



7:00 p.m. Regular Meeting

1. **Call to Order – Mayor Larry Rich**
2. **Pledge of Allegiance**
3. **Roll Call**
Beverly Cole Bob Cotterell Alison Eggers Linda Fisher-Fowler
Ashley Hicks Brian Prawitz Tom Ryan Andrea Zielinski
4. **Mayor Reports**
A. City Manager Hiring Process
5. **Commission Reports/Council Ward Reports**
A. Parks and Recreation Commission Resignation – Robert Walker
6. **Special Presentation**
A. Roseburg Public Library RARE Participant Presentation by Adrienne Groves
B. Allied and Mental Health College Update
7. **Audience Participation – See Information on the Reverse**
8. **Consent Agenda**
A. Minutes of July 8, 2019 Regular Meeting
B. OLCC Change of Owner – Umpqua Golf Management at 1005 Stewart Park Drive
C. OLCC New Outlet – Si Casa Roseburg, Inc. at 227 NW Garden Valley Blvd.
9. **Resolutions**
A. Resolution No. 2019-14 – Budget Appropriation Transfer for New Communication Specialist Position
10. **Department Items**
A. Municipal Judge Services Agreement Amendment
B. Intergovernmental Agreement with Roseburg Urban Renewal Agency Regarding SDC Payments
11. **Items from Mayor, City Council and City Manager**
12. **Adjourn**
13. **Executive Session ORS 192.660(2)**

Informational

- A. City Manager Activity Report
- B. Municipal Court Update

URBAN RENEWAL AGENCY BOARD MEETING IMMEDIATELY FOLLOWING

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

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

AUDIENCE PARTICIPATION INFORMATION

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

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

TIME LIMITATIONS

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

CITIZEN PARTICIPATION – AGENDA ITEMS

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

CITIZEN PARTICIPATION – NON-AGENDA ITEMS

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

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

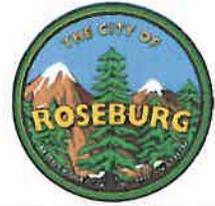
1. Postpone the public comments to “Items From Mayor, Councilors or City Manager” after completion of the Council’s business agenda, or
2. Schedule the matter for continued discussion at a future Council meeting.

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

Thank you for attending our meeting – Please come again.

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

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



PARKS AND RECREATION COMMISSION RESIGNATION

Meeting Date: July 22, 2019
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Parks Commission Member Robert Walker has resigned his position on the Commission.

BACKGROUND

A. Council Action History.

n/a.

B. Analysis.

Mr. Walker informed Commission Chair Alison Eggers of his resignation effective July 1, 2019. An appointee to this position must reside in the City. Upon Council's acceptance of the resignation, Staff will begin soliciting from interested parties through the local news media, social media and City's website.

C. Financial/Resource Considerations.

n/a.

D. Timing Considerations.

It is recommended action be taken as soon as practical to accept Mr. Walker's resignation and take steps to fill the position.

STAFF RECOMMENDATION

Staff recommends the City Council accept Mr. Walker's resignation.

SUGGESTED MOTION

"I MOVE TO ACCEPT ROBERT WALKER'S RESIGNATION FROM THE PARKS AND RECREATION COMMISSION, WITH REGRETS."

ATTACHMENTS:

Attachment #1 – Subject Resignation

Bob Walker
I am sorry to
resign on the
Darks Commission.

7/1 2019.

541 [REDACTED] cell.

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
July 8, 2019**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:02 p.m. on July 8, 2019 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon. Councilor Hicks led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Beverly Cole, Alison Eggers, Linda Fisher-Fowler, Ashley Hicks, Brian Prawitz and Andrea Zielinski

Absent: Councilors Bob Cotterell and Tom Ryan

Others Present: City Manager Pro-Tem Nikki Messenger, City Recorder Amy Sowa, City Attorney Bruce Coalwell, Human Resources Director John VanWinkle, Police Chief Gary Klopfenstein, Fire Chief Gary Garrisi, Library Director Kris Wiley, Management Assistant Koree Tate, Kyle Bailey of KQEN Radio and Max Egener of the News Review.

CITY MANAGER HIRING PROCESS

Mayor Rich announced Council was scheduled to have a special Executive Session meeting on July 17, 2019 in the Council Chamber to discuss the City Manager hiring process.

MAYOR REPORTS

Mayor Rich thanked the Roseburg Fireworks committee for another nice celebration that included a food truck competition, battle of the bands and fireworks. He reminded everyone the Graffiti weekend cruise and events would begin later in the week.

COMMISSION/WARD REPORTS

Councilor Prawitz reported the Library Commission met and discussed the library card fee item on the agenda. Many events have been scheduled at the library and he was happy to see the facility become the hub of activity he envisioned. Councilor Prawitz encouraged others to check social media and the City website to stay apprised of upcoming events.

CONSENT AGENDA

Councilor Prawitz moved to approve the following Consent Agenda Items:

- A. Minutes of June 24, 2019 Regular Meeting.
- B. OLCC Change of Owner Applicant – Mariachi Loco at 647 SE Jackson Street.

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

RESOLUTION NO. 2019-13 – LIBRARY CARD FEE FOR DOUGLAS COUNTY SCHOOLS

Ms. Wiley explained that after opening the Roseburg Public Library in December 2018, residents of the City of Roseburg as well as students living or attending school in the Roseburg Public School District geographic boundary were eligible to receive a library card at no charge. The Library also has a Library Card Sponsorship Program for Douglas County residents who live outside Roseburg City limits and who have a Supplemental Nutrition Assistance Program

(SNAP) card; the program was funded by donations and provides recipients with a one-year free membership. A nonresident fee had been established for those who do not otherwise qualify for a free library card.

The Library and Douglas ESD have discussed establishing a procedure whereby schools in Douglas County could access Roseburg Public Library materials. Library and school staff would collaborate on the technical aspects of the program such as sharing student information to set up accounts; Library staff would manage collection development and ensure requested materials are pulled and packed for delivery; and the ESD would manage the delivery of materials. This program would allow each cardholder to check out 10 items, including one DVD, simultaneously; it also would allow each cardholder to place 10 items on hold. The Library Commission met and unanimously recommended that Council set a \$20 per card fee for this service to provide funding for purchasing materials to support the additional demand on the collection and help offset the cost of implementing and maintaining the service. Each school district that implements this service will determine the students and staff members who shall receive a Roseburg Public Library Card.

