

ROSEBURG CITY COUNCIL AGENDA – JULY 27, 2020



✓
7-23-2020

Electronic Meeting

Public Access:

City website at <https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

Facebook Live at www.Facebook.com/CityofRoseburg

Charter Cable PEG Channel 191

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 27, 2020.

6:15 p.m. – Special Meeting - Planning Commission Interviews

6:15 p.m. – Jaime Yraguen

6:30 p.m. – Stephanie Newman

6:45 p.m. – Erica Mills

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

5. Commission Reports/Council Ward Reports

A. Planning Commission Appointment

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

7. Consent Agenda

A. Minutes of July 13, Meeting Minutes

B. Minutes of July 20, 2020 Work Study Session Minutes

8. Public Hearing

A. Resolution No. 2020-16 - Special Solicitation and Exemption Approval Process for Engineering Services Contract for the Douglas Avenue Project

9. Resolutions

A. Resolution No. 2020-17 – Correcting Water Fee Schedule – Stacie Court

10. Department Items

A. Stewart Parkway Bridge End Panel Repair - Bid Rejection Recommendation

B. League of Oregon Cities Legislative Priorities

C. Business Use of Right-of-Way Permit Application

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 Quarterly Report

C. Financial Quarterly 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 27, 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.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



PLANNING COMMISSION INTERVIEWS

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

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

ISSUE STATEMENT AND SUMMARY

There are two vacancies on the Planning Commission that may be filled by a resident of the City or a resident within the Urban Growth Boundary.

BACKGROUND

A. Council Action History. Council accepted Kerry Atherton's resignation from the Planning Commission on April 27, 2020 and accepted a new vacancy from John Kennedy's passing, with condolences, on July 13, 2020.

B. Analysis. Staff has advertised the Planning Commission vacancy through the local news media, social media and the City's website. Three applications have been received from City residents, Erica Mills, Stephanie Newman and Jaime Yraguen. Their applications are attached.

The Roseburg Municipal Code requires the City Council to interview Planning Commission candidates at a public meeting. Existing members of the Planning Commission may also be given an opportunity to question the candidates and offer comments to the Council before it deliberates and acts. To the extent possible, the Council is to act to fill any vacancy at the same meeting in which candidates are interviewed. Following the interview, the Council may make an appointment or solicit additional candidates for consideration at a later meeting before making appointment. Anytime during the process, upon three-fourths vote of the entire membership of the Council then in office, the Council may terminate the procedure and make an appointment.

There are different term end dates for each of the two positions: one expires 12/31/2021 and one expires 12/31/2023.

C. Financial and/or Resource Considerations. N/A.

D. Timing Issues. It is recommended an appointment be made as soon as practical.

COUNCIL OPTIONS

- 1) Proceed to interview the applicants and make appointments during the regular meeting with one having a term end date of 12/31/2021 and one having a term end date of 12/31/2023; or

- 2) With a minimum of six affirmative votes, vote to discontinue the procedure as outlined in the above analysis and make an appointment; or
- 3) Choose to continue solicitation for additional applicants.

STAFF RECOMMENDATION

Pursuant to the Roseburg Municipal Code, Staff does not make recommendations in regard to Planning Commission appointments as that responsibility lies solely with the City Council.

ATTACHMENTS

- Attachment #1 – Jaime Yraguen’s Application
- Attachment #2 – Stephanie Newman’s Application
- Attachment #3 – Erica Mill’s Application
- Attachment #4 – Planning Commission Interview Questions

Received on

MAY 28 2020

City Administration

SPECIAL MEETING & COUNCIL REPORTS A
ATTACHMENT #1



CITY OF ROSEBURG COMMISSION APPLICATION

Application for Appointment to: **PLANNING COMMISSION**

Planning Commission Public Hearings are held at 7:00 p.m. on the 1st Monday of each month in the Council Chambers of City Hall. This Commission reviews and takes action on land use and development projects based on the provisions of the City of Roseburg Land Use and Development Regulations. You may add an additional page if needed.

