



7-9-2020

Electronic Meeting

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Comments on Agenda Items Only can be provided via email to the City Recorder at info@cityofroseburg.org prior to 4:00 p.m. on Monday, July 13, 2020.

7:00 p.m. Regular Meeting

1. Call to Order – Mayor Larry Rich

2. Pledge of Allegiance

3. Roll Call

Beverly Cole	Sheila Cox	Bob Cotterell	Alison Eggers
Linda Fisher-Fowler	Ashley Hicks	Brian Prawitz	Andrea Zielinski

4. Mayor Reports

- A. Parks and Recreation Month Proclamation
- B. Resolution No. 2020-14 - Declaration of Emergency in the City of Roseburg

5. Commission Reports/Council Ward Reports

6. Special Presentation

- A. Roseburg Public Library RARE Participant Presentation by Katie Fischer

7. Audience Participation – Email Submittals/See Information on the Reverse

8. Consent Agenda

- A. Minutes of June 22, 2020 Regular Meeting
- B. Minutes of June 29, 2020 Work Study Session Meeting
- C. OLCC New Winery Outlet - Urban Blendz at 2405 NE Diamond Lake Boulevard, Suite 120
- D. Planning Commission Vacancy

9. Public Hearing

- A. Authorization to Purchase a Pierce Manufacturing Triple Combination Pumper Through an Interstate Cooperative Procurement by H-GAC

10. Resolutions

- A. Resolution No. 2020-15 – Transportation and Growth Management (TGM) Grant Bicycle Route Project

11. Ordinances

- A. Ordinance No. 3540 - Amending RMC Title 12 Land Use Development Regulations, File No. LUDR-20-002, Second Reading
- B. Ordinance No. 3541 - Vacating a Portion of City Right-of-Way – File No. VAC-20-001, Second Reading

12. Items from Mayor, City Council and City Manager

13. Adjourn

14. Executive Session ORS 192.660(2)

Informational - A. City Manager Activity Report

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 providing comments via email to the Council must include 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.

CITIZEN PARTICIPATION

Anyone wishing to provide comments may do so by emailing the City Recorder at info@cityofroseburg.org by 4:00 p.m. Monday, July 13, 2020. For items on the agenda, discussion typically begins with a staff report, followed by questions from Council. The City Recorder will provide any comments received prior to the meeting to the Council.

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. This meeting is also available to view on Facebook live.

PROCLAMATION

CITY OF ROSEBURG, OREGON

PARKS AND RECREATION MONTH

WHEREAS: Our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS: Parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled and also improve the mental and emotional health of all citizens; and

WHEREAS: Parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS: Parks and recreation areas are fundamental to the environmental well-being of our community. They improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development and protect habitat for wildlife; and

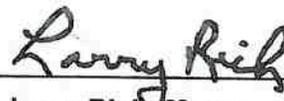
WHEREAS: Our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS: The City of Roseburg recognizes the benefits derived from parks and recreation resources;

NOW, THEREFORE, I, Larry Rich, Mayor of the City of Roseburg, do hereby proclaim July 2020 as

PARKS AND RECREATION MONTH

DATED this 13th day of July 2020.


Larry Rich, Mayor



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION DECLARING A STATE OF EMERGENCY IN THE CITY OF ROSEBURG

Meeting Date: July 13, 2020
Department: Administration
www.cityofroseburg.org

Agenda Section: Mayor Reports
Staff Contact: Larry Rich/Nikki Messenger
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The Novel Coronavirus (COVID-19) pandemic and the Governor's orders continue to have an impact on the community.

BACKGROUND

A. Council Action History.

On March 9, 2020, Council adopted Resolution No. 2020-02, Declaring a State of Emergency in the City of Roseburg. The declaration was scheduled to expire on May 12, 2020 unless sooner terminated or extended by Order of the Common Council.

On May 11, 2020, Council adopted Order No. 2020-01, extending the Declaration through to July 6, 2020, to match the Declaration from the Governor.

On June 22, 2020, Council reviewed the Declaration, taking into account the current situation with the pandemic and reopening of the county, and chose to let the Declaration expire as scheduled on July 6, 2020.

B. Analysis.

COVID-19 continues to presents a "high" potential public health threat, both globally and in the United States. Since entering into Phase 1, and then Phase 2, or re-opening in Douglas County, the number of COVID-19 cases has continued to increase.

ORS 401.305 provides authority for the City of Roseburg to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during the time of emergency. A resolution adopted by Council will provide a formal recognition of that authority and declare a State of Emergency for the City of Roseburg.

C. Financial/Resource Considerations.

Unanticipated costs may occur in response to directives from the Federal and State governments related to the COVID-19 pandemic. Those costs are unknown.

D. Timing Considerations.

The effects of the pandemic are changing daily. Adopting the resolution declaring a state of emergency for the City of Roseburg would provide the City with the tools to respond quickly.

COUNCIL OPTIONS

1. Adopt the resolution declaring a state of emergency for the City of Roseburg with an expiration date of August 11, 2020; or
2. Adopt the resolution declaring a state of emergency for the City of Roseburg with an expiration date of September 4, 2020 (to match the State); or
3. Request more information from staff; or
4. Do nothing

STAFF RECOMMENDATION

Staff recommends Council adopt the attached resolution declaring a state of emergency due to the present COVID-19 Pandemic.

SUGGESTED MOTION

"I move to Adopt Resolution No. 2020-14, Declaring a State of Emergency Due to the Present COVID-19 Pandemic, to expire on _____, 2020."

ATTACHMENTS:

Attachment #1 – Resolution No. 2020-14

RESOLUTION NO. 2020-14

**A RESOLUTION DECLARING A STATE OF EMERGENCY DUE TO THE
CONTINUING COVID-19 PANDEMIC**

WHEREAS, ORS 401.305 provides authority for the City of Roseburg to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during the time of emergency; and

WHEREAS, Coronaviruses are a group of viruses that can cause respiratory disease, with the potential to cause serious illness or loss of life; and

WHEREAS, the novel coronavirus causes an illness known as COVID-19. According to the U.S. Centers for Disease Control and Prevention, COVID-19 presents a "high" potential public health threat, both globally and in the United States; the novel infectious coronavirus has created a threat to public health and safety, and constitutes a citywide emergency under ORS 401.025(1); and

WHEREAS, on March 8, 2020, the Governor declared a State of Emergency for the entire State of Oregon which extended 60 days through May 7, 2020; on March 11, 2020, the World Health Organization declared COVID-19 to be a global pandemic; and on March 13, 2020, the President declared a National State of Emergency; and

WHEREAS, on May 1, 2020, the Governor extended the State of Emergency through July 6, 2020; and

WHEREAS, on June 30, 2020, the Governor extended the State of Emergency through September 4, 2020, unless extended or terminated earlier by the Governor; and

WHEREAS, ORS Chapter 401 authorizes certain actions to be taken during a state of emergency when necessary for public safety or for the efficient conduct of activities to minimize or mitigate the effects of the emergency; and

WHEREAS, the unknown duration of the novel coronavirus pandemic will have a significant impact to the City of Roseburg and the community at large; and

WHEREAS, to ensure the City is fully prepared for COVID-19 and that local authorities have the resources needed to respond to COVID-19, a declaration of emergency is necessary; and

WHEREAS, the entire City of Roseburg, is in a state of emergency that constitutes a Level 3 emergency in the City's adopted Emergency Operation Plan (EOP).

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

Section 1. A state of emergency is declared for the entire City of Roseburg, effective on July 14, 2020 at _____ pm for the City of Roseburg.

Section 2. Upon this declaration of a state of emergency, the City Manager or designee is empowered to carry out the appropriate functions and duties identified in the Roseburg Municipal Code (RMC) during the time of emergency, including entering into contracts required by emergency circumstances per RMC 3.06.025(F).

Section 3. The City Manager or designee shall take all necessary steps authorized by law to coordinate response and recovery from this emergency, including, but not limited to, requesting assistance and potential reimbursement from Douglas County, the State of Oregon, and appropriate federal agencies; or taking any actions needed to enforce orders and rules issued by the State of Oregon under ORS Chapter 401 or by the federal government.

Section 4. Emergency procurement is authorized under ORS 279B.080

Section 5. The declaration of emergency and special regulations and emergency measures shall expire on _____, 2020, unless sooner terminated or extended by Order of the Common Council.

Section 6. This resolution shall become effective immediately upon adoption by the Roseburg City Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 13TH DAY OF JULY, 2020.**

Amy L. Sowa, City Recorder

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
June 22, 2020**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on June 22, 2020 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon. Councilor Cole led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Beverly Cole, Bob Cotterell, Sheila Cox, Alison Eggers, Ashley Hicks, Brian Prawitz and Andrea Zielinski.

Absent: Linda Fisher-Fowler

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Jim Forrester, Community Development Director Stuart Cowie, Finance Director Ron Harker, Fire Chief Gary Garrisi, Library Director Kris Wiley, Police Chief Gary Klopfenstein, Public Works Director Brice Perkins, Management Assistant Koree Tate and Kyle Bailey of KQEN Radio.

COMMISSION/COUNCIL REPORTS

Mayor Rich reminded Council the next Work Study Session was scheduled for June 29, 2020 at 6:00 p.m. in the City Hall Council Chambers.

Councilor Cotterell had a Public Works Commission meeting on June 11, 2020 with several items on the current agenda for review. Councilor Prawitz attended a MedCom meeting on June 18, 2020 to discuss monthly financials, FireMed update and provider reports for the FY20-21 budget. Umpqua Valley Ambulance provided a response time report that showed all calls were compliant with transports to the hospital. Councilor Zielinski had a Library Commission Meeting on June 16, 2020 and discussed a phased reopening of the Library to begin June 30, 2020. Fifty people at a time would be allowed in the library and they would have limited computer access. She thanked the Library Staff for their hard work and creativity in staying connected with the community during the COVID-19 pandemic.

CONSENT AGENDA

Councilor Cotterell moved to approve the following Consent Agenda items:

- A. Minutes of June 8, 2020 Regular Meeting
- B. Minutes of June 15, 2020 Special Work Study Session Meeting

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

PUBLIC HEARING – ORDINANCE NO. 3540 - AMENDING RMC TITLE 12 LAND USE DEVELOPMENT REGULATIONS FILE NO. LUDR-20-002, FIRST READING

Mayor Rich opened the public hearing regarding the amendment of RMC Title 12 Land Use Development Regulations, File No. LUDR-20-002 at 7:06 p.m. Mr. Cowie reported that the Roseburg Municipal Code currently required property owners to construct or improve existing sidewalks along their property as a condition of the issuance of a development permit when the structural improvement would increase the total gross floor area on the property. This could become problematic for home owners who were looking to perform a modest addition to their home and were required by code to construct a new sidewalk. The sidewalk provisions created

challenges for property owners looking to make small investments or improvements to their property and in some cases causes individuals to avoid the permitting process altogether.