In response to Mayor Rich, Ms. Wiley explained there would not be a maximum card limit per school. Most schools were very small and she did not foresee a burden to have them included. Some schools may ask for as many as 300 library cards and the fee would be handled by the school itself, not the students. In response to Councilors Fisher-Fowler and Eggers, Ms. Wiley confirmed those receiving this type of library card would be allowed to check out 10 items at a time throughout the year and not just once a year. The chart provided showed how many students attend each school and a total summary for the entire County School District. Students within the Roseburg School District already receive free library cards. In response to Councilor Hicks, Ms. Wiley stated students would have an option to reserve books online or go to the library. It was up to the different schools as to who would be able to receive a library card.

Councilor Prawitz moved to adopt Resolution No. 2019-13. The motion was seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Hicks, Prawitz, and Zielinski voted yes. No one voted no.

RESOLUTION NO. 2019-14 – BUDGET APPROPRIATION TRANSFER FOR NEW CITY POSITION

Mr. Jeff Brown, International Brotherhood of Electrical Works (IBEW) Representative, 147 Lee Avenue in Glide, explained he was a business manager for the IBEW, Local 659 representing employees of the City of Roseburg other than those in Police and Fire. He explained two years ago, the City agreed that in the event of a significant change in financial conditions, the Union had the right to request re-opening their agreement in year three for wages only. Based on the positive financial reporting from the Comprehensive Annual Financial Reports and Budget Committee minutes, the Union sent a request to bargain in February 2019. Mr. Brown said the City had not yet agreed to bargain and had refuted any significant improvements in the City's financial position. Last month, the City proposed to create a new Communications Specialist position. If the City had not significantly improved its financial position, he said the IBEW represented employees did not support the adoption of any increased spending or appropriation transfers to support new programs.

Mr. Brown asked Council to table the discussion and asked Staff to work with current employees to have positions improved. The proposed position had been compared to similar sized cities such as Milwaukee and Oregon City, which are both Portland metro cities. He added that previously, the City refused to accept such comparators when bargaining over wages for union members because the wages were an unfair comparison to the rural economy. He concluded that members were disappointed and discouraged the City had not lived up to its agreement. He again asked Council to table consideration of adopting the budget appropriations resolution until the City has met its prior commitment to current IBEW union employees.

Ms. Messenger reported that in an effort to improve City communications and public outreach the Council considered a proposal to create a new city position for a Communications Specialist. The projected total compensation cost (including benefits) of the new position is \$102,000 and was an important position with the City moving forward. Mayor Rich stated he would like staff to review and respond to information provided by Mr. Brown before moving forward. Ms. Messenger explained the information and questions posed by Mr. Brown were not provided to Staff prior to the meeting. Staff would review the letter and provide Council with information addressing the comments made. The cities Mr. Brown listed were locations with similar positions, but not necessarily compared for salary information.

ORDINANCE NO. 3526 – REGULATING SECONDHAND PROPERTY DEALERS, SECOND READING

Daniel Dillman, 5889 Garden Valley Road, addressed Council on behalf of Diamond Dan's. He was opposed to the adoption of the ordinance due to specific language that he felt would create issues for the business; create unnecessary work and the potential loss of customers. Mr. Dillman explained it would be difficult to report on non-valuable metals for description and weight. Precious metal is competitive and if reporting became a requirement, the business would not exist. He said that as written, he did not think the business could handle purchases or selling at trade shows, swap meets or gun shows if the code enforced them to only handle business onsite.

Mr. Klopfenstein explained the sales from the business did not specify by location, but was changed to show the business had to identify themselves as the business name while purchasing or selling outside the store location. A description of items was necessary to include in the system to help victims of crime. Mr. Klopfenstein stated he knew some items would be difficult, but it helps determine a suspect list when investigating a case. In response to Mayor Rich, Mr. Klopfenstein explained the information entered into the software was not public record, but available for law enforcement purposes. Councilor Hicks wanted to know if the new requirement would create issues for the local businesses for the time it would take to add information for the program. Mr. Klopfenstein stated one business already uses the program. The Police Department purchased the software, which is very user friendly, so it would not be an additional cost for businesses.

In response to Councilors Cole and Zielinski, Mr. Klopfenstein described the process of when a business would receive new items. A seven-day hold was common unless the business took a photo of the item(s). If there is a photo, the item(s) could be sold right away. That process

was included in the ordinance. Councilor Prawitz expressed concern for the businesses that already follow the rules and that this process would add another layer. He would appreciate more information before deciding to approve the ordinance. Mayor Rich mentioned that if someone has computer skills, the new program should not be difficult. It would be a benefit and advantage using the system to show if someone was trying to sell stolen property.

Attorney Coalwell advised that if Council was interested in modifying language, it would be appropriate to include new items during the reading as an amended version. Councilor Hicks wanted to know if the program would allow a business owner to immediately see if something was stolen once the item was added. Mr. Klopfenstein said if an item had been listed as stolen, it can flag the business owner when they input information of what was being sold. When items have serial numbers, it makes the process easier and trackable. Ms. Messenger reminded Council the ordinance was meant to help victims and was about creating the chance of retrieving items back. Councilor Zielinski agreed it would be helpful for the victims especially when the program ties in to other communities. In response to Councilor Fisher-Fowler, Mr. Klopfenstein confirmed personal information from sellers would be obtained during the process and once in the system, it would not need repeated.

Ms. Sowa read Ordinance No. 3526, entitled, "An Ordinance Adding Chapter 9.04 Regulating Secondhand Property Dealers to the Roseburg Municipal Code," with a typographical change to 9.04.010(A) referencing ORS Chapter 646A and rewording RMC 9.04.030, stating, "Secondhand property dealers must operate out of an established storefront located at the address enumerated upon their business registration, conduct all sales under that business name, and maintain business hours that fall between the time(s) of 5:00 AM and 9:00 PM." Councilor Zielinski moved to adopt Ordinance No. 3526. Motion was seconded by Councilor Fisher-Fowler.