Name: VRAGLIEN JALME
Last First

Home Address: 355 BOATWATCH LN ROSEBURG 97470
Street Zip Code

Phone Number: 541-784-8381 Cell Phone: 541-784-8381

Email Address: Jaime@bascoLOGGING.com

Occupation SELF-EMPLOYED LOGGER | BASCO LOGGING INC
Place of Employment

Business Address P.O BOX 131 WINCHESTER, OR 541-459-9318
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?

Newspaper Social Media City Website Word of Mouth

Other Please Specify: E-MAIL

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.

Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment

~~and what specific contributions do you hope to make?~~ LICENSED CONTRACTOR. I BELIEVE BRINGING ON THE GROUND EXPERIENCE WILL BENEFIT CONVERSATION AND FINAL OUTCOME IF DECISIONS IN A GOOD WAY.

SPECIAL MEETING & COUNCIL REPORTS A
ATTACHMENT #1

6. Please give a brief description of your involvement in community groups and activities.

LIFE LONG RESIDENT OF ROSEBURG. SINCE BECOMING A
AUCTIONEER IN 1995 I HAVE INTEGRATED MY ABILITIES
WITH MANY OF OUR GREAT ORGANIZATIONS TO RAISE MONEY,
AND MAKE GREAT NEW RELATIONSHIPS

7. Please list community topics of particular concern to you that relate to this appointment.

① NEW BUSINESSES WANTING TO INVEST IN OUR COMMUNITY,
② PROPER GROWTH EXPANSION, MEETING THE NEEDS OF OUR
GREATER AREA.

③ KEEPING THE OPEN DIALOGUE IN NEW INVESTMENTS, AND
EMBRACING OF NEW MONEY AND IDEAS TO DEVELOP, IN A
GOOD WAY FOR OUR TAX BASE.

8. Please list your reasons for wishing to be appointed.

① I WOULD LIKE TO KNOW BETTER, THE FUNCTIONS OF THE DEPARTMENT,
② HELP ANYWAY I CAN TO MAKE GOOD DECISIONS IN A IMPORTANT
TIME OF GROWTH IN OUR CITY.


Applicant Signature

5.26.20
Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

If applicable, you will be advised when the City Council will conduct interviews of the applicants. Plan to be present to discuss your application with the Council. The Council will endeavor to make its selection at that meeting; however, it may wish to take more time to deliberate before making the appointment.



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Name: Newman Stephanie
Last First

Home Address: 1771 NW Lynwood Street, Roseburg 97471
Street Zip Code

Phone Number: 541-670-6867 Cell Phone: same

Email Address: steph@stephnewman.com

Occupation Owner @ StephNewman, LLC, and administrative assistant Self, and for Philo Law Firm, PC
Place of Employment

Business Address Home Address above
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?

Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.

Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

I am experienced with some law codes as I work remotely for a law firm in California, though it is not a firm that specializes in this field. As a Roseburg citizen since 2013, I would like to contribute to the city and learn more about how I can serve our community. This opportunity is a great fit for me, as I like to read, learn and collaborate with others. I value measured and well thought-out growth for Roseburg and would like to be part of the group that considers all aspects of the planning and projects that will continue to enhance our city.

6. Please give a brief description of your involvement in community groups and activities.

I have been very involved in the local arts activities. I previously served as the Director of Theatre Arts at Umpqua Community College for six years, where I collaborated with a range of groups from on-campus student organizations, inter-departmental colleagues from across campus, and community patrons. I supported the Umpqua Actors Community Theatre (UACT) and the Umpqua Valley Arts Association. I am a member of the YMCA and value the community engagement that athletics and arts provide. I volunteered at the YMCA, and then worked there part-time before the Covid crisis. I'm an advocate for youth and enjoyed supporting the high school theatre programs across the county (Glide, Riddle, Douglas, and of course Roseburg). I currently host a podcast that continues to train high schoolers in drama and travel to speak to theater lovers about their careers.