Current sidewalk regulations were amended in 2016 in an effort to tighten the regulations that required the construction of sidewalks in new subdivisions and existing development. The regulations previous to the current standards required sidewalks to be constructed whenever a development was proposed to increase the gross square footage of the buildings on the property in excess of 20%. Sidewalks in new subdivisions were required when the dwelling was constructed on a vacant lot. These regulations were most problematic for completing sidewalk networks in existing neighborhoods because developers would frequently propose small additions of 19% or less to avoid installing sidewalks. As a result, very little was being accomplished in achieving the intent of the regulation, which was to provide a complete network of sidewalks along public streets.

Mr. Cowie stated that amendments made in 2016, through Ordinance 3459, attempted to close the "20% loophole" by requiring any development that increased the size of a structure on a property to install sidewalks. Over the last 4 years, the amendments had solved two of the most problematic issues. The first being incomplete sidewalk networks in new subdivisions and the second being the completion of missing sidewalks fronting commercial and industrial development. However, residential additions had become challenging due to the cost of sidewalk installation in relation to the cost of the improvement project. In many cases, installing sidewalks in older residential subdivisions included additional costs such as moving utility poles, fire hydrants, installing ADA access ramps and other personal property improvements like fences, retaining walls, and large trees.

Staff had evaluated the intent of the code and how to best address the sidewalk provisions pertaining to residential property improvement and still achieve the goal of providing a complete network of sidewalks along public streets. The proposed code changes maintained the majority of the existing code intact, but provided an exemption to the installation of sidewalks in certain circumstances and deferred them to a point in the future if the City chose to form a local improvement district.

In order to qualify for the proposed exemption and to defer construction, the property must be:

1. A single family residence or duplex, and;
2. The structural improvement cannot increase the total floor area of all structures on the property by more than 15%, (Only structures that would require a building permit to be constructed are included in the calculation of gross square footage of structure(s) on the property.), and;
3. No public sidewalks exist within 250 feet of the front property line on the same side of the street of any of the frontages. A corner lot or parcel has two or more front property lines and frontages.

Mr. Cowie said he proposed to amend the code to allow the Public Works Director to apply discretion when determining if sidewalks were required in residential zones where topographical features or existing public utilities or similar obstructions prevented construction to standards set by the code. Mr. Cowie provided property photos to visually show Council the

options described. In response to Councilor Cotterell, Mr. Cowie explained a citizen would go through a site review process and coordinate with the Public Works Department. If someone lived in an older neighborhood, ADA standards could be discussed with Public Works to review and determine necessity. Councilor Cole said having a homeowner pay the full cost to construct and install a new sidewalk because of home improvements could be problematic and cost prohibitive. Mr. Cowie discussed the option of a local improvement district (LID) agreement the owner could sign stating that sometime in the future, the owner of the property would agree to pay a portion of costs to install a sidewalk. Ms. Messenger added that in any case, the homeowner could request the City make the improvement and then take ten years to pay the City back as an option.

In response to Councilor Cole, Mr. Cowie explained that sidewalk standards had changed over the years so older neighborhoods such as hers could have different types of sidewalks installed or none at all. Councilor Prawitz stated the ordinance was not changing anything that would have the City start going to houses to say a sidewalk was needed. Mayor Rich wanted to know why there was a percentage change with the new ordinance from 20 to 15 percent. Mr. Cowie said the average home size was a consideration along with the size of most additions which were around 15% of the square footage of the home. Councilor Cole said it was still confusing on who was required to pay for a new sidewalk. Mr. Cowie explained residents would pay if there was an existing sidewalk within 250 feet on the same side of the road.

Councilor Hicks provided a statement that she could not understand the idea of putting more barriers to homeowners who wanted to make changes to their homes. She did not want to see them be penalized or have the process more difficult when wanting to update their home. She wanted to know what the City was going to do about the buckled sidewalks on Jackson Street. She wanted to live in a community where people were encouraged to do home improvements or make changes. She felt the City should fix all sidewalks downtown, in historic districts and where there was traffic and people walking. Councilor Hicks said she was very disappointed how it appeared Staff was devising ways for people to not be able to make changes.

John Kennedy, 1840 NE Commercial and Planning Commission Member, explained the Planning Commission discussed the ordinance change and made the recommendation to approve it. While the Ordinance had issues, it was an improvement over the current one. The Planning Commission felt the Public Works Department would have the ability to make decisions on a case by case basis. Mr. Cowie made a strong case for the changes and discussed how it helped to improve the Transportation System Plan and was a good decision for improvements.

As no one else wished to speak, Mayor Rich closed the public hearing at 7:34 p.m. Councilor Cotterell moved to adopt the findings of fact and order approved by the Planning Commission for File No. LUDR-20-002.

Councilor Cotterell said he was happy with the changes and it allowed the City some control over growth and safety concerns. Councilor Zielinski said she appreciated the common sense approach and how Staff took consideration of areas without sidewalks. She felt it was a good compromise to slowly add sidewalks to the community and liked the ideas of helping homeowners with LID and partnership options.

07/13/2020

Councilor Hicks rebutted that if the City wanted sidewalks or roads then they should be the ones to install them. If someone purchased property or a house, that person should not forfeit a portion of the property for a sidewalk. If there was a new neighborhood or development then it made sense to have sidewalks installed. She did not think homeowners should have a hardship of expenses for wanting to add a shed or mother-in-law quarters. Councilor Hicks questioned where there was language explaining requirements to fix the sidewalks because she did not see many of them maintained and that was a problem.

Mayor Rich explained he had been on the receiving end of this discussion for improvements and knew how frustrating it could be to want a project completed, but did not have enough funds when told a sidewalk was required. He too wished sidewalks were covered by the City because the homeowner was responsible for maintaining the sidewalk and held liable if someone got hurt. Councilor Cox explained Staff had been dealing with the sidewalk issue for years and commended the hard work it took to make the process easier for people to make improvements. Councilor Hicks felt as policy makers, the Council could choose to change the rules and not just accept what was presented. It was their job as Councilors to let City Staff know something needed changed.

The motion was seconded by Councilor Cox and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Prawitz and Zielinski voted yes. No one voted no. Councilor Hicks abstained from the vote. Council agreed for the City Recorder to proceed with a first reading of Ordinance No. 3540. Ms. Sowa read Ordinance No. 3540, entitled, "An Ordinance Amending Certain Sections of Title 12 of the Roseburg Municipal Code Regarding Land Use and Development Regulations as Set Forth Herein," for the first time.

PUBLIC HEARING – ORDINANCE NO. 3541 – VACATING A PORTION OF CITY RIGHT-OF-WAY, FILE NO. VAC-20-001, FIRST READING

Mayor Rich opened the public hearing regarding the vacation of a portion of City right-of-way, File No. VAC-20-001 at 7:42 p.m. Mr. Cowie explained the right-of-way to be vacated included a portion of SE Sheridan Alley (1,445 sq. ft.) right-of-way. The vacation would not create land-locked parcels and was completely surrounded by property commonly owned by the Roseburg Rescue Mission. The building encroachment was discovered by the applicants lending institution who would not finance a project to remodel the men's dormitory due to the encroachment.

Public notice of the vacation was posted in The News-Review on June 5 and June 12, 2020 and posted on-site in two conspicuous places and circulated to affected City Departments, public utility providers and affected property owners. Staff had not received any responses to the notice. In accordance with state law, ownership of the vacated property would go to the adjoining property owner in the same manner in which it was originally dedicated as right-of-way. The Roseburg Rescue Mission agreed to provide public utility easements over vacated rights-of-way in order to provide access to all current and future utility installations. The entire area shall be maintained as utility easement upon the vacation. There was an opportunity for a professional appraisal, but because it was an alley and used by the Roseburg Rescue Mission, Mr. Cowie said it was not necessary. In response to Mayor Rich, Mr. Cowie confirmed they were only conducting a remodel inside the building that was built in 1957. Councilor Cotterell stated he was in support of the request to help them receive financing for their project.

07/13/2020

As no one else wished to speak, Mayor Rich closed the public hearing at 7:47 p.m. Councilor Hicks moved to approve File No. VAC-20-001. The motion was seconded by Councilor Zielinski and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Hicks, Prawitz and Zielinski voted yes. No one voted no. Council agreed for the City Recorder to proceed with a first reading of Ordinance No. 3541. Ms. Sowa read Ordinance No. 3541, entitled, "An Ordinance Vacating a Portion of SE Sheridan Alley Right-of-Way in the City of Roseburg," for the first time.

RESOLUTION NO. 2020-13 – APPROPRIATION TRANSFER

Mr. Harker discussed the appropriation transfer was from two separate matters that affected the General Fund, which needed addressed. Projections for the General Fund Municipal Court had the current budget close to full expenditure with the cash out of accrued benefits of an employee who was leaving the City. Consequently, in order to ensure compliance with Oregon Budget Law, by not over-expending appropriations for the Municipal Court, it was proposed that appropriations be increased by \$5,000 through a transfer of funds from the General Fund contingency.

A change order for the Council Chambers camera upgrade project was required in order to utilize Ethernet network cables versus coaxial cables. Ethernet cables provided greater flexibility for future use and maintenance of the system. Additional software was required to allow the cameras to function as Ethernet cameras, which resulted in a project net increase of \$470. A transfer of appropriations from the IT Department's materials and services budget to the General Fund's Capital Outlay budget was proposed to address the need. The net impact to the General Fund was negligible and immaterial.

Councilor Cotterell moved to adopt Resolution No. 2020-13 authorizing appropriation transfers within the General Fund (Fund 100) for fiscal year 2019-20. The motion was seconded by Councilor Zielinski and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ANVIL NORTHWEST DESTINATION MARKING PRESENTATION

Cam Campman, Anvil Northwest General Manager/Creative Director reported when they signed on in July 2019, they were starting the visitor program from scratch. The beginning process was to determine a new name for branding purposes and "Experience Roseburg" was chosen. It took time to create enough traction for projects, but now they have a new travel guide, trade booth, UV Magazine, created scheduled content with Instagram and Facebook, and promoted branded assets for the public to see. They currently had enough content to get through 2020, but were still working on new videos to keep the public engaged and to evolve with updated messaging, assets and video stories. They recently launched a YouTube Channel and would provide video stories and promotions.

Mr. Campman went on to explain that shortly after launching the program, the world changed with the COVID-19 pandemic causing things to change socially. With it feeling like summer was cancelled, Mr. Campman explained he felt it was better to shift how things were posted and promote local tourism to show what the outdoors had to offer. Roseburg and surrounding areas had great places to get away from human interaction, experience a slower pace of life and enjoy the outdoors. He felt Roseburg was a secret spot that was precious. He planned to push local mascots of the area to show various assets by encouraging people to get away from the city and social media to enjoy having some space outside.