Councilor Hicks added she felt this ordinance would have a wide effect on businesses. She thought the process was good, but it would add more requirements to be enforced. People that were apt to follow the law were not going to have a problem with the rules. Councilor Hicks said she would have liked more feedback from other stores to see if they were interested in using the program. Mr. Klopfenstein responded he had sent letters to twenty-seven businesses registered in Roseburg and only Diamond Dan's came to the open house. Roseburg would not be the first city to have this type of enforcement. Currently Eugene, Springfield, Albany, Salem and Ashland all have the same type of ordinance and he was confident it was a good program and ordinance to have. Councilor Cole shared she had been a victim in the past and it was very hard to recover stolen items. Mr. Klopfenstein agreed recovering items was difficult and this program would help. Roll call vote was taken and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, and Zielinski voted yes. Councilors Hicks and Prawitz voted no. Mayor Rich declared Ordinance No. 3526 adopted.

SOBERING CENTER COMMITMENT DISCUSSION

Dr. Greg Brigham, Director of Adapt, reported that Sobering centers were a place for people to go when too intoxicated as an alternative to hospitals or jail where they stay until a safe level was reached to return to the community. He explained it was also a good time to engage those using the facility and help provide information for program options. These facilities were designed to keep someone safe in a managed facility and was considered public safety and

service, not a clinic. Communities with this type of center find money to support the program. The lack of a specific location and implementation plan had been a barrier to securing formal commitments from potential funders. Therefore, Adapt entered into a purchase agreement on a property located at 3005 NE Diamond Lake Boulevard contingent on securing sufficient commitments for operating funds. The Sobering Center would bear a greater proportion of the facility's expenses initially, as the sole operation in the building. As Adapt brings additional services online in the facility, the proportion of facility costs allocated to the Sobering Center would be reduced accordingly. Adapt has agreed to provide \$56,000 of this budget with in-kind support. Umpqua Health Alliance has agreed to provide \$100,000 toward the first year of operating costs, and Local Public Safety Coordinating Council (LPSCC) seeks to secure commitments from other community partners to support the remaining \$200,000. \$1 million had been appropriated by the State for sobering centers, but Dr. Brigham was not sure as to the amount of funds that could be allocated to help in Roseburg.

Mr. Klopfenstein reported the City of Grants Pass contributes \$135,000 a year for their sobering center. They found value in the fact that they pay less for jail bed use and those using the facility were not released until they were triaged and met with staff or a counselor. Part of the budget included transport back from which a person came. In response to Mayor Rich, Dr. Brigham confirmed Adapt would pay annually but Umpqua Community Health chose to pay up front and then assess each year as to the needs for the facility. Mr. Klopfenstein noted recidivism was low in the communities with this type of facility, which shows the program works and was successful.

In response to Councilor Eggers, Dr. Brigham confirmed a steering committee composed of funders and other stakeholders such as representatives of the criminal justice system convened to monitor the need for the service in the community, provide guidance on aligning operations with community goals, and actively seek to sustain funding. The steering committee would also support the pursuit of alternative funding as opportunities arise. Drawing from the Grants Pass experience, the steering committee anticipates bringing six beds online and increasing that number to twelve beds in the second year of operation. This plan would be adjusted in order to respond to local demand for service and available resources. The initial facility construction would provide twelve sobering rooms, allowing for the expansion of services from six to twelve beds to occur with additional furnishings and adjustments to staffing patterns. Ms. Messenger added this option should reduce the jail bed usage over time and smaller communities were waiting to join in after they see what Roseburg chose to do.

In response to Councilor Fisher-Fowler, Mr. Klopfenstein confirmed criminal offenses would still be taken to jail. This facility would be for those outside intoxicated, but not actively participating in a criminal act. Dr. Brigham added the rooms would have a cement floor and drain to allow easy cleaning. There would be one person per room and if a person became violent, the Police would be called. Councilor Prawitz expressed excitement for the program and thought this was a humane answer to the current situation. The unintended consequences for having a sobering center was to have a place for people to go, and may ultimately discourage people from repeating their behavior. He thanked Dr. Brigham for his contribution to the program. Councilor Zielinski also expressed excitement for the program and hoped to see others buying in because she knew it was difficult for law enforcement out in the community to handle these types of situations. Mayor Rich asked for clarification that a person would not

show a criminal offense on a background check if the Sobering Center was used. Mr. Klopfenstein provided the example of someone that was enjoying the pub crawl and ended up too intoxicated and was then taken to the sobering center, it would not be listed as a crime; therefore it would not create an arrest record to show on a background check.

Councilor Hicks wanted to know if liquor license holders who over serve are held accountable for people ending up in the Sobering Center. She did not think law-abiding citizens were going to be the ones using the facility, but rather the transients who are seen with alcohol and drug use problems that had been exacerbating over time. Councilor Hicks was frustrated to hear the facility would be located on Diamond Lake Boulevard when it was going to be the new Urban Renewal District area and thought the facility was more appropriately handled at the jail, the hospital or at the Adapt building. Mayor Rich explained the money from the City was to help with the overall funds to meet their goal. Mr. Klopfenstein added the Sobering Center in Grants Pass was located in a residential area and had not experienced any problems for the community.

Councilor Hicks said there was still an issue of stores overselling to people already intoxicated or without proper identification. Most people who would go to the Center would be the unhoused with nowhere else to go. In her opinion, to keep this a sustainable program, it did not make sense to purchase a location without having all the money. Mayor Rich added that other cities wait to see what Roseburg was willing to do. Adapt was committed, they were close to their goal and wanted to help them get closer. Attorney Coalwell stated the letter of commitment had not been drafted, but would contain the normal provisions to be part of the budget appropriations and reviewed one year at a time. Councilor Prawitz explained the committee had been in the process of getting letters mailed to seek funds. The Center would address many concerns of the community. Councilor Hicks said she supported money for Police enforcement, but not this program.

Councilor Prawitz moved to authorize the City Manager Pro-Tem to sign a letter of commitment for \$50,000 annually for a Sobering Center contingent upon full operational funding being identified and committed by other entities. The motion was seconded by Councilor Zielinski and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Prawitz, and Zielinski voted yes. Councilor Hicks voted no.

INTERGOVERNMENTAL AGREEMENT – DOUGLAS COUNTY COMMUNICATIONS SERVICES AND RADIO USAGE AGREEMENT

Mr. Klopfenstein reported that Roseburg elected to contract with Douglas County Emergency Communications (DCEC) for dispatch services. Since that time, Roseburg Police and Fire have paid annually for use of DCEC and utilized multiple agreements over the years. Roseburg has experienced substantial fee increases in recent years.

