blueprint for the primary modes of travel: vehicle (both personal and freight), bicycle, pedestrian and transit.

Feedback from the public and PAC, in conjunction with the goals and objectives, served as a basis for the development and evaluation of transportation concepts, and ultimately the selection of preferred improvements which you will find identified on page 2 of the TSP Volume I.

Be aware the TSP does have some missing elements. Those missing elements have to do with portions of the delays in which the TSP experienced. The plan does not address Harvard and Garden Valley in the vicinity of I-5. ODOT is currently doing a study of the I-5 corridor. Once that is complete, ODOT will pick up the study of Harvard and Garden Valley as part of the Interchange Area Management Plans for I-5 Exits 124 and 125. Once that work is complete, the TSP will be amended to include it.

The allocation of funds for projects identified in the TSP will be a key component in determining how they will be constructed in the future. It is important to recognize that the TSP represents a 20-year time period in which it is anticipated the projects identified in the plan

could be funded and possibly constructed. Please recognize the City must utilize the same funding sources identified in the TSP to accomplish other transportation/infrastructure related projects identified within the Diamond Lake Urban Renewal Plan and the Capital Improvement Plan. In order to complete all the projects identified in each plan will require Council to evaluate additional sources of revenue. That being said, the TSP helps to focus specific improvement projects in which the City may prioritize its effort.

C. Financial/Resource Considerations.

As indicated previously, the TSP update itself was completed thanks to funding from ODOT. Construction of future projects identified within the plan will need to be evaluated by Staff and Council based on need and anticipated revenue and other identified projects listed within separate plans that must be prioritized utilizing the same funding sources.

D. Timing Considerations.

The TSP was developed over a three and half year period. The contract between ODOT and the consultant DEA, expired in November of 2019. As a result, unless financed by the City, we no longer have the expertise of DEA to assist in the development of the TSP. The TSP as presented to Council, has been reviewed multiple times and is considered ready for adoption.

COUNCIL OPTIONS

1. Adopt the Planning Commission's findings of fact and order for File No. CPA-20-001, and proceed with first reading of the ordinance.
2. Modify the proposed action or continue the matter for further consideration.
3. Decline to proceed with the proposed action.

STAFF RECOMMENDATION

Staff recommends the Council adopt the Planning Commission's Findings of Fact and Order for File No. CPA-20-001, and proceed with the first reading of the ordinance to amend the Roseburg Urban Area Comprehensive Plan adopting by reference the City of Roseburg TSP.

SUGGESTED MOTIONS

"I MOVE TO ADOPT THE FINDINGS OF FACT AND ORDER APPROVED BY THE PLANNING COMMISSION FOR FILE NO. CPA-20-001, WHICH AMENDS THE ROSEBURG URBAN AREA COMPREHENSIVE PLAN BY INCORPORATING THE ROSEBURG TRANSPORTATION SYSTEM PLAN INTO THE DOCUMENT BY REFERENCE."

ATTACHMENTS

Attachment #1 - Draft Ordinance No. 3534

Attachment #2 - Planning Commission Findings of Fact and Order File No. CPA-20-001

(NOTE: Due to the large size of both the TSP Vol. I and Vol. II, these documents can be viewed via the City of Roseburg website at the links provided below.)

TSP Vol. I Link: http://cityofroseburg.com/storage/app/media/CDD/community-development/news/FinalRoseburgTSP_VolumeI_Oct2019.pdf

TSP Vol. II Link: http://cityofroseburg.com/storage/app/media/CDD/community-development/news/FinalRoseburgTSP_VolumeII-RefMaterial_Oct2019.pdf

ORDINANCE NO. 3534

AN ORDINANCE AMENDING THE ROSEBURG URBAN AREA COMPREHENSIVE PLAN ADOPTING BY REFERENCE THE CITY OF ROSEBURG TRANSPORTATION SYSTEM PLAN.

WHEREAS, a contract was established between ODOT and David Evans and Associates, Inc. to complete and provide the City of Roseburg with a new updated Transportation System Plan; and

WHEREAS, Roseburg Municipal Code Section 12.10.020 establishes the procedures for legislative amendments of the Roseburg Urban Area Comprehensive Plan; and

WHEREAS, after due and timely notice, on December 27, 2019, the Roseburg Planning Commission conducted a public hearing on January 6, 2020 regarding the proposed adoption of the Transportation System Plan (TSP) and its incorporation into the Roseburg Urban Area Comprehensive Plan. Following the conclusion of the hearing the Planning Commission adopted Findings of Fact and forwarded the matter for Council consideration. In addition, the Public Works Commission met on January 23, 2020 to review the matter and provide Council with a recommendation to approve the TSP; and

WHEREAS, after reviewing the recommendations of the Planning Commission and Public Works Commission and conducting a public hearing on the subject TSP on January 27, 2020, the Council concludes that the Transportation System Plan should be adopted and incorporated by reference into the Roseburg Urban Area Comprehensive Plan.