7. Please list community topics of particular concern to you that relate to this appointment.

As new developments are introduced, I highly value incorporating safe alternate modes of transportation through remodeled or new projects. Sidewalks, accessibility, ease of traffic, lighting and signs, and bike lanes should be addressed in proposals.

8. Please list your reasons for wishing to be appointed.

I am new to serving on a commission, but am eager to learn. This opportunity to serve for a year and a half would be a wonderful way to learn from the current members. I am a quick learner with a Master's degree and a desire to serve this great city, so I believe the learning curve would be sharp and quick. It would be a pleasure to serve on the Planning Commission. Thank you for considering my application.


Applicant Signature

05/25/2020

Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

If applicable, you will be advised when the City Council will conduct interviews of the applicants. Plan to be present to discuss your application with the Council. The Council will endeavor to make its selection at that meeting; however, it may wish to take more time to deliberate before making the appointment.

Information on this form is public information.

Thank you for your expression of interest in serving the community.

Note: City of Roseburg employees may not serve on an elected body.



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Name: Mills Erica
Last First

Home Address: 1121 NE Granite Ridge St
Street Zip Code

Phone Number: 971-506-9409 Cell Phone: 971-506-9409

Email Address: mills.ericaj@gmail.com

Occupation CDFI Director / NeighborWorks Umpqua
Place of Employment

Business Address 605 SE Kane St. Roseburg, OR 97470 541-671-3532
Phone

1. Do you reside within the Roseburg city limits? Yes No
2. Do you own property or a business within the City? Yes No
3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth
Other Please Specify: _____

4. The Municipal Code requires a minimum attendance rate of 75% each calendar year.
Can you meet this requirement? Yes No

5. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

I am currently employed with Umpqua Community Development Corp. dba NeighborWorks Umpqua. In my role within this organization, I have been involved with the CDBG Home Repair program, sweat equity home building, homeownership, financial literacy, and community development. I am familiar with various issues facing housing and development in the region, and I am motivated to help inform the solutions.

I also have experience as a small business owner in Roseburg.

I hope to provide a level head, careful and considered decision making, and application of skills and knowledge I have from the housing and community development spaces in order to serve my community. I feel a responsibility to help inform and shape our community for the benefit of all.

6. Please give a brief description of your involvement in community groups and activities.

When I first moved to Roseburg in 2015, I immediately joined my Home Owners Association, serving as president for about 4 years.

In 2019 I was elected to serve on the Umpqua Community College Board of Education, where I continue to serve and remain actively involved.

I am currently serving on the Oregon Housing and Community Services Manufactured Home Stability Advisory Committee.

In the recent past, I volunteered as a reader for the SMART program, here in Roseburg and in Portland prior to that.

7. Please list community topics of particular concern to you that relate to this appointment.

- preserving existing housing stock
- easing the housing crisis
- affordable and supportive housing
- protecting local jobs and economy
- business growth
- tourism as an economic driver

8. Please list your reasons for wishing to be appointed.

I have been lucky to receive many opportunities to provide familiarity and experience with at least some of the areas relevant for participation on this committee, and I find this area interesting and exciting. I feel a duty to employ that knowledge and those skills to serve my community, and help to improve the quality of life for those who work, live, and visit Roseburg.

Erica Mills

Digitally signed by Erica Mills
Date: 2020.07.20 12:54:55 -07'00'

Applicant Signature

Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

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PLANNING COMMISSION INTERVIEWS

1. Briefly tell us about yourself, your work history and educational background.
2. Why are you interested in serving on the Planning Commission?
3. What is your knowledge of land use planning at the state and local level?
4. How are the effects of comprehensive planning and day-to-day planning visible to the average citizen of Roseburg?
5. Describe your experience with conflict resolution.
6. How would you respond to a request that meets land use laws but that in your opinion negatively impacts an existing neighborhood?
7. What do you think the relationship should be between the Planning Commission and the City Council?
8. What else would you like us to know about you that would help us decide who should be appointed to the Commission?

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

Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:05 p.m. on June 22, 2020 electronically via Zoom in Roseburg, Oregon. Councilor Cotterell led the Pledge of Allegiance.