Utilizing a system use formula determined by agency call volume, Douglas County was charging Roseburg Police and Fire a total of \$494,296.00, for FY 19/20 for use of the Douglas County Communications Center Services. Payments would be made beginning July 1, 2019, in the quarterly amount of \$123,574.00. Communications Center Services fees for FY 20/21 and FY 21/22 would depend on the previous year's call volume. Roseburg's FY 18/19 Communications Center Services fee total was \$425,305.00. Roseburg's FY 19/20 Radio

07/22/2019

Usage and Communications Center Services fee total was anticipated to be \$513,816.25. Dispatch services are an essential function for Police and Fire, and both include the fee in their annual budget.

In response to Mayor Rich, Mr. Klopfenstein explained radio fees were from the County I.T. Department and the communication fee came from the Sheriff's Office. Ms. Messenger added the County was parceling out the fee. Attorney Coalwell noted the timing of the request stating it was received a day before it went into effect. Mr. Klopfenstein added that the smaller communities expressed enough concern regarding the fees that the County decided to make some changes. There are seventeen radio towers and originally, the County was trying to have everyone pay equally. The new formula they created changed the charges to better reflect the usage. At some point, Mr. Klopfenstein said he might have to look at other options if the cost continues to increase. Councilor Prawitz said this was an indicator showing how the County was struggling and moving costs to the City. He wanted to give credit to the Police and Fire Chief for saying something and working with the County for changes. In response to Councilor Zielinski, Mr. Klopfenstein confirmed he was seeking a one-year contract rather than three to evaluate future costs once the 911 tax was in effect.

Councilor Hicks moved to authorize the City Manager Pro-Tem to enter into an IGA with Douglas County for Communications Services for fiscal year 2019-2020. The motion was seconded by Councilor Fisher-Fowler and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Hicks, Prawitz, and Zielinski voted yes. No one voted no.

ITEMS FROM MAYOR AND COUNCIL

Councilor Hicks attended the Fourth of July event at the Fairgrounds and said she enjoyed the festivities, food and music. She would like to see more of the regular type of fair food offered, but thanked everyone who participated in the event. Councilor Hicks stated the Templin Park was busy with people swimming or fishing each day. Water temperature were still cool on the North Umpqua and noted the Sheriff's Office sent an alert for people floating in the river to be aware of obstructions in the water from the winter storm.

Mayor Rich asked Staff to provide an updated report at the next Council Meeting regarding the Allied and Mental Health College after hearing the Legislature allocated \$10 million to the project.

ADJOURNMENT

The meeting adjourned at 8:54 p.m.



Koree Tate
Management Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



OLCC OWNER CHANGE Umpqua Golf Management, LLC – 1005 NW Stewart Park Drive

Meeting Date: July 22, 2019
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 Scott Simpson, Scott Zielinski and Bradley Seehawer owners of Umpqua Golf Management, LLC, as a change of ownership granted for "Limited Off-Premises" sales. This location was formerly the Caddyshack.

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 OWNERSHIP CHANGE APPLICATION FOR UMPQUA GOLF MANAGEMENT, LLC LOCATED AT 1005 NW STEWART PARK DRIVE 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: <u>July 16, 2019</u>
<input type="checkbox"/> Brewery 2 nd Location	Name of City or County: <u>City of Roseburg</u>
<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 checked="" type="checkbox"/> Limited On-Premises	
<input checked="" type="checkbox"/> Off-Premises	Date application received: <u>06/28/19</u>
<input type="checkbox"/> Off-Premises with Fuel Pumps	By: <u>[Signature]</u>
<input type="checkbox"/> Warehouse	Date application accepted as initially complete: <u>06/28/19</u>
<input type="checkbox"/> Wholesale Malt Beverage & Wine	By: <u>[Signature]</u>
<input type="checkbox"/> Winery 1 st Location	License Action(s): <u>C/O & C/TN</u>
<input type="checkbox"/> Winery 2 nd Location	
<input type="checkbox"/> Winery 3 rd Location	

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

UMPQUA GOLF MANAGEMENT, LLC
(Applicant #1)

STEWART PARK GOLF COURSE
(Applicant #2) purss

(Applicant #3)

(Applicant #4)

OLCC USE ONLY	OLCC FINANCIAL SERVICES USE ONLY



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

3. Applicant #1 UMPQUA GOLF MANAGEMENT, LLC		Applicant #2 STEWART PARK GOLF COURSE	
Applicant #3		Applicant #4	
4. Trade Name of the Business (Name Customers Will See) STEWART PARK GOLF COURSE			
5. Business Address (Number and Street Address of the Location that will have the liquor license) 1005 NW STEWART PARK DRIVE			
City ROSEBURG	County DOUGLAS	Zip Code 97471	
6. Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> YES <input 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) 1919 RECREATION LANE			
City SUTHERLIN	State OR	Zip Code 97479	
9. Phone Number of the Business Location 541-672-4592		Email Contact for this Application scott.simpson@umpquagolf.com	
Contact Person for this Application Scott Simpson		Phone Number 541-580-5088	
Mailing Address 1919 Recreation Lane	City Sutherlin	State OR	Zip Code 97479

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

OLCC NEW OUTLET SI CASA ROSEBURG, INC. LOCATED AT 227 NW GARDEN VALLEY BLVD.

Meeting Date: July 22, 2019
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.

BACKGROUND

OLCC has received an application from Mariela Flores owner of Si Casa Roseburg, Inc., as a new outlet granted for "Full On-Premises" Commercial. This location was formerly the Garden Valley Grill.

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 OUTLET APPLICATION FOR SI CASA ROSEBURG, INC. LOCATED AT 227 NORTHWEST GARDEN VALLEY BOULEVARD IN ROSEBURG, OREGON."