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

SECTION 1: The City Council hereby adopts the Findings of Fact and Order regarding the proposed Comprehensive Plan Amendment.

SECTION 2: Based on the evaluation detailed in the Planning Commission Findings of Fact and Order it has been determined that the proposal conforms to the City of Roseburg Comprehensive Plan and applicable Statewide Planning Goals.

SECTION 3: The City Council hereby approves the Comprehensive Plan Amendment which adopts by reference the Roseburg Transportation System Plan into the Roseburg Urban Area Comprehensive Plan.

ADOPTED BY THE CITY COUNCIL THIS 10TH DAY OF FEBRUARY 2020.

APPROVED BY THE MAYOR THIS 10TH DAY OF FEBRUARY 2020.

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, CITY RECORDER

In the matter of legislative action) Comprehensive Plan Amendment:
by the City of Roseburg) CPA-20-001

BEFORE THE ROSEBURG PLANNING COMMISSION

FINDINGS OF FACT AND ORDER

I. NATURE OF APPLICATION

In accordance with state statutes and administrative rules contained in OAR 660-015-0000(12), which requires jurisdictions maintain a Transportation Element within the local Comprehensive Plan consistent with the guidelines of Goal 12 and the State Transportation Planning Rule (TPR). The City has initiated a legislative amendment to the Comprehensive Plan in order to adopt the updated Transportation System Plan to maintain consistency with Goal 12 of the Statewide Planning Goals and the TPR.

II. PUBLIC HEARING

A public hearing was held on the application before the Roseburg Planning Commission on January 6, 2020. At that hearing the Planning Commission reviewed Land Use File CPA-20-001 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 Regulations No. 2363, as originally adopted July 1, 1984, and re-adopted in Ordinance No. 3487 on July 24, 2017, 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 10 days prior to the hearing.
3. The proposal consists of amending the Transportation System Plan, which serves as the Transportation Element of the Roseburg Comprehensive Plan.
4. The purpose of the Transportation System Plan amendment is to adequately reflect the future transportation needs and fulfill the requirements of the Transportation Planning Rule (TPR) for the 2019-2040 planning horizon.

B. PROPOSAL

The City proposes a legislative amendment to the Transportation Element of the Comprehensive Plan through adoption of the Transportation System Plan.

C. AGENCY COMMENTS

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

D. PUBLIC COMMENTS

No written comments have been submitted.

E. PROCEDURAL

Comprehensive Plan Amendments are required to satisfy approval criteria contained within Roseburg Municipal Code (RMC) Section 12.10.020.

F. REVIEW CRITERIA

Pursuant to RMC 12.10.020(F) 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.**

Statewide Planning 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 and adopted an acknowledged Comprehensive Plan for the Roseburg Urban Area.

In order to implement the Citizen Involvement Chapter of the Comprehensive Plan, the City has adopted the Roseburg Land Use and Development Regulations, identified as Chapter 12 within the Roseburg Municipal Code. The Land Use Development Regulations identify 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 is responsible to act as the conduit to the City Council on land use matters. Members of the Planning Commission are selected through an open, well-publicized process by the City Council.

As part of the TSP amendment process, the City established a Planning Advisory Committee (PAC) composed of members of the public representing transportation agencies and interest groups for the purpose of providing a public perspective and to give input to the Project Management Team (PMT) concerning technical data and policy formation.

Statewide Planning 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.)

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

Finding:

The TSP update was a project funded through the Oregon Department of Transportation (ODOT), which is also the reviewing state agency that determines consistency with the Transportation Planning Rule (TPR) and Statewide Planning Goal 12. The consultant, David Evans and Associates (DEA), in coordination with ODOT, drafted the TSP under the guidance of OAR 660-015-0000(12), Goal 12 guidelines, and other applicable administrative rules and statutes relating to development and adoption of a Transportation System Plan in order to fully comply with all applicable state requirements, while still tailoring the TSP to meet and address the transportation needs of the citizens of Roseburg. In addition, periodic coordination with ODOT staff occurred prior to, during, and after completion of the project to ensure consistency with the TPR.