ROLL CALL

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

Absent: Councilor Alison Eggers

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 and Management Assistant Koree Tate.

Mayor Rich explained the meeting was conducted remotely to address the increase in the number of COVID-19 cases reported throughout the County and State, and as permitted by HB4212 adopted by the State legislature. The public could watch the meeting live on YouTube, the City's Facebook page and on Charter Cable channel 191. Comments were submitted via email to the City Recorder prior to 4:00 p.m.

PARKS AND RECREATION MONTH PROCLAMATION

Mayor Rich proclaimed July 2020 as Parks and Recreation Month and recognized the benefits derived from parks and recreation resources.

RESOLUTION NO. 2020-14 DECLARING A STATE OF EMERGENCY IN THE CITY OF ROSEBURG

Ms. Messenger reported that COVID-19 continued to present a "high" potential public health threat, both globally and in the United States. Since entering into Phase 1, and then Phase 2, of re-opening in Douglas County, the number of COVID-19 cases had continued to increase.

ORS 401.305 provided 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 would provide a formal recognition of that authority and declare a State of Emergency for the City of Roseburg. The effects of the pandemic were changing daily and adopting the resolution would provide the City with the tools to respond quickly if needed. The last declaration was set to expire when the Governor's Order expired, which was now changed to September 4, 2020.

Councilor Cotterell said he supported the resolution. In response to Councilor Hicks, Ms. Messenger explained when declared, it allowed her purchasing authority over \$50,000 which would be reported to Council at their next meeting. It also allowed her to move quickly on grants and other items that were time sensitive between meetings. Councilor Fisher-Fowler moved to adopt Resolution No. 2020-14, entitled, "A Resolution Declaring a State of Emergency Due to the Continuing COVID-19 Pandemic," to expire on September 4, 2020. The motion was seconded by Councilor Cotterell and approved with the following vote: Councilors

Cole, Cotterell, Cox, Fisher-Fowler, Prawitz and Zielinski voted yes. Councilor Hicks abstained from the vote. No one voted no.

MAYOR REPORTS

Mayor Rich sought Council's decision whether to meet in person wearing masks or electronically via Zoom during their next Work Study Session on July 20, 2020. Councilor Cotterell suggested meeting to continue momentum of what was started, and said citizens could watch the meeting online. Councilor Zielinski agreed to continue their Work Study meetings, especially with the state of emergency, and to begin working to start taking action. In response to Councilor Fisher-Fowler, Ms. Sowa confirmed presenters for the next meeting could be included via Zoom. Councilors Prawitz, Cole, Cox and Hicks agreed to continue with meetings via Zoom.

Mayor Rich stated the next Work Study Session would be July 20, 2020 via Zoom. Next, he wanted a vote of who to include in the meeting with the Roseburg Rescue Mission, Dream Center and VA Mental Health and to choose two from the options of the State Legislators, Rogue Retreat, Umpqua Health Alliance and Peace at Home. Councilor Prawitz said he felt Rogue Retreat and the State Legislators were appropriate to invite at a different meeting to allow more time, and he would like Peace at Home and Casa de Belen to be included in the next meeting. Councilor Zielinski agreed with Councilor Prawitz and felt Casa de Belen was important for their work with children. Councilor Hicks said she would like to hear from Casa de Belen, but felt Parole and Probation was as important because they dealt with the unhoused on a continual basis. She also wanted to hear from the Municipal Judge because many unhoused that received citations for being in parks or public areas were often in front of the judge.

Councilor Cox disagreed with including Parole and Probation or the Municipal Judge because the unhoused was not their focus and felt it was more important to hear from agencies providing assistance such as Casa de Belen. Councilor Cole stated the Parole and Probation's role was primarily for felons and Casa de Belen or a women's shelter was more important. Councilor Cotterell said that after taking a look at this situation, he felt the City was here to do business and was not a charitable organization. The City had expertise with public safety, road maintenance and safe water, but not as a social program which took manpower and money the City did not currently have. He wanted to move forward to help make things better rather than keep listening to groups and talking. Councilor Fisher-Fowler felt it was important to speak with State Legislators because they knew what was happening in the state and were the ones that could help with policy changes. Councilor Prawitz moved to include Peace at Home and Casa de Belen as part of the list of presenters at the next Work Study Session. The motion was seconded by Councilor Zielinski.