Mr. Campman continued by discussing the Visitor Center location. Currently, the Chamber of Commerce was located at the Center. He was trying to find alternatives and provided options to stay in the current location, move to a new location or have a micro site location. The current location had some drawbacks with access and needed building repairs. New location options were scouted, but have since been occupied. The micro site option could be a kiosk or display at strategic locations in town such as hotels or the library. Although a kiosk was more technologically forward, there could be a drawback that it would be ahead of the curve and unstaffed. He was happy to cohabitate the Visitor Center if that was the direction provided by Council. In the meantime, he was looking for other options in the city.

Dani Raines, Anvil Northwest Media Specialist, discussed media buys and those chosen for social print and publications. With the COVID-19 pandemic, they took a step back from media buying and began publication ads for practicing social distancing. They have allowed other entities to use their extra video footage to be used with Travel Oregon and worked with Urban Bliss and the Umpqua Food Trail that was now available on traveloregon.com. They decided to publish the next UV Magazine in August rather than July to allow businesses time after reopening.

Ms. Raines discussed a new resource tool from Travel Southern Oregon that gathered data through cell phone GPS and a second for credit card spending data to help with marketing development and to determine what the type of buy-in media was needed. Based on statistics for visitors from 50 to 500 miles away, Crescent City, California and Vancouver, Washington were areas for traveler origination. To keep people in the area longer, Ms. Raines explained the importance of promoting local area assets and hotels. It's also important to advertise during the low peak seasons to keep people coming to our area throughout the year. Since the COVID-19 pandemic, visitors to Crater Lake and Seven Feathers Casino dropped tremendously, but numbers for the Wildlife Safari soared since they remained open. In response to Mayor Rich, Ms. Raines explained they looked at the top zip codes up to 500 miles and speculated some traffic could have been related to raceways.

Kristi Rifembark, Anvil Northwest Social Media, discussed the analytics from their Instagram and Facebook accounts that showed averages of over 900 followers on Instagram and 1,000 on Facebook. While growing the social media sites, they were planning to utilize YouTube more and to include Pinterest. They have at least one post a day and as they have more paid content available, they could target outside areas. She looked forward to future events to help campaign and promote tourism to the area.

Mr. Campman stated the Experience Roseburg website had been running for almost three months which was in the middle of the COVID-19 pandemic. Via Google analytics, he was able to see what was most popular and that the majority of people were viewing the website from their smart phone. With the slowdown of quarantines and Oregon reopening, he looked forward to seeing the numbers rise. He provided a breakdown of funds spent during their first year and showed they were on target with their spending. In response to Councilor Cotterell, Mr. Campman explained the display for tradeshow was meant for traveling industry shows where other booths included guides and outfitters. Councilor Cotterell thanked Anvil Northwest for their presentation and exposing Roseburg to the world. Mayor Rich said the statistics provided was valuable information and nice to see.

2020 PAVEMENT MANAGEMENT PROGRAM SLURRY SEALS BID AWARD RECOMMENDATION, PROJECT 20PW02

Mr. Perkins explained slurry seals were a preventative maintenance treatment used to prolong the life of the paved surface. The draft FY 20-21 Transportation Fund Materials & Services budget included \$150,000 to complete this project. If awarded, the Notice to Proceed would not be issued until after July 1, 2020 and the contractor would be allowed 60 calendar days to complete the project. In response to Mayor Rich, Mr. Perkins confirmed the companies who provided bids were not new to the area and were the typical group who had provided bids for the last three years. Councilor Hicks wanted to know the reason for not receiving bids from local contractors and if there was a limit to how many times a road could have slurry sealing. Mr. Perkins explained the project took specialized equipment and were typically available through large companies with Eugene being the closest to the area. Because slurry seals extend the life of pavement by 5-7 years, it helped the City reach the goal of lifecycle costs.

Councilor Cotterell moved to award the 2020 Pavement Management Program Slurry Seals Project to the lowest responsible bidder, Pave Northwest, Inc., for \$90,259.24. The motion seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Hicks, Prawitz and Zielinski voted yes. No one voted no.

2020 PAVEMENT MANAGEMENT PROGRAM OVERLAY PROJECT BID AWARD RECOMMENDATION, PROJECT 20PW01

Mr. Perkins reported that in order to ensure adequate funding was available, the two sections of pavement rehabilitation were broken out separately into schedules as follows:

- Schedule A included Winchester Street from Stephens Street to Diamond Lake Blvd.
- Schedule B included Beulah Avenue from Central Avenue to its end.

The pavement rehabilitation work would involve a 2" grind and inlay on Winchester Street and a 2" overlay on Beulah Avenue. The work for all schedules represented approximately 1.1 miles of pavement rehabilitation. The project would also include Americans with Disability Act (ADA) ramp improvements. The project was advertised on May 19, 2020 and one bid was received on June 9, 2020 from Knife River Materials. If awarded, the Notice to Proceed would not be issued until after July 1, 2020 and the contractor would be allowed 100 calendar days to complete the project. In response to Councilor Cotterell, Mr. Perkins explained the 60 cents on the bid was due to the number of stripe lines. Councilor Eggers said residents in her neighborhood would be happy to know Beulah was included in the project.

Councilor Cotterell moved to award the 2020 Pavement Management Program Overlay Project to the lowest responsible bidder, Knife River Materials for \$921,727.60. The motion seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Hicks, Prawitz and Zielinski voted yes. No one voted no.

TASK ORDER AUTHORIZATION – CONSTRUCTION MANAGEMENT SERVICES FOR 2020 PAVEMENT MANAGEMENT PROGRAM, PROJECT 20PW01

Mr. Perkins stated that on December 8, 2014, Council awarded a Five Year Pavement Management Program engineering contract to Murraysmith, Inc. On March 11, 2019, Council authorized a task order to provide design services required to prepare biddable construction documents for the Pavement Management Program.

On September 23, 2019, Council awarded a new Five Year Pavement Management Program engineering contract to Century West Engineering. Century West Engineering would provide construction management (CM) services for the 2020 Overlay Project that was previously designed by Murraysmith. The proposed scope of work included pre-construction services, request for information support, proposal request and change order preparation, submittal review, preparation of pay requests, limited inspection services, preparation of record drawings, and other miscellaneous services. In response to Mayor Rich and Councilor Hicks, Mr. Perkins confirmed the City has moved on from one contract to a new one for pavement management. Murraysmith designed the work that Century West would now inspect, as they now held the five-year contract.

Councilor Cotterell moved to authorize a task order with Century West Engineering for construction management services for the 2020 Pavement Management Overlay Project for an amount not to exceed \$63,993.00. The motion seconded by Councilor Prawitz and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Hicks, Prawitz and Zielinski voted yes. No one voted no.

MARKED PATROL VEHICLE PURCHASE AUTHORIZATION

Mr. Klopfenstein discussed how the regular patrol fleet of nine vehicles was historically on a three-year rotation, as past history and maintenance records had shown this to be the best time for replacement after 3 years of continuous 24/7 use. This purchase would allow the department to replace four older patrol vehicles.

The Roseburg Police Department had used Lehr (formerly named Auto Additions) to up-fit police vehicles for the past several procurement rotations, and they had previously been designated as a sole-source provider for this service. The now utilized a local vender in Green, FX Design, for patrol vehicle graphics. Council adopted the FY 20-21 budget that included the purchase of four police vehicles and a total of \$222,400 had been allotted and was available in the equipment replacement fund to accomplish the purchase. Ford anticipated a six-month acquisition delay because of manufacturing interruptions due to COVID-19 that caused factory shutdowns. It was therefore important to get the vehicle order in as soon as possible and if authorized, the vehicles would be purchased after July 1, 2020.

Councilor Hicks expressed excitement for the purchase and stated the logo looked stealthy and fits the new image for the Police Department. Councilor Hicks moved to approve the bid award of four (4) 2021, fully equipped and up-fitted police utility vehicles in the amount not to exceed \$221,876.80. The motion seconded by Councilor Zielinski and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ITEMS FROM MAYOR, CITY COUNCIL AND CITY MANAGER

Councilor Prawitz said that after the first Work Study Session, he wanted to ask Council to consider including Casa de Belen and Peace at Home for the agency presentations because they helped with emergency shelters, homeless and youth. Mayor Rich explained he would like to hear from the first round of local agencies before Council submits requests to include others, but noted they would listen to as many as it would take to get through the process. He asked all of Council to be prepared to discuss this further at the next meeting.

07/13/2020

Councilor Zielinski stated that with her volunteer work with Douglas County COAD, she was determined to help find a shower trailer that could be used by the unhoused community. After calling around, one was discovered in the coastal area on Craig's List. South River Community Health Center offered to have the shower trailer at their facility and had a soft opening where 14 people were able to take a shower and were given new clothes and a set for later from the Salvation Army. At the next shower date, the HIV Alliance is going to provide hygiene kits and lunch, with the Salvation Army again providing clothing. She would love to see the mobile shower trailer come to Roseburg and placed in areas beneficial to the unhoused. The shower was fully contained, could be dumped at the Douglas County Fairgrounds and would just need electricity and water. Councilor Zielinski wanted to remind everyone the unhoused were humans, part of the community and this was one puzzle piece to help them get out of their situation. It was an opportunity to also provide information for housing, mental health, drug and alcohol counseling and other services. She hoped Council would be open to hear more about the shower trailer and come together to make it happen in Roseburg.

Councilor Hicks thanked those involved with cleaning the area under the Oak and Washington Bridges from the graffiti and the open panel on a light post. She walked to the meeting and said it was pleasant without the derogatory vandalism. She also noticed the heavy duty cage provided by ODOT to help deter camps under the bridge. Councilor Hicks discussed a livestock permitting process issue for residents who wished to have chickens on their property. The ordinance was created in 1995, and while researching other cities, some did not have a permit process or they allowed up to a certain number. She was not aware of the initial intent of the Ordinance, and wanted Council to consider making changes in the interest of homesteading, preserving food, being self-sustaining and aware of impacts of their environmental footprint. She asked Council to consider adjustments to the Ordinance.

Ms. Messenger stated that she hoped for consensus from Council regarding the shower trailer. If Council wanted one in Roseburg she would work to determine how it could be facilitated. Councilor Prawitz approved of the shower trailer and stated it was up and rolling and not something the City had to create. Councilor Zielinski said South River Community Medical Center was great to work with, they took responsibility for the trailer and would maintain it. She added that hygiene was important and could help stop the spread of the virus and other illnesses. Councilor Cotterell said he was good with multiple locations to try the shower. Councilor Hicks said it was a great idea, but without knowing the locations she wanted to make sure it was not on Jackson Street or at Eagle Park. She felt downtown was for shopping and retail, not showering, and she did not want to see the shower trailer placed in front of businesses that were already struggling to reopen. Council nodded their heads in approval for Ms. Messenger to proceed with the project.