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

Comprehensive Plan - Citizen Involvement Chapter

The Citizen Involvement Chapter of the Comprehensive Plan states the following:

"The opportunity for citizen participation in all phases of the comprehensive land use planning process by extending to all citizens and civic organizations of the Roseburg urban area, all agencies of the county, state and federal government and to special districts the opportunity to assist in the following matters: a) The formulation and development of plans, maps, surveys inventories, or other documented elements of the planning process; b) The determination of public goals and policy guidelines incorporated into the Comprehensive Plan; and c) The review, evaluation, or recommendation of change regarding any land conservation and development action, including adoption, implementation, revision, or evaluation of comprehensive plans and ordinances. "

Finding:

The City of Roseburg provided notice of this proposal as mandated through ORS requirements and the RMC by publishing the notice in the News-Review, a newspaper of general circulation. A public hearing was held in order to provide an opportunity for interested citizens to be involved, provide comments and present issues, to the Commission. The City has also posted the hearing notice on the City's website to assist in community engagement.

In addition to the notice provided for the Planning Commission hearing, the City incorporated a citizen involvement plan during the TSP update. This included a Planning Advisory Committee (PAC) made up of local stakeholders, who serve as transportation agencies, interest groups, and providers or have direct involvement in Roseburg's transportation infrastructure. The committee held five meetings throughout the project in order to provide critical feedback and direction. The City also hosted two public open houses during the project to engage the general public on the transportation infrastructure and funding issues being experienced within our community. Agendas and meeting notes can be found within the record in Volume 2 of the Transportation System Plan. Additionally, the City posted a forum on the "Speak Up" webpage in order to engage those individuals that could not attend the open houses, but wanted to provide comments related to the project.

Comprehensive Plan – Transportation

The first policy of the Transportation Element of the Comprehensive Plan states the following:

"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."

Finding:

In accordance with this policy directive, the TSP identifies goals and policies to achieve a healthy transportation system for our community over 2019-2040 planning horizon. These goals and policies update and replace the policies within the Transportation element of the Comprehensive Plan. The updated goals and policies of the TSP can be found on Page 8 of the TSP Volume 1.

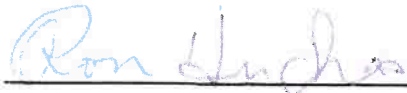
IV. CONCLUSION

Based on the above findings, the Planning Commission concludes that the legislative amendment meets the criteria for approval in RMC Section 12.010.020(F).

V. ORDER

Based on the Findings and Conclusions above, the Planning Commission recommends

APPROVAL of the legislative amendments to the Transportation System Plan to the City Council.



Ron Hughes, Planning Commission Chair



Date



Stuart Cowie, Community Development Director



Date

Planning Commission Members:

Ron Hughes, Chair

Dan Onchuck

Victoria Hawks

John Kennedy

Ron Sperry

Shelby Osborn

Kerry Atherton



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

REQUESTED COMMENT ON ESTABLISHMENT OF A RURAL RENEWABLE ENERGY DEVELOPMENT ZONE FOR DOUGLAS COUNTY

Meeting Date: January 27, 2020

Department: Finance

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Ron Harker, Finance Director

Contact Telephone Number: 541-492-6710

ISSUE STATEMENT AND SUMMARY

Douglas County is considering the establishment of a Rural Renewable Energy Development (RRED) Zone for Douglas County and is seeking comment from all jurisdictions that impose property taxes as they may be impacted by such action. A RRED Zone functions similarly to an enterprise zone for which economic development is encouraged by the waving of property taxes for a set term of time; normally three to five years. City Council is requested to consider authorizing City Manager Nikki Messenger to provide a letter of support or a letter of opposition for the establishment of the zone.

BACKGROUND

A. Council Action History.

Council has no prior history related to this matter.

B. Analysis.

Douglas County is considering establishing a Rural Renewable Energy Development (RRED) Zone for Douglas County. Part of the County's process is to receive comment from all jurisdictions which impose property taxes as they may be impacted in the future.

RRED Zones offer an incentive to encourage new investments that either:

- Harness wind, geothermal, solar, biomass or other unconventional forms of energy in Oregon to generate electricity; or
- Produce, distribute, or store any of a wide array of biofuels.

The primary purpose of an RRED Zone is the extension of the standard (3- to 5-year) exemption on qualified property available in any enterprise zone, except that in an RRED Zone it is only for renewable energy activities (which would also be eligible in an enterprise zone). The total amount of property (among one or more projects) that can qualify is subject to a locally set cap with each RRED Zone. That cap can be no greater than \$250 million in initial market value of each project.