Councilor Cotterell said he could not support either agency and felt it was far more important to hear from State Legislators who could draft policy and law for the mentally ill and those with addiction. He had heard from both sides and housing was most needed, but many places did not want to accept someone with mental illness or addiction issues. Councilor Hicks said she had been cleaning up transient camps for eight years and agreed with Councilor Cotterell that mental health was important. She felt the community wanted the City to take action due to the number of complaints, people walking in traffic, shopping carts used and abandoned, living in parks and lawlessness in the downtown area. She said the Council needed to be accountable

to citizens and take action rather than learning what services these organizations provide. Those organizations should be held accountable as well.

Councilor Prawitz explained Peace at Home was formerly the Battered Persons' Advocacy and he was not personally finished with hearing from local agencies or ready to make a decision on what to do. Councilor Cole stated the legislators were most important to her because they were the ones that could tell them what was feasible and could be done to help. Councilor Zielinski agreed it was important to understand what was available in the community to help make informed decisions and preferred a sit down meeting with the State Legislators so they could ask questions and have a deeper conversation on what was happening in the community. Councilor Cox agreed and preferred to continue with local agency presentations, and then have a conversation with the State Legislators. She also felt a meeting with Rogue Retreat would be separate. Council was trying to get something accomplished and it would take many meetings.

Mayor Rich said there was a motion and asked for a vote which included: Councilors Cole, Cox, Fisher-Fowler, Prawitz and Zielinski voted yes. Councilors Cotterell and Hicks voted no. Mayor Rich confirmed the next meeting on July 20, 2020 at 6:00 p.m. would include Roseburg Mission, Dream Center, VA Mental Health, Peace at Home and Casa de Belen.

COMMISSION REPORTS/WARD REPORTS

Councilor Cotterell reported the Public Works Commission met July 9, 2020 and discussed items that were on the current agenda and ones to be presented at the next meeting.

SPECIAL PRESENTATION – ROSEBURG PUBLIC LIBRARY RARE PARTICIPANT KATIE FISCHER

Ms. Wiley said she was happy to report the Roseburg Public Library was in the second year with a Resource Assistance for Rural Environments (RARE) Participant through University of Oregon AmeriCorps Program. Ms. Katie Fischer joined the Library in September 2019 and was excited to announce she was approved to work another 11 months at the Library starting in September. Over the course of the last few months, she started graduate school in Library Information Science program via online courses with the University of Missouri. During her time here she had shown great enthusiasm toward library work, curiosity about what they do here in Roseburg and took the lead on several projects.

Ms. Fischer discussed the programs for which she was involved that included a mobile makers space, writing and distributing a user assessment survey to see what the Roseburg community wanted from their library, assisting Youth Librarian with year-round teen and children programs, putting together a coding class with third through fifth graders, co-writing a library grant to help improve the STEM program and working with a community group to create the first 5-year strategic plan for the Library. When she started this position she was somewhat overwhelmed, but after months of working on projects she realized that with all the assistance and help received, similar to running a library, everything worked because it was a group effort. Ms. Wiley was always there to lend a hand and help guide her through the programs. She appreciated help from Circulation Supervisor, Liz Hendershott, for her guidance on how best to work with and train volunteers, and to see their dedication and passion for the library. Due to her positive experience it had helped her realize her dream job and goal of becoming a librarian herself to work with patrons of all ages and talk about books. This job was filled with

many delightful moments and encounters with patrons. She thanked Mayor and Council for the opportunity to be part of the library because it was wonderful to assist with so many projects. In response to Mayor Rich, Ms. Fischer confirmed Ms. Fischer would be back for another 11 months at the Library and her largest project was to continue was the 5-year strategic plan. Other programs involved setting up computer classes for those who wanted to increase their computer skills, a Harry Potter Day and the continuation of marketing work with social media posts and press releases. Mayor Rich thanked her for her service.