ADJOURNMENT

The meeting adjourned at 9:15 p.m.



Koree Tate
Management Assistant

**MINUTES OF THE WORK STUDY SESSION MEETING
OF THE CITY COUNCIL
June 29, 2020**



Mayor Larry Rich called the Work Study Session Meeting of the Roseburg City Council to order at 6:00 p.m. on June 15, 2020 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

ROLL CALL

Present: Councilors Beverly Cole, Bob Cotterell, Sheila Cox, Alison Eggers Linda Fisher-Fowler, Ashley Hicks, Brian Prawitz and Andrea Zielinski.

Absent: None

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Jim Forrester, Community Development Director Stuart Cowie, Library Director Kris Wiley, Fire Chief Gary Garrisi, Police Chief Gary Klopfenstein, Communications Specialist Eric Johnson and Management Assistant Koree Tate.

DISCUSSION ITEM – COUNCIL GOAL #6: TO EXPLORE STRATEGIES TO ADDRESS ISSUES RELATED TO UNHOUSED INDIVIDUALS WITHIN THE COMMUNITY

Mayor Rich explained the procedure to allow the scheduled local agencies 20 minutes each for their presentation with time for questions at the end.

UNITED COMMUNITY ACTION NETWORK (UCAN)

Kelly Wessels, UCAN Chief Operating Officer, began by stating that no one solution existed regarding homelessness and it took a series of small steps over time. UCAN began taking a new approach to housing case management. It used to be one service and oversight, but now people needed assistance in navigating the system to utilize the most opportunities available. Ms. Wessels shared the demographics of those served in Douglas County: 525 individuals served, 257 households served which helped 231 men, 293 women and 184 children. Other demographics showed 77 veterans, 181 disabled/special needs, 162 domestic violence victims and 28 chronically homeless individuals. The chronically homeless population was elevating and is part of the cause for more systemic issues and affects our community health. UCAN spent \$57,000 on hotel vouchers with three-quarters of that used for homeless veterans.

Ms. Wessels explained that when someone was chronically homeless, more barriers came off and there are fewer resources available. UCAN feels the best approach is to work with other local agencies as a team to provide the range of services. Hotel/Motel shelter was the least efficient way to spend money, but necessary in critical situations. Single fathers and children could not access a shelter. During the Point in Time survey, it was discovered that 30% of the homeless were children which was very concerning. A contributing factor for homelessness was rent burden. When a household pays more than 40% of their income on housing, they were considered rent burdened. Many households pay in excess of 50% of their income which was labeled severe rent burden. As a parent, there were times when a decision had to be made to pay a utility bill or buy school supplies and clothing for their child or children. Prior to the COVID-19 pandemic, 60% of all renters in Douglas County were experiencing rent burden impacts and had trouble providing necessities such as food, clothing, medication and transportation. Some may not qualify for rental assistance or relief, but there were 32 different rent assistance services. Rental relief was

more of a credit and the emergency board gave \$2 million in funding to help those afraid of losing their homes.

Ms. Wessels reported that 64% of the homeless were in shelters with Oregon as the second highest unsheltered population behind the State of California. The largest increase nationwide in absolute unsheltered homelessness was also Oregon and California. Homelessness was not always about getting a home, but was about the ability to have access to wash your hands, have a place to sleep and medical assistance. Without those items, the elements can affect one's health and erode the health of a community. The chronically homeless have experienced homelessness for at least a year, or repeatedly, and are often struggling with a disabling condition such as a serious mental illness, substance use disorder or physical disability. The lack of a shelter, whether warming or cooling, and transitional housing created barriers in rapid rehousing. With constantly being on the move, there had been inconsistent care making it more difficult to be safe, stable or successfully navigate through complex systems. After navigating in different populations, Ms. Wessels stated that 1 in 20 students were homeless or in unstable homes. With the COVID-19 pandemic, some of those students used to have the safety of school and now there were no resources in place leaving many of them in unsafe homes or on the streets.

Ms. Wessels explained the types of services provided by UCAN included: rental assistance, deposits, utility assistance and other barrier removal funding designed to increase stabilization, physical and behavioral health, financial literacy and money management, employment and educational support, basic human support (hygiene, clothing, food, transportation and child care), holistic family strengthening and inclusive participation driven planning. When people learn how to do things on their own, they start to feel empowered. Systems have taught people over the years that if you comply with something you receive the benefit. Ms. Wessels concluded with a brief description of the Rent Well Tenant Education program that she felt was the pillar of how people could become successful. The program was open to UCAN residents and community members who may have a rental barrier and were looking to improve their skills and knowledge as a renter. The course was 15 hours of classroom time over a 6-week period. Once complete, a person was eligible for the Rent Well Landlord Incentive Fund that covered any costs above and beyond a security deposit such as past due rent, damages or unpaid fees up to \$5,000 if the student leaves before the end of the lease. In Douglas County, there were 47 participants with 21 graduates in 2019.

ADAPT

Jerry O'Sullivan, Senior Director of Operations, stated they had a health center in 3 locations in Winston and Roseburg to provide mental health, substance use disorder support, prevention assistance and three transitional housing projects. He noted the other agencies that Adapt works with to provide services. They provide prevention services in the schools and transitional housing for people in treatment who are struggling with homelessness. When working with someone, they look for the root of the cause to help solve the matter. Some have temporary issues while others were ongoing or chronic that at times, involved drugs, trauma or mental health. Initially they used to work on individual problems but changed to social deterrence of health like housing or nutrition.

Wayne Ellsworth, Homeless Outreach Coordinator at South River Community Health Center, discussed the outreach program that spanned from South of Roseburg to Glendale. He offers trainings to local for profit and non-profit groups. He had participated with cleanup efforts alongside Councilor Hicks and partnered with UCAN for the Point in Time count to create the

Homeless Study. He had reached over 1,000 people in the last year and worked to help create a connecting point with 12 supports in one place at the local Roseburg Dream Center for those released from incarceration. He felt a more collaborative approach was necessary to have a place where people could gain the tools needed to help make themselves more successful. Mr. Ellsworth felt it was important to have a clear understanding of the programs and services available as well as having someone mediate to prevent overlapping. Many people agreed that having a place to call home was a strong place to start and if people had a place to go then positive ripples start to take place. He goes to the jail each week to work with people for Oregon Health Plan eligibility before leaving incarceration. At the Roseburg Dream Center, he was able to work with their program to connect with those who needed help or were ready to make a change. He recently helped with the shower trailer at the South River Community Health Center. Two men were able to obtain jobs the next week because they were able to take a shower and receive new clothing. In the past, he had offered trash bags to fill for monetary compensation and received 28 bags back. It seemed to him that many of the homeless were migratory which created a larger risk of contracting the COVID-19 virus.

Mr. Ellsworth felt the City could assist with the issue by creating a homeless commission to address opportunities because he felt this area had the tools, talent, drive and compassion to make it work. He also felt the City could create policy in how to speak with local agencies that will uplift and compound the success rate of all services. He supported the idea of creating a low barrier shelter that would have the ability to host an engagement center to work with those who wanted to change. During the Point in Time count, 62% interviewed said it would have been great to have someone helping them with housing. He would like to see the City create a place where people can be and stay. He also suggested Council support housing first initiatives, permanent supporting housing and other opportunities to help the homeless.

Mr. O'Sullivan added working with people face to face in the community helped them advocate for those that needed assistance. He would like to see something tried and true with a set of procedures and services available. A lot of communities were struggling with housing and campers that were causing a lot of destruction and trash, and they as a group looked at those problems to find ways to create something to help solve the issues. The agency had grown over the years and now had over 400 people doing their work in different areas. They had been working on the Sobering Center that could help people find the right pathway to get better and connect with programs. It was just one piece of the puzzle. They are part of the Douglas County Supportive Housing Collaborative to build permanent supportive housing and should have that come online next year with services. To be a successful tenant was a big barrier, but having people available to help create a pathway and create connections could make all the difference.

COMPASS

Jerry O'Sullivan, Senior Director of Operations, Adapt, explained he was also part of the Compass Behavioral Health program which began four years ago. Adapt, Compass and South River Medical Health Center were all part of one organization. Mental health programs proved to be a lot more complicated than expected with a lot of regulations to work through. When done well, it made significant impacts and had been very successful. Adult services doubled and youth services tripled over the last few years with increased growth continuing. Mental health services could involve a lifetime of treatment. Many groups did not want to deal with the homeless who had mental health issues because they would need a clinician or an agency and that was a long-term relationship. It was a calling for those who do the work they provide and was about the

change a person could make happen from that extra effort. There was a wrap-around service that made a real difference called Assertive Community Treatment (ACT) which was high level care. Over time it makes a real difference for a person.

Cherie Barnstable, Compass Clinical Director, said they were committed to improving access to quality treatment and support for youth, families and adults in the community. They were the safety net for crisis services in Douglas County and the provider of specialized services for the chronic severe and persistent mentally ill. Under Compass, they offer a full-service array of different programs to support the community. The vast majority of services was provided to individuals in their homes or schools and in the community at large. They served a little over 1,700 clients across the county and a majority of the clients had diagnoses that include schizophrenia, psychotic disorders, bipolar or post traumatic stress disorder. They provided services to help clients at several location options including Reedsport and 26 school placements across the county. In addition to providing routine services for youth, families and adults, they offered 13 specialized programs and just submitted an application for a 14th program to assist and support people so they could be more stable in the community with a greater level of independence.

Ms. Barnstable reported the ACT specialized program had a fully contained team with a clinician, case management, employment support, treatment provider and access to medication. People within the program had been in and out of jail and institutions. ACT provided intensive services a minimum of 4 times a week to keep them stable and to help find jobs and housing. A person could be in the program for years if that was what it took to keep someone stable. Another program was a crisis team that provided services across the community and county. They have a walk-in basis and crisis team available for assessments to ensure a person was not a threat to themselves or others, or have an inability to care for themselves. They investigate the holes in their life and help take them to court proceedings if necessary. There was a mobile crisis program where clinicians co-deploy with Roseburg Police Officers on calls that might be mental health in nature. They have choice model services designed to capture the individuals that may be at risk going to the state hospital or transferred beyond the state level, and they provide support if someone needs assistance for an adult foster home. The Choice model funds could help with a utility bill or other type of small barrier payment that may otherwise keep someone from going to adult foster care. The funding was also available to someone living independently that was having trouble and could potentially lose their living situation. The program could allow 20 hours a month to assist with grocery shopping, money management, rides to a doctor appointment or teaching them to cook.