Since 2013, the local government sponsor may waive the requirement to create full-time employment with a new project, if the cost of the investment is \$5 million or more. This is like the \$25 million waiver in an enterprise zone, except that local additional conditions may not be imposed.

RRED Zones are established in one of three manners:

1. A City may establish a zone which would include all of the land within its city limits including any future annexations; or
2. A County may establish a zone which would include all of the land within its boundaries; or
3. Multiple contiguous Counties establish a zone which would include all of the land within its boundaries.

C. Financial/Resource Considerations.

The financial impacts are unknown at this time as it is impossible to know what renewable energy projects would potentially be able to be started within Roseburg's city limits. However, given that we experience very low wind, have no geothermal activity and have limited solar exposure during much of the winter months, potential projects would likely be restricted to production, distribution, or storage of a wide variety of biofuels. Despite the perceived limited exposure to such projects, the potential does exist that the City may face loss of property tax revenues for three to five years from a given project.

Offsetting any temporary loss of property tax would be the spin-off of additional economic benefits such as expansion of supporting industries/business and job creation, which would help boost the local economy.

D. Timing Considerations.

The City has been requested to provide comment by January 28th and so direction from Council, should a submitted comment from the City be desired, is imperative.

COUNCIL OPTIONS

- 1) Direct City Manager Nikki Messenger to provide a letter of support for establishing an RRED Zone; or
- 2) Direct City Manager Nikki Messenger to provide a letter opposing the establishment of an RRED Zone; or
- 3) Direct City Manager Nikki Messenger not to provide a comment letter.

STAFF RECOMMENDATION

As the total amount of property that can qualify is subject to a locally set cap with each RRED Zone, any action taken by Council (to either support or oppose) should include a request that the City be involved in any discussion regarding setting the cap.

Furthermore, as this may be a useful tool to spur additional economic development within the region and the County, which would potentially have rippling economic benefits for our community, staff recommends that the City provide a letter of support for an RRED Zone.

SUGGESTED MOTION

I move to direct City Manager Nikki Messenger to issue a letter of support for the establishment of a Rural Renewable Energy Development Zone with the request that the City be included in establishing any local cap.

ATTACHMENTS:

n/a

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MARIJUANA DISPENSARY HOURS AND DELIVERY OPTIONS

Meeting Date: January 27, 2020
Department: Administration
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: Amy Sowa, City Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Following testimony from a local marijuana dispensary owner, Council directed Staff to research and bring back information on extending hours of operation, and allowing marijuana dispensaries to offer a delivery service of their product.

BACKGROUND

A. Council Action History.

- September 22, 2014: Council adopted Ordinance No. 3434 establishing regulations relating to the operation of medical marijuana dispensaries, which included hours of operation from 9:00 a.m. to 9:00 p.m. except Sunday on which they must close by 6:00 p.m.
- February 8, 2016: Council adopted Ordinance No. 3457 establishing regulations relating to the operation of recreational marijuana dispensaries, which included hours of operation from 9:00 a.m. to 9:00 p.m. except Sunday on which they must close by 6:00 p.m.
- December 9, 2019, a local dispensary requested Council consider amending the Roseburg Municipal Code to allow marijuana dispensaries to operate during the hours of 7:00 a.m. and 10:00 p.m. to match State rules. He also requested Council consider allowing dispensaries to deliver recreational marijuana products to their customers who otherwise might have difficulty coming to the shop.

B. Analysis.

Hours of Operation: When marijuana first became legal in the State of Oregon, cities had the option to adopt their own ordinances related to time, manner, and location of operation. The City of Roseburg established a Citizen's Advisory Committee (CAC) known as the Medical Marijuana Committee to propose appropriate land use rules for medical marijuana facilities, and regulations relating to the business operations of such facilities. The Medical Marijuana Committee's proposals were adopted by Council and included hours of operation. The committee's reasoning for selecting the hours was to try to match the hours of operation of local liquor stores. When considering an ordinance to establish rules regarding recreational marijuana dispensaries, Council directed staff to match those of the medical marijuana dispensaries.

In researching other cities, several are silent on the issue of hours and rely on the state rules, some include hours in their Code that match state rules, and some include hours in their Code that are more restrictive than state rules.

If Council would like to increase the hours of operation for marijuana dispensaries, an ordinance will need to be drafted to amend the Code.