ATTACHMENTS:

Attachment #1 – Subject Application

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



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:
<input type="checkbox"/> Brewery 2 nd Location	<u>July 16, 2019</u>
<input type="checkbox"/> Brewery 3 rd Location	Name of City or County:
<input type="checkbox"/> Brewery-Public House 1 st location	<u>City of Roseburg</u>
<input type="checkbox"/> Brewery-Public House 2 nd location	Recommends this license be:
<input type="checkbox"/> Brewery-Public House 3 rd location	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Distillery	By: _____
<input checked="" type="checkbox"/> Full On-Premises, Commercial	Date: _____
<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 type="checkbox"/> Winery 1 st Location	
<input type="checkbox"/> Winery 2 nd Location	
<input type="checkbox"/> Winery 3 rd Location	
	OLCC USE ONLY
	Date application received:
	<u>07/15/19</u>
	By: <u>OC</u>
	Date application accepted as initially complete:
	<u>07/15/19</u>
	By: <u>OC</u>
	License Action(s): <u>New Outlet</u>

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

SI CASA ROSEBURG, INC
(Applicant #1)

(Applicant #2)

(Applicant #3)

(Applicant #4)

OLCC USE ONLY	OLCC FINANCIAL SERVICES USE ONLY



LIQUOR LICENSE APPLICATION

3. Applicant #1 S.I. CASA ROSEBURG, INC		Applicant #2	
Applicant #3		Applicant #4	
4. Trade Name of the Business (Name Customers Will See) SI, CASA MEXICAN RESTAURANT AND BAR			
5. Business Address (Number and Street Address of the Location that will have the liquor license) 227 NW GARDEN VALLEY BLVD			
City ROSEBURG	County DOUGLAS	Zip Code 97470	
6. Does the business address currently have an OLCC liquor license? 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) 1149 NW SUNBURST WAY			
City GRANTS PASS	State OR	Zip Code 97526	
9. Phone Number of the Business Location 541-440-0140			
10. Contact Person for this Application MARIBEA E. FLORES		Phone Number 541-295-0476	
Mailing Address 1149 NW SUNBURST WAY	City GRANTS PASS	State OR	Zip Code 97526

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.

Maribea E. Flores

(Applicant #1)

(Applicant #2)

(Applicant #3)

(Applicant #4)

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION AUTHORIZING A BUDGET RE-APPROPRIATION FOR FISCAL YEAR 2019-20 RESOLUTION NO. 2019-14

Meeting Date: July 22, 2019
Department: Finance
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

In compliance with Oregon Budget Law, an appropriation transfer is required to provide adequate appropriation authority to support the addition of a Communication Specialist in the General Fund for the 2019-2020 fiscal year.

BACKGROUND

A. Council Action History.

On June 24, 2019, the City Council directed staff to bring back an appropriation transfer adding the position of Communication Specialist to the 2019-2020 adopted budget.

B. Analysis.

An appropriation is an authorization granted by the governing body to make expenditures and to incur obligations for specific purposes. It is limited to one fiscal year [ORS 294.311(3)]. Appropriations are a legal limitation on the amount of expenditures that can be made during the fiscal year and on the purposes for which expenditures can be made [ORS 294.456(6)]. After the beginning of the fiscal year, when a local government is operating with the adopted budget, changes in appropriated expenditures sometimes become necessary. Appropriations may be increased or decreased, transferred from one appropriation category to another, or new appropriations categories created.

The method used to amend the budget is determined by the budgetary change needed. If the change involves new appropriations and increased revenues, a new fund, or a new appropriation category, a supplemental budget is usually required. If the change is a transfer of appropriation authority (and the corresponding resources) from one fund to another, or within the same fund, then a resolution transfer is allowed.

In an effort to improve City communications and public outreach the Council considered a proposal to create a new city position of Communication Specialist who would be tasked with:

- managing media relations,
- website content,
- writing and designing printed communications,
- social media efforts and other electronic communications,
- outreach and sharing of City information and accomplishments,
- media relations that includes story concept development and press releases,
- grant opportunities and writing, and
- monitoring potential State legislation.

Projected compensation cost of the new position is projected to be \$102,000.

In order to provide adequate appropriation authority to support the new position an appropriation transfer is required to move appropriations from the General Fund's contingency to the Administration budget. The proposed transfer breakdown follows:

General Fund (100)

Appropriations

Administration.....	\$ 102,000
Contingency	<u>\$(102,000)</u>
Net Change to Appropriations	\$ 0

C. Financial/Resource Considerations.

The proposed appropriation transfer reduces the budgeted contingency funds by 10.2% and reduces the general fund balance by 1.5%. Fund reserves remain in compliance with the reserve fund balance policy.

Looking farther out, the inclusion of a Communication Specialist into the six year forecast increases expenditures over the forecast horizon and draws down the reserve balance. The City's six-year forecast projects an ending reserve balance of 19.39% in 2026. The forecast is subject to margins of error due to the necessity of making assumptions regarding revenue generation and expenditure growth. While the forecast is more accurate in the first few years, the margin of error increases as the forecast moves out into the later years. In short, factoring in a margin of error, an ending reserve balance greater than 20% may be realized in 2026 despite the impact of the inclusion of a Communication Specialist.

D. Timing Considerations.

Appropriation authority for a newly created position needs to be provided prior to the filling of the new position.

COUNCIL OPTIONS

- 1) Adopt the attached resolution as written; or
- 2) Adopt the attached resolution with modifications to the proposed figures; or
- 3) Not adopt the attached resolution.

STAFF RECOMMENDATION

If the position of Communication Specialist is created, staff recommends that the resolution be adopted as presented in order to comply with Oregon Budget Law.

SUGGESTED MOTION

I move to adopt Resolution No. 2019-14 authorizing a budget re-appropriation for fiscal year 2019-20.

ATTACHMENTS:

Attachment #1 – Resolution No. 2019-14 entitled “A RESOLUTION AUTHORIZING A BUDGET RE-APPROPRIATION FOR FISCAL YEAR 2019-20”

RESOLUTION NO. 2019 – 14

**A RESOLUTION AUTHORIZING A BUDGET RE-APPROPRIATION FOR
FISCAL YEAR 2019-20**

WHEREAS, the City of Roseburg, Oregon adopted a budget and appropriated funds for fiscal year 2019-20 by Resolution 2019-09; and

WHEREAS, at the June 24, 2019 City Council meeting, staff was directed to prepare an appropriation transfer to provide appropriations supporting a newly created Communication Specialist position; and

WHEREAS, ORS 294.463 allows appropriations to be transferred within a fund after the budget has been adopted; and

WHEREAS, the City's 2019-20 adopted budget appropriated operating contingencies within the General Fund and such budgeted contingencies shall be used for unanticipated expenditures; and

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

Section 1. Resources and appropriations in the Fiscal Year 2019-20 budget shall be adjusted as follows:

	<u>Current</u>	<u>Amount</u>	<u>Amended</u>
General Fund (100)			
Resources			
Beginning Fund Balance	6,874,988	-	6,874,988
Other Revenues	25,905,080	-	25,905,080
Total Resources:	32,780,068	-	32,780,068
Appropriations			
Administration	2,663,778	102,000	2,765,778
Other Appropriations	23,346,958	-	23,346,958
Operating Contingency	1,000,000	(102,000)	898,000
Unappropriated Ending Balance	5,769,332	-	5,769,332
Total Appropriations:	32,780,068	-	32,780,068

To provide appropriation authority to support a Communication Specialist in the General Fund - Administration budget.