Ms. Barnstable stated they had a clinical case management program that was the most beneficial in connecting the unhoused with resources. They take them to social security and help with services for health, skills training and other vital skills to cope with life. Peer support services was another option to help someone with a mental health diagnosis as this person had been through a similar situation and could share their experiences. Early Assessment and Support Alliance was a preventative program for ages 15 to 25 based off of ACT. The focus was to catch individuals during their first episode of psychosis. The other issue may be a genetic risk because a parent had a psychotic dissolution. Being preventive up front can give them a successful life and out of the mental health systems all their life. They have four forensic programs to engage with people with low level crimes to assist with getting them in services. The 370 group was an aid and assist judicial program for someone determined to be able to participate in court proceedings. When someone had been deemed guilty by insanity, they work with them after being released from the mental hospital. They have a Mental Health Court program to keep people from moving back to

where they were in life. A new program was the Impact Grant to help individuals that had 4 or more incarcerations with a mental health diagnosis and to link them to services they may not have had access to in the past to avoid recidivism. Another program was the Protective Service Investigation to help those suspected of being abused be less victimized.

Ms. Barnstable said there were several barriers providing services and a small population of homeless that just did not want to engage. They try to start with a warm blanket or cup of soup until they can build a small level of trust to begin working with homeless individuals. They have experienced a lot of state cuts over the years, especially the adult foster home services that were cut in half 5 years ago. They used to have 9 homes of 50 beds and now were down to 4 homes with 18 beds.

HOMELESS TRANSITION ACTION GROUP (HTAG)

Jim Caplan, HTAG Chair, explained he was one of the founders and the group started with everyone in a room to discuss concerns about homelessness and what could be done. A survey was conducted for the downtown area in 2015 that listed homelessness and street crime as the top concerns which would most likely be the same results if surveyed today. They created a strategic plan in 2016 and looked at 14 areas to make significant improvement in downtown. Five topics of focus for the group was information and education, crime, sanitation, housing and services and support. Through the meetings they maintained a principle value of having the chance to brainstorm solutions and remind each other of priorities to keep chipping away to make good things happen.

Catherine Paul said she had been working with HTAG since the beginning and noted how the group had maintained a consistent focus on how to tend to the complex issues of the homeless population. They had stayed true to their intention and worked as a community-based organization to engage with diverse private and non-profit agencies to contribute to conversations. Many in the group were strong, educated and creative and had come to know the principles of rapid rehousing, permanent supportive housing, emergency shelter, and outreach to businesses and other programs not discovered. In the end, it was the collaboration of leaders and elected officials working together to make a successful program and she suggested Council consider creating a Homeless Commission.

Dane Zahner, HIV Alliance, explained he was going to cover some things that were not working. He said they needed City support to tackle the issues because many organizations were working solo which led to overlapping resources. He would like to see a good resource list to provide the homeless in the community. There were strict limitations for housing, so he suggested a low barrier shelter. The goal was to remove the obstacle for housing and to have affordable, transitional and emergency housing options. The key to remember was the homeless were community members, human beings and compassion was needed to create a productive community. Change could not happen overnight, but this could be a place to overcome obstacles for the homeless population.

Mike Fieldman, HTAG representative/former UCAN Director, thanked Council for holding the meetings and having discussions to investigate the homelessness in the area. The City could assist HTAG by deciding how to play a part in creating solutions to homelessness, develop a Homeless Commission that would provide input, define solutions, suggest actions, coordinate initiatives and support collaborations, and become familiar with the City's homeless study. In a

handout provided, he noted some barriers to addressing the needs of the homeless which included: community perceptions, lack of coordination, lack of resources, criminal justice response and the inability to attract housing development. He suggested the City become aware of the efforts occurring in their own back yard such as inviting the "Impact Project" with Umpqua Health Alliance to learn about what they were doing. Other suggestions were to continue seeing what other communities were doing and implement ideas that would work in Roseburg, create a policy on how to engage with non-profits and have an agreement of understanding between the City and supportive services on what needs to be done and how services would be provided. The final suggestion was to review and amend ordinances to better encourage the construction of tiny homes and create incentives for private homeowners to build accessory dwelling units. Mr. Fieldman said the Dream Center had extended an open invitation to Council and City Staff to come see firsthand the services they were providing and to meet the people who go to the Center.

LOCAL PUBLIC SAFETY COORDINATING COUNCIL (LPSSC)

Allen Hobson, Housing Subcommittee Chair, explained LPSSC started with housing and mental health as two priorities. Housing was a great need for the formerly incarcerated population, and individuals with mental illness sometimes cycled through the jail and emergency room without receiving the help they needed. To address those issues, LPSSC created a Housing Subcommittee and a Behavioral Health Subcommittee. Senate Bill 1145 in 1995 required every county in Oregon to convene a LPSSC with the purpose to include coordinating criminal justice policy and planning, making recommendations to County Commissioners regarding the use of resources to supervise local offenders, and developing and approving programs funded by state Justice Reinvestment grant funding. The grant funding supported programs to rehabilitate offenders locally and avert the need to open a new state prison. It also paid for Residential Substance Abuse Treatment (RSAT) beds in the jail, specialty court prosecution services, transitional housing for RSAT graduates and victims' services. The money to individuals was provided up to six months to help cover rent until the person could recover and provide for themselves.

Mr. Hobson said they would like to increase availability and affordability for housing in the area and have a website and phone information for programs and providers to hand out to the homeless population. A program was launched at the Dream Center to help those released from jail. Unfortunately, there were several people who were frequently incarcerated, but they were trying to help them break the cycle and stay out of jail. One thing that made a difference for those with mental illness or drug addiction was to have someone demonstrate care. Over time, it proved effective to have a peer mentor or case manager to help with day-to-day functions. They had seen gaps in the program mainly from HIPPA requirements that did not allow agencies to share medical information. With the COVID-19 pandemic, meetings had been on hold with fewer people going through the program making it harder to get them off the street.

COUNCIL DISCUSSION

Councilor Hicks stated that regarding the programs mentioned, she wanted to know where those who were on a sex offender registry list would fall. She understood several offenders were not being registered after their time in jail and felt it was a problem to have them among the homeless population.

Councilor Cotterell thanked the presenters and said it was helpful to hear the different perspectives regarding homelessness. One point he noted was that he heard a lot of numbers, but not numbers

showing a success or failure. He would like to see the actual data before choosing an option that would spend the taxpayer's money.

Mayor Rich said he was amazed at all the different services available and felt people really had to fall through the cracks to be missed for a program. When he used to work in the schools, one of the first things to do was obtain names and faces of who were falling through the cracks. He was willing to go with someone to the different local camps to meet people and see who was utilizing a local program. He also suggested having the police ask these questions when they stop and cite someone. His hope was that all people he meets would say they were part of one program or another.

Councilor Eggers agreed the presentations were eye opening and understood the general message of needing to collaborate better. They have an opportunity in a small town to make a big difference, but felt there needed to be a better connection with the homeless population to help them utilize the programs available.

Councilor Cole discussed the Point in Time count and wanted to know if there was a different number of who were homeless since not everyone in that situation was reached. She would like to know how many participate in programs in the city because she did not see how people could fall through the cracks unless it was their decision to do so, because even in jail there were opportunities.

Mike Fieldman added that when looking at this, people may come in for a service but have multiple needs. Someone may come in about housing, but not hear about the other services available. For people with mental illness, 50% had a traumatic brain injury where their cognitive processes did not work right. He cautioned that they were looking at medical conditions but they needed to look at all services to find the right type.

Councilor Prawitz suggested they had to get to a point of one-on-one help to guide people through the system. He shared a story about a man in need of adult foster care but was not willing to walk over the threshold to get the service. There were several people in the community who were in obvious need of mental assistance and many of them refuse help. He was not ready to have a conversation on the next steps of what to do without hearing from more people. This was an important decision that would take time and should not be rushed.

Councilor Fisher-Fowler thanked the presenters and said it was a lot of information to digest. One piece of information she took from the conversations was the large number of organizations and services available with some areas overlapping and some lacking. It seemed like HTAG was the umbrella of the groups and felt coordination could be better for services available.

Councilor Zielinski thanked everyone for attending the meeting and said the work they do in the community was amazing and she was thankful they came to the meeting. She tried to be engaged with many of the organizations and appreciated their work to think outside the box. She agreed a Homeless Commission was needed because getting people in a room for actionable items to make forward progress was important. The homeless were neighbors in the community and there needed to be a strong effort to collaborate and communicate better with each other. Councilor Zielinski said she had been researching other areas and listening to stories. There were 845

07/13/2020

individuals and 695 homeless households with children out in the streets and being victimized. She would like to take the next step to talk about the homeless condition and keep moving forward.

Councilor Cox said she appreciated the input from the presenters and was impressed with all the different programs. It was a sad situation but agreed she would like to hear from more agencies and someone about youth in the area. She also agreed forming a Homeless Commission seemed like the direction they were going and would need input from other team members to know how to form the Commission and who to have involved.

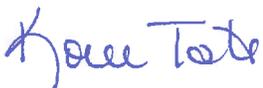
Councilor Cotterell said he would like to hear a presentation from the VA Mental Health Program. He noticed veteran mental health patients tend to connect with others with similar disorders. He sees people screaming, having conversations with themselves and waving their arms out in public. Most were not threatening, but the issue was that many ended up having a mental health crisis in the middle of the night when clinics and offices were not open, so taxpayers lost money from the emergency room visits and time taken by law enforcement trying to help.

Mayor Rich determined Council agreed to have more agencies provide a presentation about their programs. He asked City Staff to work with Council to create the next list of agencies to invite. The next Work Study would be scheduled on July 20, 2020 at 6:00 p.m. He asked Staff to begin putting together ideas that could work in the community to have available.

Councilor Hicks said she heard during conversations that a huge concern was with homeless youth or children in the area and suggested an agency come talk about the situation in Roseburg. She would also like to hear from Parole and Probation to learn about the number of people considered as frequently incarcerated. She felt like they were all over the board on housing availability and took offense to the camping term used. In her opinion, camping cost money and involved recreation. The homeless group that created the most complaints were squatters along the riverbanks causing destruction and leaving trash. Another person deceased was found in the river and she was tired of hearing about that same situation again and again. If they were going to have other meetings and listen to other organizations then she wanted to know who would be addressing the squatters.

ADJOURNMENT

The meeting adjourned at 8:07 p.m.



Koree Tate
Management Assistant



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC NEW WINERY OUTLET Urban Blendz, LLC – 2405 NE Diamond Lake Boulevard, Suite 120

Meeting Date: July 13, 2020
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Koree Tate, Management Asst
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Roseburg Municipal Code Chapter 9.12 requires staff review of all applications submitted to the Oregon Liquor Control Commission for a license to sell alcoholic beverages within the City. Upon completion of staff review, the City Recorder is required to submit the application and a recommendation concerning endorsement to the Council for its consideration. Changes to existing licenses must be processed in the same manner.