Delivery of Marijuana Products: State statute allows for delivery by a licensee (or licensee representative) as defined in OAR 845-025-1015(43) and (44). Oregon Administrative Rules (OAR 845-025-2880) provide specific rules around delivery of marijuana items by a retailer. The State rules restrict delivery of marijuana to within the city the dispensary is licensed. There is an exception for delivery of medical marijuana to a medical marijuana patient or a patient's designated primary caregiver at an individual's residence outside City limits, regardless of any prohibition by the surrounding county. Therefore, even though Douglas County prohibits the sale of marijuana, this exception would apply and delivery of medical marijuana to patients outside city limits is allowed.

There is no need for a Code amendment regarding delivery as it is currently allowed and regulated through Oregon Revised Statute and Oregon Administrative Rule. The City does not have the authority to adopt more restrictive rules regarding delivery.

C. Financial/Resource Considerations.

There are no financial impacts to the City in considering these amendments to the Code.

D. Timing Considerations.

There is no specific timeline for this issue.

COUNCIL OPTIONS

- Direct Staff to draft an ordinance to amend the Roseburg Municipal Code to increase the hours of operation to match state rules; or
- Direct Staff to research this subject further; or
- Do nothing

STAFF RECOMMENDATION

This item is for Council discussion only. Staff has no recommendation.

SUGGESTED MOTION

N/A

ATTACHMENTS:

None.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



COUNCIL GOALS – FUTURE WORK-STUDY SESSIONS

Meeting Date: January 27, 2020

Department: Administration

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Nikki Messenger, City Manager

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

During the goal setting process, several areas were identified for future work-study sessions. Staff would like to get direction from Council on the preferred times/formats for the work sessions.

BACKGROUND

A. Council Action History.

The City Council held goal setting sessions on November 12, December 3, and December 16, 2019. On January 13, 2020, the Council adopted Resolution No. 2020-01, the 2020-2022 Goals and Actions Items.

B. Analysis.

Staff is in the process of putting together a more detailed work plan and timelines to address Council's adopted goals. Multiple items will require work-study sessions (WSS) to narrow and prioritize Council's direction on policy matters. The following is a brief list and should not be considered comprehensive.

- Goal 1 – Housing
 - Prioritize recommendations for the Housing Needs Analysis (HNA). The HNA listed several policy options. Work needs to be done to identify which of the policies Council wants to prioritize so that staff may work on preparing updates to the Land Use Development Regulations found in the municipal code. (Long WSS)
 - Urban Growth Boundary Swap – There are several steps to this process. A WSS may be required to keep Council informed on next steps, etc. (Short WSS)
- Goal 2 – Transportation Funding
 - A WSS to outline the existing/future funding deficiencies and what the impacts will be. Present an overview on funding options and gauge Council support. (Long WSS)

- Long-term solutions/funding for Garden Valley and/or Harvard corridors. This will be down the road a bit, but will be at least one long WSS.
- Goal 3 – Community Livability
 - Most of the action items here will be probably regular agenda items. WSS may be required as things progress.
- Goal 4 – Economic Development
 - Allied Health College – This may have a combination of agenda items and WSS. May require both long and short WSS.
 - Additional Urban Renewal Incentive Programs – Agenda items and short WSS.
- Goal 5 – Emergency Preparedness – WSS to educate Council on Emergency Operations Plan the Council's role in the event of an emergency. Not sure if this will be a long or short WSS.
- Goal 6 – Unhoused – This may include multiple WSS, both long and short.
 - Identify and prioritize potential changes to land use code to facilitate temporary and/or permanent shelters.
 - Updates on LPSCC, sobering center, and other community efforts related to this issue.
 - Liens/tax foreclosures – policies to streamline process with Douglas County.
 - Funding/budget impacts.
 - Any state/federal funding opportunities that may come out of future legislation.

Short WSS can occur prior to regularly scheduled Council meetings and start at 6:00 p.m. Long WSS should be scheduled for two hours and would require additional dates. Staff is looking for direction from Council on the long work-study sessions regarding days of the week and times that Council would suggest as a starting point for scheduling. Staff understands that a doodle poll may be required to pick actual dates, but is looking for general direction.

C. Financial/Resource Considerations.

Work-study sessions do require staff time, especially around preparation of the agenda and presentation materials.

D. Timing Considerations.

Council has indicated an eagerness to get work-study sessions scheduled as quickly as practical.

COUNCIL OPTIONS

No motion is required. Staff is seeking input and direction.

STAFF RECOMMENDATION

N/A

SUGGESTED MOTION

No motion is required. Staff is seeking input and direction.