Section 2. The Finance Director is to make the proper adjustments to the budget.

Section 3. 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 22nd DAY OF JULY, 2019.**

Amy L. Sowa, City Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MUNICIPAL JUDGE EVALUATION

Meeting Date: July 22, 2019
Department: Administration
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: John VanWinkle, HR Director
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The current Municipal Judge Services Agreement calls for an annual performance evaluation to be scheduled for the first Council meeting in July or as close thereto as is convenient for the Council. In practice, Municipal Judge evaluations have historically occurred in November, and in the current case continuing that practice would coincide with the anniversary of Judge Mahan's hire date.

BACKGROUND

A. Council Action History.

Judge Jason Mahan was hired as Municipal Court Judge on November 1, 2017. His first annual evaluation occurred in November of 2018.

B. Analysis.

The change in evaluation schedule would amend the Judge's contract to follow current practice.

C. Financial/Resource Considerations.

None.

D. Timing Considerations.

None.

COUNCIL OPTIONS

1. Council may choose to authorize an adjustment to the Municipal Court Judge's evaluation date.
2. Council may choose not to authorize an adjustment to the Municipal Court Judge's evaluation date.
3. Council may request additional information before making a determination regarding the Municipal Judge's evaluation date.

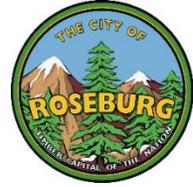
STAFF RECOMMENDATION

Staff recommends the adjustment to the Municipal Judge's evaluation date to occur in November each year.

SUGGESTED MOTION

I move to authorize the City Manager Pro-Tem to change the date of the Municipal Court Judge evaluation to the first Council meeting in November or as close thereto as is convenient for Council.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



APPROVE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ROSEBURG AND THE ROSEBURG URBAN RENEWAL AGENCY

Meeting Date: July 22, 2019
Department: CDD/Administration
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: Stuart Cowie/Amy Sowa
Contact Telephone Number: 541-492-6750

ISSUE STATEMENT AND SUMMARY

As part of the program to provide system development charge (SDC) incentives for multi-family housing in the Diamond Lake Urban Renewal Plan Area, the Roseburg Urban Renewal Agency must enter into an intergovernmental agreement (IGA) with the City of Roseburg (City) to allow deferred SDC payments.

BACKGROUND

A. Council Action History.

- July 9, 2018 – Council adopted Ordinance 3502 approving formation of the Diamond Lake Urban Renewal Plan. In conjunction with Council's goals to support housing in our community, one of the elements of the Plan was to provide housing incentives, in particular, multi-family housing incentives.
- November 26, 2018 – Staff presented four options for housing incentive programs to the Urban Renewal Agency Board: System Development Charges (SDC) Buydown; In-Lieu-Of for Public Improvements; Direct Cash Offset; and Construction of Public and Frontage Improvements by the City. The Board directed Staff to refine the SDC Buydown and In-Lieu-Of programs and bring them back for Board consideration.
- January 14, 2019 – The Urban Renewal Agency Board adopted a resolution adopting Housing Incentive Programs for the Diamond Lake Urban Renewal Plan area: Multi-Family Housing SDC Buydown Incentive Program and Multi-Family Housing In Lieu Of Incentive Program.

B. Analysis.

The Urban Renewal Agency Multi-Housing Systems Development Charge Buydown Program provides for the reduction of SDC fees to qualified developers or projects during the site review permitting process. The property owner will enter into a SDC Deferral Agreement with the City, and then the Urban Renewal Agency will assume responsibility for applicable SDCs up to \$5,000 per unit.

During the first years of the Diamond Lake Urban Renewal plan (Plan), funds may not be available to cover the cost of the Urban Renewal Agency's portion of the SDCs for larger developments. In order for the Urban Renewal Agency to cover those costs, it will be necessary to enter into an intergovernmental agreement (IGA) with both RUSA and the City for installment payments. The IGA's would allow the Urban Renewal Agency to pay their portion of the SDCs in installments of up to 5 years (City) and 10 years (RUSA).

C. Financial/Resource Considerations.

Having the ability to pay the SDCs in installments would allow the Urban Renewal Agency to provide this incentive to developers without depleting the urban renewal tax increment funds during the early years of the Plan.

D. Timing Considerations.

Staff has received inquiries about the Multi-Family Housing SDC Buydown Program from developers interested in building multi-family housing in the Diamond Lake Urban Renewal Plan area. To move forward with the program, these agreements must be in place.

COUNCIL OPTIONS

Council has the following options:

- Approve the IGA between the Roseburg Urban Renewal Agency and City.
- Direct Staff to make changes to the IGA
- Do nothing

STAFF RECOMMENDATION

Staff recommends the City Council approve the IGA between the Roseburg Urban Renewal Agency and City.

SUGGESTED MOTION

I MOVE TO APPROVE THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE ROSEBURG URBAN RENEWAL AGENCY AND CITY REGARDING SDC DEFERRAL PAYMENTS.

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



ACTIVITY REPORT

Meeting Date: July 22, 2019
Department: Administration
www.cityofroseburg.org

Agenda Section: City Manager Pro-Tem Report
Staff Contact: Nikki Messenger
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

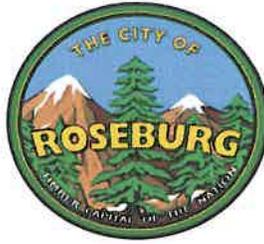
At each meeting, the City Manager Pro-Tem provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager Pro-Tem and City Staff. For your July 22, 2019, meeting, the following items are included:

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



Agenda
Department Head Meeting
City Hall Third Floor Conference Room
July 9, 2019 - 10:00 a.m.

1. July 8, 2019 City Council Meeting Synopsis
2. Review July 22, 2019 City Council Meeting Agenda
3. Review July 22, 2019 Urban Renewal Agency Board Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents/Grants Signing
 - a. Fundraiser Car Wash – Deathtrap Dressed to Kill
 - b. UEDP Quarterly Invoice
6. Department Items
 - a. State Surplus Agreement



Agenda
Department Head Meeting
City Hall Third Floor Conference Room
July 15, 2019 - 10:00 a.m.