BACKGROUND

OLCC has received an application from Mike Cronk and Delina Norton, Urban Blendz, LLC Owners, as a new winery 1st location outlet.

A. Council Action History.

Chapter 9.12 requires Council to make a recommendation to OLCC on the approval or denial of all liquor license applications submitted by any establishment located inside City limits.

B. Analysis.

The Police Department conducted a background investigation on the applicants and found no reason to deny the application.

C. Financial/Resource Considerations.

The applicant has paid the appropriate fee for City review of the application.

D. Timing Considerations.

The applicant is requesting endorsement from the Council for immediate submittal to OLCC.

COUNCIL OPTIONS

Council may recommend OLCC approval of the application as submitted or recommend denial based on OLCC criteria.

STAFF RECOMMENDATION

Staff recommends Council approval of the application as submitted.

SUGGESTED MOTION

"I MOVE TO RECOMMEND APPROVAL OF THE OLCC NEW WINERY OUTLET APPLICATION FOR URBAN BLENDZ, LLC LOCATED AT 2405 NE DIAMOND LAKE BOULEVARD, SUITE 120 IN ROSEBURG, OREGON."

ATTACHMENTS:

Attachment #1 – Subject Application

Cc: License Applicant with copy of agenda
Jonathan Crowl, OLCC Representative



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

1. Application. Do not include any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp:
<input type="checkbox"/> Brewery 2 nd Location	Name of City or County:
<input type="checkbox"/> Brewery 3 rd Location	Recommends this license be: <input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Brewery Public House 1 st location	By: _____
<input type="checkbox"/> Brewery Public House 2 nd location	Date: _____
<input type="checkbox"/> Brewery Public House 3 rd location	
<input type="checkbox"/> Distillery	
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege 1 st location	
<input type="checkbox"/> Grower Sales Privilege 2 nd location	
<input type="checkbox"/> Grower Sales Privilege 3 rd location	
<input type="checkbox"/> Limited On-Premises	
<input type="checkbox"/> Off-Premises	
<input type="checkbox"/> Off-Premises with Fuel Pumps	
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input checked="" type="checkbox"/> Winery 1 st Location - <i>NC</i>	
<input type="checkbox"/> Winery 2 nd Location	
<input type="checkbox"/> Winery 3 rd Location	
	OLCC USE ONLY
	Date application received: <i>10/11/19</i>
	By: <i>OC</i>
	License Action(s): <i>New Outlet</i>

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

Urban Blendz LLC
 (Applicant #1) _____ (Applicant #2) _____
 _____ (Applicant #3) _____ (Applicant #4) _____

3. Trade Name of the Business (Name Customers Will See)

Urban Blendz

4. Business Address (Number and Street Address of the Location that will have the liquor license)

2405 NE Diamond Lake Blvd Suite 120

City <i>Roseburg</i>	County <i>Douglas</i>	Zip Code <i>97470</i>
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OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) <i>Urban Blendz</i>			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address / PO Box, Number, Street, Rural Route (where the OLCC will send your mail) <i>16-6-7 NE Jacobson St</i>			
City <i>Roseburg</i>		State <i>OR</i>	Zip Code <i>97470</i>
9. Phone Number of the Business Location <i>541-671-8341</i>		10. Email Contact for this Application <i>mikec@ubwine.com</i>	
11. Contact Person for this Application <i>Mike Cronk</i>		Phone Number <i>541-671-8341</i>	
Contact Person's Mailing Address (if different)	City	State	Zip Code

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is **prohibited** on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

Applicant Signature(s)

- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a person other than an applicant signs the application, please provide proof of signature authority.

(Applicant#1)

_____ (Applicant #2)

_____ (Applicant#3)

_____ (Applicant #4)



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

PLANNING COMMISSION VACANCY

Meeting Date: July 13, 2020
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Amy L. Sowa, City Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Planning Commission Member John Kennedy passed away suddenly, leaving a vacancy on the Planning Commission.

BACKGROUND

A. Council Action History.

n/a.

B. Analysis.

Mr. Kennedy passed away suddenly on July 8, 2020, leaving a vacancy on the Commission. An appointee to this position must reside in the City. Upon Council's declaration of the vacancy, Staff will begin soliciting from interested parties through the local news media, social media and City's website for one week. Applicants from the previous solicitation period, plus any new applicants, will be invited to be interviewed by the Council during the July 27, 2020 meeting.

C. Financial/Resource Considerations.

n/a.

D. Timing Considerations.

It is recommended action be taken as soon as practical to declare the vacancy and take steps to fill the position.

STAFF RECOMMENDATION

Staff recommends the City Council declare the vacancy on the Planning Commission.

SUGGESTED MOTION

"I MOVE TO DECLARE THE VACANCY ON THE PLANNING COMMISSION, WITH CONDOLENCES."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



FIRE ENGINE COOPERATIVE PURCHASE

Meeting Date: July 13, 2020
Department: Fire
www.cityofroseburg.org

Agenda Section: Public Hearing
Staff Contact: Gary Garrisi
Contact Telephone Number: 541-492-6770

ISSUE STATEMENT AND SUMMARY

Council will be considering the purchase of auto extrication equipment and a new fire engine to replace an older model as part of a standard and scheduled vehicle fleet rotation. The fire engine will be procured from the Houston-Galveston Area Council (H-GAC) agreement, which provides the best price for purchasing.

BACKGROUND

A. Council Action History.

Council has approved the Fire Department's process of purchasing fire apparatus in past budget cycles.

B. Analysis.

The City recently published its intent to procure the pumper through an interstate cooperative procurement process in the Daily Journal of Commerce of Portland, Oregon and The News Review. No comments were received.

Fire Department triple combination pumpers are on a 20-year replacement schedule, and the purchase of this apparatus will allow for the retirement of a 1997 fire engine. The department will place a current first-out 2005 engine into reserve, to be utilized when front line apparatus' are in need of repair. In addition, the Fire Department is in need of replacing a set of auto extrication equipment that no longer meets current standards for new car construction; this replacement will standardize auto extrication equipment across the fleet.

C. Financial/Resource Considerations.

The equipment replacement fund has \$650,000 budgeted in FY 20-21 for a new triple combination pumper. The Fire Department has received a proposed price of \$631,102 but with prepayment options, has reduced the purchase price to a maximum of \$601,287..

Proposal Price	631,102.00
Less chassis progress payment discount	(10,179.00)
Less payment upon completion	(5,914.00)

Less 100% pre-payment discount	<u>(13,731.00)</u>
Subtotal including all pre-pay discounts	601,287.00

The Holmatro auto extrication set will be purchased from Fire Rescue Equipment NW, LLC at a maximum price of \$30,000.

D. Timing Considerations.

Staff would like to complete this purchase as soon as practical. The lead time for the completion of this apparatus is 10-15 months, excluding any unforeseen setbacks.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize the purchase of the triple combination pumper and auto extrication equipment; or
2. Request more information; or
3. Not recommend proceeding with the purchase.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the purchase of the triple combination pumper and auto extrication equipment.

SUGGESTED MOTION

"I move to approve the purchase of the triple combination pumper and auto extrication equipment in the amount not to exceed \$632,000."

ATTACHMENTS:

Attachment #1 – Public Hearing Notice



PUBLIC NOTICE OF COOPERATIVE PROCUREMENT

Notice is hereby given that the City of Roseburg intends to enter into a contract with Pierce Manufacturing, Inc. not to exceed \$632,000.00 for the purchase of one Pierce triple combination pumper through an interstate cooperative procurement established by the Houston-Galveston Area Council (H-GAC) and in accordance with ORS 279A.220.

It is in the best interest of the City to acquire the Pierce triple combination pumper through a cooperative procurement with H-GAC to achieve substantial cost and time savings. The purpose of this notice is to provide information to the public and to invite interested persons an opportunity to submit written comment.

Any person may submit comments specific to this notice within seven days of the date of this public notice. The protest shall provide a detailed statement of the legal and factual grounds to support the protest, demonstrate how the procurement process is contrary to law, and the relief requested. Written protests must be delivered to City Recorder Amy L. Sowa, 900 SE Douglas Avenue, Roseburg, OR 97470 no later than 4:00 p.m. July 7, 2020. Protests shall be handled pursuant to OAR 137-046-0470; ORS 279A.225; and ORS 279B.400 to 279B.425. Written protests received after the closing date and time are late and will not be considered.

This notice is given in accordance with provisions of the Oregon Revised Statutes, 279A.220, and Oregon Administrative Rules, 137-046-0430 to 137-046-0470.

Amy L. Sowa

Amy L. Sowa
City Recorder

Published on June 30, 2020

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



TRANSPORTATION AND GROWTH MANAGEMENT (TGM) GRANT BICYCLE ROUTE PROJECT RESOLUTION 2020-15

Meeting Date: July 13, 2020
Department: Community Development
www.cityofroseburg.org

Agenda Section: Resolutions
Staff Contact: Stuart Cowie, Director
Contact Telephone Number: 541-492-6750

ISSUE STATEMENT AND SUMMARY

The City of Roseburg is eligible to apply for a 2020 Transportation and Growth Management (TGM) grant. TGM is a joint program of the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT). Grants are issued to communities looking to diversify transportation choices. Grants may be issued for planning projects, code assistance, education and outreach, or current transportation assessment.

The Community Development Department is proposing to apply for a planning project grant designed around identifying designated bicycle routes throughout the community. The purpose of the project is to promote bicycle trip generation by establishing and mapping designated bicycle routes throughout the City and supplementing routes with mapping and wayfinding signage. The project will identify and map routes to and from popular destinations such as parks, schools, commercial centers, and major employers; identify suitable low speed, low volume, parallel routes to streets with a high volume of vehicles that connect to the City's central multi-use path (The Umpqua River Trail); and make recommendations for placement of signage, signage content, striping, and other wayfinding infrastructure.

BACKGROUND

A. Council Action History.

On February 10, 2020, the City Council adopted the Roseburg Transportation System Plan (TSP). During that meeting the Council heard from a number of community members interested in furthering bicycle/pedestrian improvements throughout the City. One of the projects listed in the TSP identifies wayfinding and bicycle route designation as a means to establishing a better connected, safer, and inviting bicycle route network.

B. Analysis.

Some bike route signs currently exist within the community, but they do not appear to designate any clearly identified bicycle route network and it is uncertain when they were

posted. It is our hope that with funding provided by the grant these signs and others can be relocated on low speed, low volume parallel routes to some of Roseburg's busier arterial streets. It can be uncomfortable to ride alongside traffic on an arterial roadway system for more timid bicyclists or families with children. It is the City's goal to build a bicycle network that is set up to serve users of all abilities. Identifying low speed, low volume parallel routes and building a wayfinding system to guide users off more hazardous routes is a way we can fill the network gaps and create a safer and welcoming experience for bicyclists of all abilities.