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER ACTIVITY REPORT

Meeting Date: January 27, 2020

Department: Administration

www.cityofroseburg.org

Agenda Section: Informational

Staff Contact: Nikki Messenger, City Manager

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

At each meeting, the City Manager provides 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 January 27, 2020, meeting, the following items are included:

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



Agenda
Department Head Meeting
City Hall Third Floor Conference Room
January 14, 2020 - 10:00 a.m.

1. Review January 13, 2020 City Council Meeting Synopsis
2. Review January 27, 2020 City Council Meeting Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents/Grants Signing/Events
 - a. Summer Reading Program events – Grant Check List
 - b. Library Renovations Phase II (Salem Foundation – Epping Family Fund) – Grant Check List
 - c. Library Renovations Phase II (Oregon Community Foundation) – Grant Check List
5. Department Items
 - a. MLK Day of Service (JVV)



Agenda
Department Head Meeting
City Hall Third Floor Conference Room
January 21, 2020 - 10:00 a.m.

1. Review January 27, 2020 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents/Grants Signing/Events
 - a. Grant Check List – Roseburg Public Library STEAM Programming
 - b. Douglas County Cultural Coalition 2020 Grant Application
 - c. Cartegraph Software and Services Contract
 - d. 2019 Fund Exchange Agreement – Striping Machine
5. Department Items

TENTATIVE FUTURE COUNCIL AGENDA**Unscheduled**

- Airport Fees for Fire Agency Services
- RMC 3.06 Amendments
- RMC 5.04 Amendment - Water Rules and Regulations
- Supplemental Budget regarding Fire Services
- Umpqua Basin Urban Services Agreement
- Water Conservation Plan

Special Meeting – City Councilor Interviews – 6:30 p.m.**February 10, 2020****Mayor Reports**

- A. City Councilor, Ward 2 Appointment

Special Presentation

- A. CAFR Review – Auditor Jeff Cooley
- B. Quarterly Report – Quarter Ended December 31, 2019
- C. 2020-2021 Budget Calendar

Consent Agenda

- A. Minutes of January 27, 2020

Ordinance

- A. Ordinance No. 3534 – Comprehensive Plan Amendment – Transportation System Plan, Second Reading
- B. Ordinance No. 3535 – Amending Section 2.18.040 of the Roseburg Municipal Code Regarding Economic Development Commission Membership, First Reading

Department Items

- A. Medical Education College Funding
- B. Authorization for Medical Education College Letter of Intent IGA

Informational

- A. City Manager Activity Report

February 24, 2020**Consent Agenda**

- A. Minutes of February 10, 2020

Ordinance

- A. Ordinance No. 3535 – Amending Section 2.18.040 of the Roseburg Municipal Code Regarding Economic Development Commission Membership, Second Reading

Department Items

- A. Vehicle for Hire Annual Report

Informational

- A. City Manager Activity Report

March 9, 2020**Consent Agenda**

- A. Minutes of February 24, 2020

Department Items

- A. Airport Master Plan Adoption

Informational

- A. City Manager Activity Report

March 23, 2020

Mayor's Report

- A. Child Abuse Prevention Month Proclamation

Consent Agenda

- A. Minutes of March 9, 2020

Informational

- A. City Manager Activity Report

April 13, 2020

Mayor Report

- A. Volunteer Recognition Month Proclamation
- B. Arbor Day Proclamation

Consent Agenda

- A. Minutes of March 23, 2020 Meeting
- B. Cancellation of May 25, 2020 Regular Meeting
- C. 2020 OLCC License Renewal Endorsement

Informational

- A. City Manager Activity Report

April 27, 2020

Mayor Reports

- A. Historic Preservation Month Proclamation
- B. National Bike Month Proclamation

Consent Agenda

- A. Minutes of April 13, 2020

Informational

- A. City Manager Activity Report
- B. Finance Quarterly Report
- C. Municipal Court Quarterly Report

May 11, 2020

Mayor Reports

- A. EMS Week Proclamation

Consent Agenda

- A. Minutes of April 27, 2020

Resolutions

- A. Annual Fee Adjustments:
 - Resolution No. 2020- - General Fees
 - Resolution No. 2020 - Water Related Fees

Informational

- A. City Manager Activity Report

Executive Session

- A. City Manager Semi-Annual Evaluation

June 8, 2020

Mayor Reports

- A. Camp Millennium Week Proclamation

Consent Agenda

- A. Minutes of May 11, 2020

Public Hearing

- A. Resolution No. 2020- - 2020-2021 Budget Adoption
- B. Resolution No. 2020- - Supplemental Budget Appropriation