1. Review July 22, 2019 City Council Meeting Agenda
2. Review July 22, 2019 Urban Renewal Agency Board Meeting Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents/Grants Signing
 - a. Fundraiser Car Wash – Deathtrap Dressed to Kill
 - b. 3rd Annual Suicide Awareness 5k/Motorcycle Ride
 - c. OLCC Special Permit for Art Center Annual BBQ
5. Department Items
 - a. Review Little Sweets – Playcare, Dance Studio and Bakery proposal for use of City parking lot

TENTATIVE FUTURE COUNCIL AGENDA

Unscheduled

- Airport Fees for Fire Agency Services
- Airport Easement Acquisition
- Airport Master Plan Adoption
- Municipal Code Update Regarding Oregon Fire Code
- RMC 5.04 Amendment - Water Rules and Regulations
- Umpqua Basin Urban Services Agreement

August 12, 2019

Consent Agenda

- A. Minutes of July 22, 2019

Public Hearing

- A. Ordinance No. ____ - Legislative Amendment Regarding Public and Semi Public Use in the Central Business District, First and Second Reading

Department Items

- A. Automatic Aid Agreement
- B. IAFF Fire Union Contract Ratification

Informational

- A. Activity Report
- B. Financial Quarterly Report

August 26, 2019

Consent Agenda

- A. Minutes of August 12, 2019

Public Hearing

- A. Housing Needs Analysis and Buildable Land Inventory Legislative Amendment

Department Items

- A. Five Year Pavement Management Program Engineering Services Contract Recommendation

Informational

- A. Activity Report

September 9, 2019

Consent Agenda

- A. Minutes of August 26, 2019

Public Hearing

- A. Resolution No. 2019-____ - Exemption from Competition in Public Contracting for Purchase of a Type 6 Wildland Unit

Informational

- C. Activity Report

September 23, 2019

Consent Agenda

- A. Minutes of September 9, 2019
- B. Cancellation of November 11, 2019 Meeting

Informational

- A. Activity Report

October 14, 2019

Consent Agenda

- A. Minutes of September 23, 2019

Resolutions

- A. Resolution No. 2019-____ - Library Policy Updates

Informational

- A. Activity Report

October 28, 2019

Consent Agenda

- A. Minutes of October 14, 2019

Informational

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

November 25, 2019

Consent Agenda

- A. Minutes of October 28, 2019

Informational

- A. Activity Report

Executive Session

- A. Municipal Court Judge Annual Performance Evaluation

December 9, 2019

Mayor Reports

- A. Municipal Judge Compensation

Consent Agenda

- A. Minutes of November 25, 2019

Informational

- A. Activity Report

December 23, 2019

Consent Agenda

- A. Minutes of December 9, 2019

Informational

- A. Activity Report

January 13, 2020

Mayor Reports

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

Commission Reports/Council Ward Reports

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

Consent

- A. Minutes of December 23, 2019

Informational

- A. Activity Report

January 27, 2020

Consent

- A. Minutes of January 13, 2020

Informational

- A. Activity Report

February 10, 2020

Special Presentation

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

Consent

- A. Minutes of January 27, 2020

Informational

- A. Activity Report

February 24, 2020

Consent

- A. Minutes of February 10, 2020

Informational

- A. Activity Report

March 9, 2020

Consent

- A. Minutes of February 24, 2020

Informational

- A. Activity Report

March 23, 2020

Consent

- A. Minutes of March 9, 2020

Informational

- A. Activity Report

April 13, 2020

Mayor Report

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

Consent

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

Informational

- A. Activity Report

April 27, 2020

Mayor Reports

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

Consent Agenda

- A. Minutes of April 13, 2020

Informational

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

May 11, 2020

Mayor Reports

- A. EMS Week Proclamation

Consent Agenda

- A. Minutes of April 27, 2020

Resolutions

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

Informational

- A. Activity Report

June 8, 2020

Mayor Reports

- A. Camp Millennium Week Proclamation

Consent Agenda

- A. Minutes of May 11, 2020

Public Hearing

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

Informational

- A. Activity Report

Urban Renewal Agency Board

Consent Agenda

- A. Minutes of previous meeting

Public Hearing

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

Friday Message July 5, 2019

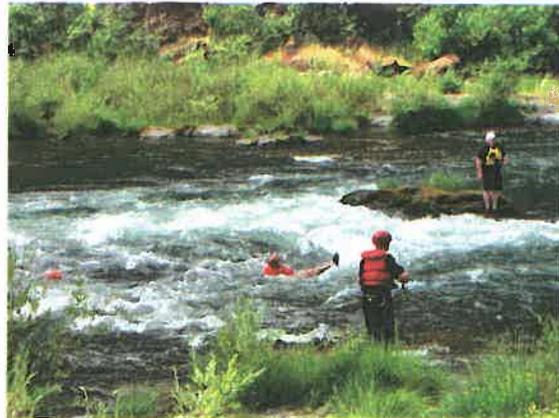
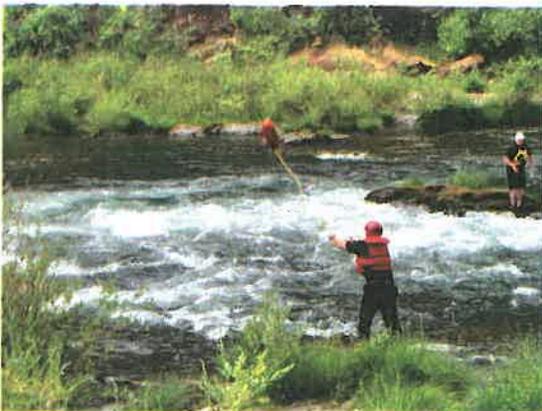
- I hope everyone enjoyed a safe and festive 4th of July. Congrats to local food truck Wrappin and Rollin for winning third place overall and best food truck in Douglas County and to Freaks Unleashed for being crowned the crowd favorite during the Battle of the Bands.
- July 1st marks the beginning of the new fiscal year for the City. Thanks again to everyone that participated in the budget process.
- You may have read or heard reports regarding the legislature's commitment to the Allied Medical and Mental Health College. The state has dedicated \$10 million to the project. While we have not crossed the finish line yet, this is a major milestone in putting together a successful funding package and moving the project forward. More to come!
- The City was recently notified by Moody's that it will maintain its excellent rating of Aa3. According to the Moody's website, entities with the Aa rating "are judged to be of high quality and are subject to very low credit risk." Maintaining an excellent rating equates to reduced borrowing costs if and when the City issues debt.
- Meetings scheduled for next week include the
 - City Council meeting at 7:00 p.m. on Monday, July 8th
 - Parks Commission meeting at 8:15 a.m. on Wednesday, July 10th
 - As a reminder, the Economic Development Commission normally scheduled for next week has been rescheduled for July 19th.
- The July edition of the "City Connection" is now available and can be found online at: <http://www.cityofroseburg.org/your-government/newsletter/>.
- Graffiti weekend is right around the corner! Thanks to all the hard working volunteers that make these community events so enjoyable for our community!