AUDIENCE PARTICIPATION VIA EMAIL TO CITY RECORDER PRIOR TO THE MEETING

Mayor Rich read aloud the following emails sent prior to the Council Meeting:

Manya Nicholson, 657 SE Flint Street, shared her discontent regarding the large number of people gathered in multiple locations for a graffiti cruise without concern for public health or safety. She expressed concern that Councilor Hicks promoted illegal gatherings, activities and not wearing a mask. She felt Councilor Hicks had trouble following the laws that she deemed inconvenient.

CONSENT AGENDA

Councilor Cotterell moved to approve the following Consent Agenda items:

- 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

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

PUBLIC HEARING – FIRE ENGINE COOPERATIVE PURCHASE

Mayor Rich opened the public hearing at 7:51 p.m. regarding a fire engine cooperative purchase. Mr. Garrisi reported that the City recently published its intent to procure a 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 were on a 20-year replacement schedule, and the purchase of the apparatus would allow for the retirement of a 1997 fire engine. The department would place a current first-out 2005 engine into reserve, to be utilized when front line apparatus' were in need of repair. In addition, the Fire Department was in need of replacing a set of auto extrication equipment that no longer met current standards for new car construction; this replacement would standardize auto extrication equipment across the fleet. The equipment was budgeted in the fiscal year 2020-2021 budget and had received a proposed price of \$631,102, but with prepayment options, it was reduced to a maximum of \$601,287. The Holmatro auto extrication set would be purchased from Fire Rescue Equipment NW, LLC at a maximum price of \$30,000.

Mr. Garrisi explained they would like to complete the purchase as soon as practical due to a lead time for completion at 10-15 months, excluding any unforeseen setbacks. As no one else wished to speak, Mayor Rich closed the public hearing at 7:54 p.m. In response to Councilor Hicks, Mr. Garrisi confirmed the Fire Department was on five year rotation. Councilor Hicks

moved to approve the purchase of the triple combination pumper and auto extrication equipment in the amount not to exceed \$632,000. The motion was seconded by Councilor Cole and approved with the following vote: Councilors Cole, Cotterell, Cox, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

TRANSPORTATION AND GROWTH MANAGEMENT (TGM) GRANT BICYCLE ROUTE PROJECT, RESOLUTION NO. 2020-15

Mr. Cowie stated some bike route signs currently existed within the community, but they did not appear to designate any clearly identified bicycle route network and it was uncertain when they were posted. It was his hope that with funding provided by the grant these signs and others could be relocated on low speed, low volume parallel routes to some of Roseburg's busier arterial streets. It could be uncomfortable to ride alongside traffic on an arterial roadway system for more timid bicyclists or families with children. It was the City's goal to build a bicycle network that was 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 was a way to 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 would 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 would serve as the backbone of the bicycling network with designated routes extending throughout the community. The TGM grant required a local match of 12 percent of the total project cost. This required matching would come in the form of time spent working on the project from staff, volunteers and project committee members. No form of cash was anticipated as part of the local match. Councilor Hicks mentioned that in the past, the City applied for other grants that were denied and wanted to know how likely this request would be approved. Mr. Cowie explained there was a good chance of obtaining the grant. It was not just for signs, but it would connect paths to neighborhoods and shopping areas, create maps and identify routes. Councilor Cotterell said he was very supportive of the resolution and liked that the match for the project could be abated by volunteers and staff time.