Informational

- A. City Manager Activity Report

Urban Renewal Agency Board

Consent Agenda

- A. Minutes of previous meeting

Public Hearing

- A. Resolution No. UR-2020- - 2020-2021 Budget Adoption

June 22, 2020

Consent Agenda

- A. Minutes of June 8, 2020

Informational

- A. City Manager Activity Report

July 13, 2020

Mayor's Report

- A. Parks and Recreation Month Proclamation

Consent Agenda

- A. Minutes of June 22, 2020

Department Items

- A. Authorization to Purchase Four Police Vehicles

Informational

- A. City Manager Activity Report

July 27, 2020

Consent Agenda

- A. Minutes of July 13, 2020

Informational

- A. City Manager Activity Report
- B. Municipal Court Quarterly Report
- C. Financial Quarterly Report

August 10, 2020

Consent Agenda

- A. Minutes of July 27, 2020

Informational

- A. City Manager Activity Report

August 24, 2020

Consent Agenda

- A. Minutes of August 10, 2020

Informational

- A. City Manager Activity Report

September 14, 2020

Consent Agenda

- A. Minutes of August 24, 2020

Informational

A. City Manager Activity Report
Executive Session

A. City Manager Annual Evaluation

September 28, 2020

Mayors Reports

A. Walk & Bike to School Day Proclamation

Consent Agenda

A. Minutes of September 14, 2020

Informational

A. City Manager Activity Report

October 12, 2020

Consent Agenda

A. Minutes of September 28, 2020

Informational

A. City Manager Activity Report

October 26, 2020

Consent Agenda

A. Minutes of October 12, 2020

Informational

A. City Manager Activity Report

B. Municipal Court Quarterly Report

C. Financial Quarterly Report

November 9, 2020

Consent Agenda

A. Minutes of October 26, 2020

Informational

A. City Manager Activity Report

Executive Session – Municipal Court Judge Annual Performance Evaluation

November 23, 2020

Mayor Report

A. Municipal Court Judge Compensation

Consent Agenda

A. Minutes of November 9, 2020

Informational

A. City Manager Activity Report

December 14, 2020

Consent Agenda

A. Minutes of November 23, 2020

Informational

A. City Manager Activity Report

December 28, 2020

Consent Agenda

A. Minutes of December 14, 2020

Informational

A. City Manager Activity Report

January 11, 2021

Mayor Reports

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

Commission/Council Reports

- A. Election of Council President

Consent Agenda

- A. Minutes of December 28, 2020

Informational

- A. City Manager Activity Report

Friday Message January 10, 2020

- The library hosted a celebration Thursday night to recognize the one-year anniversary of opening as the Roseburg Public Library. The event was well attended and included snacks, crafts, and a performance by the Umpqua Singers. Congrats to Kris on another great event.



- The long anticipated utility work on Mount Nebo started this week, which means we are getting closer to having the obstructions removed. Next step is tree removal and then a flight check.
- The Planning Commission met on Monday and recommended adopting the Transportation System Plan as presented. The TSP will be presented to the Public Works Commission next prior to being forwarded to Council for final adoption.
- The Public Works Commission met on Thursday and rendered a decision on a request for a variance to the Water Rules.
- Today, I attended a meeting of the Southwest Area Commission on Transportation. SWACT received updates on current and upcoming ODOT projects, an update on ODOT's reorganization under the new director, and updates from the Oregon Transportation Commission. SWACT includes various representatives from Coos, Curry and Douglas Counties.
- If you would like to attend the Chamber of Commerce's Annual Award Dinner (First Citizen's Banquet) on January 23rd, please let Koree know.
- Meetings next week:
 - City Council – Monday, January 13th at 7:00 p.m.
 - Economic Development Commission – Tuesday, January 14th at 3:30 p.m.

*City Hall will be closed Monday, January 20th in observance of
Martin Luther King Jr. day.*