In addition to signed routes, a physical and digital map of the designated bicycle network will also be created linking bicyclists to major destinations throughout the community such as commercial centers, schools, major employers, parks and popular transit stops. The multi-use path will serve as the backbone of the bicycling network with designated routes extending throughout the community.

C. Financial/Resource Considerations.

The TGM grant requires a local match of 12 percent of the total project cost. This required match will come in the form of time spent working on the project from staff, volunteers, and project committee members. No form of cash is anticipated to be used as part of the local match.

D. Timing Considerations.

Council approval at this meeting allows the application to be processed during the 2020 allocation period. The deadline for the application is July 31, 2020. Project award announcements will occur in September.

COUNCIL OPTIONS

1. Direct staff to proceed with the application for the TGM grant.
2. Delay application for the TGM grant until a later funding cycle.
3. Take no action.

STAFF RECOMMENDATION

Staff recommends Council approve the request to complete an application for a TGM grant establishing a designated bicycle route throughout the City of Roseburg.

SUGGESTED MOTION

"I move to adopt Resolution No. 2020-15 and direct staff to move forward with the TGM grant application process."

ATTACHMENTS:

Attachment #1 – Resolution 2020-15

RESOLUTION NO. 2020-15
A RESOLUTION AUTHORIZING AN APPLICATION FOR A TRANSPORTATION GROWTH
MANAGEMENT GRANT TO CREATE A BICYCLE NETWORK WITH CLEARLY DESIGNATED
BICYCLE ROUTES WITHIN THE CITY

WHEREAS, the City of Roseburg is eligible to apply for a 2020 Transportation Growth Management grant;
and

WHEREAS, the Transportation Growth Management program is a partnership of the Oregon Department of Land Conservation and Development and the Oregon Department of Transportation to help local governments with skills and resources around long term plans affecting their transportation system which in turn influences land use patterns; and

WHEREAS, the City of Roseburg has identified the need to designate bicycle routes throughout the City to better connect the existing bicycle network within the community; and

WHEREAS, the City desires to participate in this grant program in order to determine designated bicycle routes on low speed, low volume streets and make recommendations for placement of signage, sign content, striping, and other wayfinding infrastructure in order to establish a better connected, safer, and inviting bicycle route network.

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

Section 1. Authorization is hereby granted to apply for a 2020 Transportation Growth Management grant to create a bicycle network with clearly designated bicycle routes within the City.

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

ADOPTED BY THE ROSEBURG CITY COUNCIL ON JULY 13, 2020.

Amy L. Sowa, City Recorder

ORDINANCE NO. 3540

**AN ORDINANCE AMENDING CERTAIN SECTIONS OF TITLE 12 OF THE
ROSEBURG MUNICIPAL CODE REGARDING LAND USE AND DEVELOPMENT
REGULATIONS AS SET FORTH HEREIN.**

WHEREAS, after reviewing the recommendation of the Public Works Commission on May 14, 2020 and the Planning Commission after conducting a public hearing on March 2, 2020.

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

SECTION 1. Section 12.06.020(E) entitled "Sidewalks, curbs, gutters, storm drainage" is hereby amended to read as follows:

E. Sidewalks, curbs, gutters, storm drainage.

1. **When Construction Required.** It shall be a condition of the issuance of a development permit for all property being newly developed, or developed to the extent that structural alteration will increase the size of the total gross floor area on the property, that sidewalks, curbs, gutters, and storm drainage facilities, conforming to the standards and guidelines established by the Public Works Director, shall be installed along the entire frontage of the property at the sole cost of the permittee prior to the issuance of an occupancy permit, except as provided for in Paragraphs 12.06.020(E)(3) and 12.06.020(E)(4) as outlined below.
2. **Zone Change, Subdivision Plats, Planned Unit Development, and Street Construction.**
 - a. As a condition of approval of final plats for subdivisions and final plans for planned unit developments, the applicant shall be required to provide for installation of the permanent improvements described in Paragraph 12.06.020(E)(1) above.
 - b. Subject to the limitations and exceptions set forth in Paragraph 12.06.020(E)(4) below, the construction of curbs, gutters, sidewalks, and storm drainage facilities conforming to standards and guidelines of the Public Works Director shall be completed prior to issuance of an occupancy permit for all property where there is a change in zoning and actual use from a residential district to any other zone and use.
 - c. Where the construction of a public street is to take place, whether through assessment proceedings, developer construction, or a government sponsored or funded project, said street shall be constructed with the improvements specified in Paragraph 12.06.020(E)(1) above.

3. Financing For Single Property Improvements. The improvements specified in Paragraph 12.06.020(E)(1) above may be constructed by the City and paid for by the property owner via an assessment against the property in accordance with financing alternatives, if any, provided in this Code, and subject to approval by the Public Works Director.
4. Limitations and Exceptions. The improvements specified in Paragraph 12.06.020(E)(1) above shall not be required at the time of issuance of a development permit for new construction or development adjacent to public streets, or at the time of a zoning and actual use change from a residential district when:
 - a. An existing single family dwelling, duplex and/or its accessory structure(s) is replaced without increasing the size of the floor area or altered by one or more increases in the size of the floor area adding up to a total increase of less than fifteen percent of the total gross floor area of all structures¹ on the property during a fifteen-year period, and

No public sidewalks exist within 250 feet of the front property line on the same side of the street of any of the frontages. A corner lot or parcel has two or more front property lines and frontages.
 - b. No final profile grade elevation for the street can be established by the Public Works Director based on then existing knowledge of planned street widening or improvements or where in residential zones, topographical features or existing public utilities or similar obstructions prevent construction to standards set by this code as determined by the Public Works Director; or
 - c. When unsolved problems relating to drainage or other street construction factors prevent or make impracticable final sidewalk construction on said street at a time prior to the expected completion date of the construction for which the permit is sought. However, the property owner, or the permittee, prior to issuance of a certificate of occupancy, shall be required to grade, either by cutting or filling or a combination thereof, the public right-of-way from the nearest edge of the existing traveled way to the right-of-way margin of the street adjacent to the property to provide for drainage in accordance with standards and as directed by the Public Works Director.
 - d. When the property is located in an RO, R10, R7.5, or R6 District and has been exempted by street, block or neighborhood under this Paragraph 12.06.010(E)(4).
 - e. When improvements are not constructed at the time of issuance of a development permit, pursuant to "a," "b," "c" or "d" above, the applicant or property owner shall also agree in a signed written and subsequently

¹ Only structures that would require a building permit to be constructed are included in the calculation of gross square footage of structure(s) on the property.

recorded agreement to install permanent sidewalk improvements at his/her sole cost, or in accordance with other agreed financing alternatives, at such time, if any, as the street is improved and conditions permit said construction, all as directed by the Public Works Director.

5. Relief and Appeal. The jurisdiction may from time to time establish, revise, delete, or otherwise determine what streets, blocks, or neighborhoods may be exempted from these standards due to terrain, physical restrictions, available right-of-way width, or other substantial reason. The City Council shall have authority to grant relief from the application of provisions of Subsection 12.06.020(E) upon due notice and hearing, and upon a finding by the City Council that, due to physical conditions beyond the control of the applicant, application of these requirements would result in unworkable or unsafe conditions, including adverse effects on use or access to the premises.
6. Standards to be Developed by the Public Works Director. Standards and guidelines shall be developed by the Public Works Director for sidewalk improvements and associated construction.
7. Conditions to Issuance of Permit to be in Writing. The applicable conditions to issuance of a development permit which are imposed by this Section shall be written upon the permit or embodied in a separate written agreement and attached to the permit, which shall be made a part of the permanent records of the Building Official.

SECTION 2. All other Chapters, Sections and Subsections of Title 12 of the Roseburg Municipal Code shall remain in full force & effect as written.

ADOPTED BY THE ROSEBURG CITY COUNCIL THIS 13th DAY OF JULY, 2020.

APPROVED BY THE MAYOR THIS 13th DAY OF JULY, 2020.

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, CITY RECORDER

**ORDINANCE NO. 3541
AN ORDINANCE VACATING A PORTION OF SE SHERIDAN ALLEY
RIGHT-OF-WAY IN THE CITY OF ROSEBURG**

WHEREAS, pursuant to Roseburg Municipal Code Chapter 4.06, upon receipt of a report from the Community Development Department, the City Recorder initiated proceedings to vacate a portion of SE Sheridan Alley right-of-way in the City of Roseburg, more particularly described in Section 1 of this ordinance and shown on the map attached hereto as Exhibit "A" of this ordinance; and

WHEREAS, the City Recorder published a notice of a public hearing on the proposed vacation to be held before the Roseburg City Council on June 22, 2020, in The News-Review, a newspaper of general circulation in the City of Roseburg, Oregon, on June 5 and June 12, 2020, posted said notice at or near each end of the vacation area and mailed the same to all affected property owners, not less than 14 days prior to the date of the hearing, all of which more fully appear in the proof of publication, posting and mailing on file in the City Recorder's Office; and

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

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

SECTION 1. A portion of SE Sheridan Alley, further described as follows:

All of that alley in Block 52, Rail Road Addition To The City Of Roseburg, as recorded in Volume 2, Page 10, plat records of Douglas County, Oregon that was not vacated per Ordinance Number 1451 (Instrument Number 295338, Douglas County Clerk's records); said portion hereinafter being referred to as "remaining alley" and being more particularly described as follows:

Beginning at the Southeast corner of Lot 12 of said Block 52, Rail Road Addition To The City Of Roseburg; said corner also being the Southwest corner of said remaining alley; thence along the West line of said alley, North 26°55'00" East, 85.34 feet to the Southwest corner of said alley vacated in Instrument Number 295338; thence along the South line of said vacated alley, South 63°05'00" East, 17.67 feet to the Southeast corner of said vacated alley; thence along the East line of said remaining alley, South 26°55'00" West, 85.34 feet to the Southwest corner of Lot 1 of said Block 52, Rail Road Addition To The City Of Roseburg; thence along the South

line of said remaining alley, North 63°05'00" West, 17.67 feet to the point of beginning and containing 0.03 acres (1508 square feet), more or less.

BASIS OF BEARING

Rail Road Addition To The City Of Roseburg (Volume 2, Page 10, plat records of Douglas County)

SECTION 2. A public and private utility easement shall be granted and reserved over the entire property described in the above Section 1, and being vacated by this ordinance, to allow for possible future utility installation.

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

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

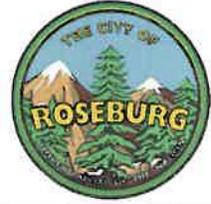
ADOPTED BY THE ROSEBURG CITY COUNCIL THIS 13th DAY OF JULY, 2020.

APPROVED BY THE MAYOR THIS 13th DAY OF JULY, 2020.