In response to Mayor Rich, Mr. Cowie explained there was not a total dollar amount listed for the grant. The City provided a scope of the work as part of the grant and the grant organization would let the City know the results for the project to determine funding. Councilor Hicks asked if the bike route map on the City website could be updated regardless if the grant was awarded. Mr. Cowie said he planned to have that updated with or without the grant. Councilor Cotterell moved to adopt Resolution No. 2020-15, entitled, "A Resolution Authorizing an Application for a Transportation Growth Management Grant to Create a Bicycle Network with Clearly Designated Bicycle Routes within the City," and directed Staff to move forward with the TGM grant application process. The motion was seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Cotterell, Cox, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

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

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 a second time. Councilor Cotterell moved to adopt Ordinance No.

07/27/2020

3540. The motion was seconded by Councilor Fisher-Fowler. Roll call vote was taken and approved with the following: Councilors Cole, Cotterell, Cox, Fisher-Fowler, Prawitz and Zielinski voted yes. Councilor Hicks voted no. Mayor Rich declared Ordinance No. 3540 as adopted.

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

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 second time. Councilor Cotterell moved to adopt Ordinance No. 3541. The motion was seconded by Councilor Cox. Roll call vote was taken and approved with the following: Councilors Cole, Cotterell, Cox, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no. Mayor Rich declared Ordinance No. 3541 as adopted.

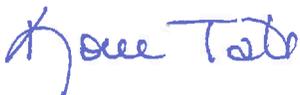
ITEMS FROM MAYOR, CITY COUNCIL AND CITY MANAGER

Councilor Hicks said she enjoyed the fireworks show that took place on Reservoir Hill and liked that citizens could watch safely from their homes. She attended the Lavender Festival and noted they had several booths, visitors and it was a relaxing experience. Two citizens in Ward 4 complained about excessive noise from the motorcycle club on South Stephens Street and an intense humming sound that came from Umpqua Dairy after midnight. Councilor Hicks shared a letter received from a Roseburg resident who suggested the City build a park or Roseburg Blast memorial in the vacant property next to the former Hansen building between Pine and Stephens. Ms. Messenger explained that piece of property was privately owned and had discussed future development.

Councilor Prawitz said the personal loss for Councilor Eggers stunned everyone, she was a good friend and his thoughts and prayers went out to her and John Kennedy’s family during this time of grief. Councilor Zielinski reported she participated in the ‘Just for Fun’ Women’s Golf at Stewart Park and wanted to recognize the Parks Department for the great job planning the program. She said it was nice to be out in fresh air, play without keeping score and being with friends.

ADJOURNMENT

The meeting adjourned at 8:18 p.m.



Koree Tate
Management Assistant

**MINUTES OF THE WORK STUDY SESSION MEETING
OF THE CITY COUNCIL
July 20, 2020**



Mayor Larry Rich called the Work Study Session Meeting of the Roseburg City Council to order at 6:02 p.m. on July 20, 2020 electronically via Zoom in Roseburg, Oregon.

ROLL CALL

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

Absent: Councilor Alison Eggers

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Jim Forrester, Police Chief Gary Klopfenstein 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 meeting was being conducted remotely to address the increase in number of COVID-196 cases reported throughout the County and State, and as permitted by HB4212 adopted by State Legislature. The procedure for the meeting was to allow the scheduled local agencies 20 minutes each for their presentation with time at the end for Council to determine the next step.

ROSEBURG VA HEALTHCARE SYSTEM (RVAHCS)

Kevin Wagner LCSW, HCHV Program Coordinator, reported his team consisted of a case manager, peer support and program support assistant with two vacancies for HUD case managers, one case manager and one social service assistant. They provide outpatient services that include primary care, mental health and substance abuse treatment and inpatient care that included medical and mental health services. Other main aspects of care included cardiology, gastroenterology, occupational therapy, physical therapy, geriatric services, nursing home care and community care to provide access to community services not available at the local Veteran's Administration (VA) within 30 days.