Have a great weekend!

Friday Message July 12, 2019

- Graffiti Days are under way. I hope everyone has a chance to get out and enjoy the festivities!
- The Parks Commission met on Wednesday. A volunteer group presented a proposal regarding placement of additional sanitation facilities – trash receptacles, sharps containers, and portable toilets – in locations where they believe people are living outside. There was a full house of interested individuals both for and against the proposal. A lively discussion ensued. Ultimately, the Commission requested the group pair down the proposal and come back with additional information, specifically around the portable restrooms.
- Staff has been notified that the Beulah Park Improvements grant has made the final list of projects. Nothing will be official until the State Parks Board approves the final list, but there is a strong likelihood that this project will be funded, which is great news!
- Meetings scheduled for next week include the
 - Planning Commission meeting at 7:00 p.m. on Monday, July 15th
 - Historic Resources Review Commission will be touring the Rast House at 3:30 p.m. on Wednesday, July 17th
 - City Council executive session meeting at 6:00 p.m. on Wednesday, July 17th
 - Economic Development Commission special meeting at 3:30 p.m. on July 19th
- This week, City of Roseburg Firefighters refreshed their river rescue incident response skills with Douglas County Fire District #2's swift water rescue team. The training was focused on river rescue incident management, water rescue safety, multi-jurisdictional communication and coordination, as well as shore based rescue tactics. The training ended with City of Roseburg and Douglas County Fire District #2 Firefighters working together to manage a simulated swift water rescue incident with two victims in the water.



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MUNICIPAL COURT QUARTERLY REPORT

Meeting Date: July 22, 2019
Department: Municipal Court
www.cityofroseburg.org

Agenda Section: Informational
Staff Contact: Jason Mahan
Contact Telephone Number: 541-673-0171

ISSUE STATEMENT AND SUMMARY

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

FINANCIAL AND RESOURCE CONSIDERATIONS:

B. Financial and/or Resource Considerations.

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	YTD TOTAL	PRIOR YEAR
<u>COURT CASE TOTALS</u>						
CRIMES	420	504	340	379	1,643	1,437
TRAFFIC CRIMES	50	56	42	41	189	248
TRAFFIC VIOLATIONS	842	601	722	1,017	3,182	3,687
NON-TRAFFIC VIOLATIONS	120	106	56	95	377	398
TOTAL	1,432	1,267	1,160	1,532	5,391	5,770

After the fourth quarter of the 2018-19 fiscal year, total cases were down 6.6% from the prior year. By category, crimes increased by 14.3%, traffic crimes, traffic violations, and non-traffic violation decreased by 23.8%, 13.7% and 5.3% respectively.

	BUDGET 2018-19	1ST QTR 2019	2ND QTR 2019	3RD QTR 2019	4TH QTR 2019	YTD TOTAL	PRIOR YTD TOTAL
<u>COURT REVENUES</u>							
FINES	\$ 375,000	\$ 102,193	\$ 93,628	\$ 118,156	\$ 127,901	\$ 441,878	\$ 379,604
COURT COSTS	15,000	3,502	2,543	4,082	3,667	13,794	16,747
CRT APPT ATTORNEY	3,700	1,391	2,057	2,443	2,284	8,175	5,150
TOTAL	\$ 393,700	\$ 107,086	\$ 98,228	\$ 124,681	\$ 133,852	\$ 463,847	\$ 401,501

After the fourth quarter of the 2018-19 fiscal year, total court revenues were up 15.5% from the prior year. Fines and collections revenue increased by 16.4%, court costs revenues, or additional administrative charges imposed by the judge on a case by case basis, decreased by 17.6% and court appointed attorney revenues increased by 58.7%.

On a budgetary basis, revenues are 118% of budget after the fourth quarter of the fiscal year.

Assessing collection compliance over the past year, from July 1, 2018 through June 30, 2019, the total of fines imposed was \$2,317,134 and actual dollars collected on those cases was \$669,508 for a compliance rate of 29%. During the same time period for the year prior, fines imposed was \$1,648,459 and actual collections was \$509,648 resulting in a compliance rate of 31%.

COUNCIL OPTIONS

No Action is requested

STAFF RECOMMENDATION

n/a

SUGGESTED MOTION

n/a

ATTACHMENTS

n/a

CLOSING REMARKS

As the city council is aware of, many of the individuals who are committing criminal offenses in our city have significant mental health issues. While the Douglas County Circuit Court has a mental health court, it's difficult to get individuals from Roseburg Municipal Court into mental health court. To address these difficulties, as of June 15, 2019 a new Douglas County Compliance Court has been created. Douglas County Circuit Court Judge Ann Marie Simmons will be supervising all compliance court cases.

Going forward, if a person is found guilty in the Roseburg Municipal Court, I can place that person on bench probation and order the individual to comply with the conditions of Compliance Court. The primary conditions of compliance court are that the person undergo a psychological evaluation with Compass Behavioral Health and follow through with any recommended treatment. When an individual is placed on bench probation, I order them to contact Compass Behavioral Health prior to their first court date in Compliance Court.

INFORMATIONAL B

07/22/2019

An individual in compliance court is required to appear before Judge Simmons every Tuesday to ensure they are complying with the conditions of bench probation. If a person fails to appear in compliance court or is not complying with the terms of probation, that individual will be sent back to Roseburg Municipal Court to address the probation violation. While there is potential punishment for failing to comply with compliance court, the primary purpose is to encourage individuals to obtain mental health treatment to decrease rates of recidivism. I am attending Behavioral Health Sub Committee meetings where, among other things, we can discuss how compliance court is working. Hopefully this compliance court will assist individuals with mental health issues in getting the services that they need.

Sincerely,

Jason Mahan
Roseburg Municipal Court Judge