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, CITY RECORDER



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

CITY MANAGER ACTIVITY REPORT

Meeting Date: July 13, 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 July 13, 2020, meeting, the following items are included:

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



Agenda
Department Head Meeting
PSC Umpqua Conference Room
June 15, 2020 - 10:00 a.m.

1. Review June 22, 2020 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents and/or Grants to review and/or sign
 - a. Annual 4th of July Block Party Parade – July 4
4. Department Items
 - a. Illegal signs posted on public property (NM/AS)

City Connection: Articles Due By Friday, July 17 (or sooner if ready)
Publishing Date: Goal is by July 27 to Council, July 28 to public



Agenda
Department Head Meeting
PSC Umpqua Conference Room
June 23, 2020 - 10:00 a.m.

1. Review June 22, 2020 City Council Meeting Synopsis
2. Review June 29, 2020 Work Study Session Meeting Agenda
3. Review July 13, 2020 City Council Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents and/or Grants to review and/or sign
 - a.
6. Department Items
 - a. Illegal signs posted on public property (NM/AS)

City Connection: Articles Due By Friday, July 17 (or sooner if ready)
Publishing Date: Goal is by July 27 to Council, July 28 to public



Agenda
Department Head Meeting
PSC Umpqua Conference Room
July 6, 2020 - 10:00 a.m.

1. Review July 13, 2020 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents and/or Grants to review and/or sign
 - a. Douglas County Veterans Day Parade Permit
4. Department Items
5. Employee Service Pins
 - a. Noriko Corrado – 20 years
 - b. Troy Kimball – 10 years

City Connection: Articles Due By Friday, July 17 (or sooner if ready)
Publishing Date: Goal is by July 27 to Council, July 28 to public

TENTATIVE FUTURE COUNCIL AGENDA

Unscheduled

- Airport Fees for Fire Agency Services
- Parklet Update
- PEG Channel Discussion
- RMC 3.06 Amendments
- RMC 5.04 Amendment - Water Rules and Regulations
- Solid Waste Flow Control Ordinance
- Southern Oregon Medical Workforce Center Update
- Umpqua Basin Urban Services Agreement

July 20, 2020 – 6:00 p.m.

Work Study Session

July 27, 2020

Consent Agenda

- A. Minutes of July 13, 2020

Resolution

- A. Resolution No. – Correcting Water Fee – Stacie Court

Department Items

- A. Stewart Parkway Bridge End Panel Repair Bid Award Recommendation
- B. League of Oregon Cities Legislative Priorities
- C. Final Design Services for Douglas Avenue

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

Department Items

- A. Cast in Place Pipe (CIPP) Bid Award Recommendation
- B. Stewart Park Pavilion Improvements Bid Award Recommendation
- C. Safe Routes to School Grant Submittal

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
- B. Cancellation of December 28, 2020 Regular Meeting

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

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

January 25, 2021

- Consent Agenda
 - A. Minutes of January 11, 2021
- Informational
 - A. City Manager Activity Report

February 8, 2021

- Special Presentation
 - A. CAFR Review – Auditor Jeff Cooley
 - B. Quarterly Report – Quarter Ended December 31, 2020
 - C. 2021-2022 Budget Calendar
- Consent Agenda
 - A. Minutes of January 25, 2021
- Informational
 - A. City Manager Activity Report

February 22, 2021

- Consent Agenda
 - A. Minutes of February 8, 2021
- Informational
 - A. City Manager Activity Report

March 8, 2021

- Consent Agenda
 - A. Minutes of February 22, 2021
- Informational
 - A. City Manager Activity Report

March 22, 2021

- Mayor Reports
 - A. Child Abuse Prevention Month Proclamation
- Consent Agenda
 - A. Minutes of March 8, 2021
- Informational
 - A. City Manager Activity Report
 - B. Vehicle for Hire Annual Update

April 12, 2021

- Mayor Reports
 - A. Volunteer Recognition Month and Proclamation
 - B. Arbor Day Proclamation
- Consent Agenda
 - A. Minutes of March 22, 2021

B. 2021 OLCC License Renewal Endorsement
Informational

A. City Manager Activity Report

April 26, 2021

Mayor Reports

A. Historic Preservation Month Proclamation

B. EMS Week Proclamation

Consent Agenda

A. Minutes of April 12, 2021

Department Items

A. Annual Fee Update

Informational

A. City Manager Activity Report

May 10, 2021

Consent Agenda

A. Minutes of April 26, 2021

Resolutions

A. Resolution No. 2021- -- - Annual Fee Updates

Informational

A. City Manager Activity Report

May 24, 2021

Consent Agenda

A. Minutes of May 10, 2021

Informational

A. City Manager Activity Report

L

Friday Message June 19, 2020

- After Monday evening’s work-study session, staff reached out to schedule speakers from the six organizations that Council indicated they wanted to hear from at the next meeting (Roseburg Rescue Mission, Adapt, Compass, UCAN, LPSCC Housing Subcommittee, and HTAG). Staff sent emails to the remaining organizations listed on the whiteboard requesting information on services they provide to the unhoused (DPHN, Dream Center, Salvation Army, Neighborworks Umpqua, Goodwill, St Vincent De Paul, Housing First Umpqua, Casa de Belen, HIV Alliance, YMCA, Umpqua Health Authority – Rob McAdam, VA Mental Health, Roseburg School District – Julie Marez, Parole & Probation, staff added – United Way, HADCO, Peace at Home).
- In preparation for the Fourth of July fireworks, the Fire Department is working with DFPA and Fire District #2 to do controlled burns on Reservoir Hill. The burns are scheduled for June 22, 24, and 26.
- The Library Commission met this week and approved a phased reopening plan. Phase 1 will begin June 30 and run through July 11. More information can be found on the Library website at <http://www.cityofroseburg.org/departments/library>.
- The Library had another busy drive-thru event this week with 99 different vehicles picking up materials. These pickups included 13 preschool craft kits and 61 children/teen crafts.
- The Oregon Health Authority issued new guidance this week regarding playgrounds and splash pads. Both are now allowed to be open with signage requiring parents to be responsible for their child(ren)’s social distancing and hand washing protocol. Staff has been installing the additional signs and is working on getting the splash pad ready to open early next week.
- DPSST is offering virtual training for elected officials. Please let Amy or me know if you need the email resent with links on how to register.
 - Professional Standards - 6/24/20 at 9:00 a.m.
 - Basic Police Training - 6/23/20 at 11:00 a.m.
 - Police Use of Force Training - 6/24/20 at 11:00 a.m.
- RPD is offering an informational session for the public on Use of Force on July 1, 6 – 8 pm. Due to social distancing, attendance is limited. Please contact jeichenbusch@cityofroseburg.org or call 541-492-6781 for information or to register.
- I will be out of the office on Friday, June 19. Please contact Amy Sowa or John VanWinkle if you need anything.
- Meetings next week: City Council, Monday 6/22 at 7:00 pm

Posts



Friday Message June 26, 2020

- The Fire Department partnered with Douglas County Fire District #2 and Douglas Forest Protective Agency to perform wildland fire training activities on reservoir hill this week. Sections of the hill below the main reservoir complex were burned on Monday, Wednesday, and Friday to allow different shifts similar training opportunities.
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- The Police Department continues to receive support and appreciation from local residents and businesses (typically in the form of food!) This support is greatly appreciated!
 - This week, the Library provided materials to 90 vehicles and distributed 100 craft kits for kids during the Thursday drive-through. They also distributed an additional 47 crafts at four locations in conjunction with the Lunchbox Express. The Library reopens with limited hours next Tuesday, June 30.
 - The State of Oregon continues to work on a “formula” for the phase 2 distribution of federal CARES Act funding to local entities. The final amount that each city and county may be eligible for have not been determined. All funding will have to follow the eligibility guidelines set forth by the state and federal government. This could be a significant source of funding to the City of Roseburg and will require some thoughtful planning on how best to utilize the funding, which is set up on a reimbursement basis.
 - The Umpqua Valley Development Corporation will meet next week for the first time since the pandemic began. The group will review the “Southern Oregon Medical Workforce Center Assessment Report” prepared by Oregon Solutions and talk about next steps for the Med Ed project.
 - The Police Department is hosting an informational session on Use of Force next week. Please let us know if you need more information on how to register.
 - The Parks Division opened the splash pad this week, only to have the activation button fail. A new one will be installed as soon as it is received and the splash pad will be back in action.
 - The Roseburg Hometown 4th of July Fireworks show will happen next Saturday at 10 pm. The fireworks will be set off from property owned by the Cow Creek Tribe just west of the reservoir complex on reservoir hill.
 - Meetings next week:
 - City Council work-study session, Monday 6/29 @ 6 pm, City Hall Council Chambers
 - City Hall will be closed on Friday, July 3 in observance of the Independence Day Holiday.

**HAPPY
4TH OF
JULY!**

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Thursday Message July 2, 2020



- After the Governor's announcement Monday to require masks in indoor public spaces, staff researched the requirements in order to put the proper policies/procedures in place for City owned facilities. If you are interested, the guidance can be found here:
<https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2288K.pdf>
- The library reopened with limited hours on Tuesday. The first day was a busy one, with 302 patrons coming into the library and 526 checkouts. Director Wiley said things went well and people have been receptive to the new COVID related requirements.
- The Police Department held an informational meeting on their Use of Force policies on Wednesday evening. Attendees were able to ask questions and learn about the City's policies and practices.
- The Umpqua Valley Development Corporation met via Zoom for the first time in months. The UVDC Board heard from representatives at Oregon Solutions, whom recently completed an assessment report of the project. The report can be found here: https://70c75b8a-54c7-4a93-9281-5850c5f9ced4.filesusr.com/ugd/ae73d8_ff27c7f6b49d478bb99cda11f859090f.pdf
- The Southern Oregon Economic Recovery Team met via Zoom on Thursday. Participants heard COVID related updates from Matthew Green from Oregon Health Authority and learned the background on how the Governor arrived at the decision to require masks statewide.
- Five proposals were received in response to the City's Request for Proposals for a consultant to do an assessment of the downtown parking program. Staff will complete the process of ranking the proposals and selecting a consultant today. In addition, we will be purchasing software to enable staff to view existing outstanding parking tickets. Once we have the data, we will make a decision on if/how to approach collecting on existing fines.
- In less positive news, the Douglas County Sheriff's Office informed us that due to COVID and the statewide increase in cases, they have once again reduced jail intakes, which means Roseburg Police Department is back to cite and release for many offenses.
- The Roseburg Hometown 4th of July Fireworks show will happen Saturday at 10 pm. The fireworks will be set off from property owned by the Cow Creek Tribe just west of the reservoir complex on reservoir hill.
- Meetings next week:
 - Public Works Commission, Thursday, July 9 @ 3:30 pm, Council Chambers

City Hall will be closed on Friday, July 3rd in observance of the 4th of July holiday.