Friday Message January 17, 2020

- Congratulations to Officer Sky Woods. Officer Woods graduated from DPSST on Friday and received the Victor G. Atiyeh Best Student Award. This prestigious award is presented to the outstanding student of each basic class as selected by their fellow students and the academy staff. Congrats to Officer Woods!
- The latest edition of the City Connection is out and can be found at: <http://www.cityofroseburg.org/your-government/newsletter>
- Tuesday's Economic Development Commission meeting was cancelled due to a lack of quorum. The Community Development Department is working on rescheduling for the first week in February. This is the largest commission at 10 members and getting a quorum has been a struggle. The commission has recommended going down to seven members in the future. This may be a future Council agenda item to update the Roseburg Municipal Code section.
- On Thursday, Chief Klopfenstein and I attended a stakeholder meeting for the Sobering Center. This is an exciting project that continues to move forward. Adapt will be applying for a grant that could complete the initial funding package and bring the project to fruition.
- The Roseburg Transportation System Plan is tentatively scheduled for presentation to the City Council on January 27th. If you would like to get a head start on reviewing the document, it can be found at:
http://cityofroseburg.com/storage/app/media/CDD/community-development/news/FinalRoseburgTSP_Volume1_Oct2019.pdf
- Meetings next week:
 - Library Commission - Tuesday 1/21 @ 4:00 p.m.
 - Public Works Commission – special meeting – Thursday 1/23 @ 3:30 p.m.



*City Hall will be closed Monday, January 20th in observance of
Martin Luther King Jr. day.*



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MUNICIPAL COURT QUARTERLY REPORT

Meeting Date: January 27, 2020
Department: Municipal Court
www.cityofroseburg.org

Agenda Section: Informational
Staff Contact: Jason Mahan, Judge
Contact Telephone Number: 541-492-6710

ISSUE STATEMENT AND SUMMARY

At the request of City Council, a report on the court's case volume and program revenues has been presented on a quarterly basis since July 2012. This report is the latest of the quarterly reports to have been provided in fulfillment of the Council's desire to receive regular updates on court operations.

BACKGROUND

A. Council Action History.

City Council has requested quarterly reports regarding the Municipal Court's case volume and program revenues since 2012.

B. Analysis.

We are continuing to see a significant number of individuals on our docket with mental health issues. I would assume that will continue for the foreseeable future. I am continuing to refer individuals who I think would be willing to engage in services into the Douglas County compliance court. I recently attended the monthly LPSCC Behavioral Health Subcommittee meeting and it appears that there are a few individuals showing up at compliance court and engaging in services. However, this represents a small percentage of people referred to compliance court. I will continue to identify people who I think might benefit from participation in compliance court. Hopefully we will see more successes in the future.

If the council has any questions or any issues that they would like to discuss, I would be happy to attend the next city council meeting. Please let me know if you would like me to attend the upcoming city council meeting.

C. Financial/Resource Considerations.

	1ST	2ND	YTD	PRIOR
<u>COURT CASE TOTALS</u>	<u>QTR</u>	<u>QTR</u>	<u>TOTAL</u>	<u>YEAR</u>
CRIMES	466	423	889	924
TRAFFIC CRIMES	62	47	109	106
TRAFFIC VIOLATIONS	887	759	1,646	1,443
NON-TRAFFIC VIOLATIONS	96	126	222	226
TOTAL	1,511	1,355	2,866	2,699

After the second quarter of the 2019-20 fiscal year, total cases were up 6.2% from the prior year. By category traffic crimes, and traffic violations increased by 2.8%, and 14.1% respectively while crimes, and non-traffic violations decreased by 3.8%, and 1.7%.

	BUDGET	1ST QTR	2ND QTR	YTD	PRIOR YTD
<u>COURT REVENUES</u>	<u>2019-20</u>	<u>2020</u>	<u>2020</u>	<u>TOTAL</u>	<u>TOTAL</u>
FINES	\$ 406,000	\$ 103,141	\$ 86,649	\$ 189,790	\$ 195,821
COURT COSTS	15,000	3,379	6,444	9,823	6,045
CRT APPT ATTORNEY	5,500	2,728	1,342	4,070	3,448
TOTAL	\$ 426,500	\$ 109,248	\$ 94,435	\$ 203,683	\$ 205,314

After the second quarter of the 2019-20 fiscal year, total court revenues were down 0.8% from the prior year. Fines and collections revenue decreased by 3.08%, court costs revenues increased by 62.5% and court appointed attorney revenues increased by 18%.

On a budgetary basis, revenues are 47.8% of budget after the second quarter of the fiscal year.

Assessing collection compliance over the past year, from January 1, 2019 through December 31, 2019, the total of fines imposed was \$2,289,707 and actual dollars collected on those cases was \$691,014 for a compliance rate of 30%. During the same time period for the year prior, fines imposed was \$2,086,636 and actual collections was \$584,192 resulting in a compliance rate of 28%.

D. Timing Considerations.

n/a

COUNCIL OPTIONS

No action is requested

STAFF RECOMMENDATION

n/a

SUGGESTED MOTION

n/a

ATTACHMENTS:

n/a