Mr. Wagner reported the VA provided veteran outreach and basic case management which included vouchers for homeless veterans. They had 110 vouchers provided, 103 in use of which 92 were housed and 11 were seeking housing. The HUD grant paid up to two-thirds of rent to help with housing. There was a program called Grant and Per Diem Transitional Housing in Eugene and Corvallis. Transitional housing allowed a veteran 3-6 months to obtain permanent housing while receiving case management assistance. The programs included:

- Bridge to Housing at St. Vincent DePaul in Eugene with 12 beds
- Service Intensive at Housing and Community Service Agency in Eugene with 10 beds
- Hospital to Housing at Community Outreach Inc. in Corvallis with 4 beds
- Community Emergency Residential Services in Eugene with 5 beds

All of the services allowed veterans to get on their feet and receive vouchers.

Other services available included:

- Veterans Justice Outreach with one person in Eugene and Roseburg to work in the court system to help with legal issues, mental health and substance abuse.

- Employment services with one person in Eugene and Roseburg to help seek opportunities in the community, help with unemployment benefits or seek employment on campus.
- In White City, the VA center had residential rehabilitation for homeless veterans to help with substance abuse and vocational needs.

Mr. Wagner noted that local resources were available by working with community partners. They had transitional housing on the VA Grounds, 26 units at Orchard Knoll and 22 units of permanent housing at Eagle Landing. With help from UCAN, they had supportive services for Veteran's families, emergency housing by the Rescue Mission, and help from Douglas County Housing Authority, Salvation Army and the local Elks. Community partners helped with services and housing. Another option that works in some locations is a drop in center to allow homeless to bathe, wash clothing, use a phone, search the internet, print applications or just have a place to sit, relax and get out of the outdoor elements.

In Mr. Wagner's opinion, what didn't work was having only one option for emergency housing. Veterans frequently opted out of using existing shelter services because of rules they may not agree with, and if there was a low barrier shelter option, more might be inclined to seek help. An example was Eugene's Conestoga Village that was operated by the shelter and provided a place to sleep with a shared area for eating, showering, laundry and entertainment. Another issue was the fact that veterans were competing on the private market for housing options and many had poor rental history, low credit ratings or a history of legal issues which made it nearly impossible to obtain a rental. He suggested having an option available that was more lenient and flexible regarding rental and background history in an effort to help the homeless get back on their feet and in a housing unit. It would also be nice to have vouchers that were property based and stayed with the building.

Mr. Wagner concluded by discussing what he felt the City could do to assist in delivering services:

- Encourage landlords to risk renting to homeless veterans whose background check may not be perfect.
- Provide low barrier emergency housing options.
- Continue to work on Municipal Veteran's Court for justice involved veterans in Roseburg.
- Provide social detox option for veterans who have alcohol or substance problems.

DREAM CENTER

Tim Edmondson, Director, started by saying the Dream Center had been referred to as an altruistic organization. They were faith based with "What Would Jesus Do" as their mission statement. He tried to keep things simple and love others. The Dream Center did not begin as a homeless outreach, but soon morphed into one due to a population that was growing around them. They served about 100 unhoused individuals that were within walking distance of the Center. They gave away food and clothing and still had others come to receive food boxes that were not unhoused but needed help. A team goes out the first and third Saturdays to camps to provide lunches and see if someone needs help. On Tuesdays and Thursdays they gave away clothing from 9:00 a.m. to 1:00 p.m., allowing thirteen pieces of clothing per month to people. On Mondays and Wednesdays they have a food pantry where they provide 200 food boxes a month with 60% of that going to the unhoused. They also had a kitchen that was open four days a week and served an average of fifty meals a day until they were out of

food. Since the COVID-19 pandemic rules changed, they only allowed a couple people at a time indoors for clothing and used their parking lot for gatherings to hand out food.

Mr. Edmondson said they were the only warming center in town and were seeking funding and a new ADA compliant location. In the meantime, they had an Onward program where one of their staff went out to the people to find out what was needed which could include social security benefits, medical attention or housing, and stayed with them through the process. Connecting Points was a group of local agencies that used to meet at the Dream Center on Mondays, but have not been able to with the pandemic and the ADA guidelines for their building. He suggested getting to know people on a one-on-one basis, find out their name, get to know them personally and then you would see the walls come down. They were people and someone's relative and many of them that had substance abuse issues were a result of trauma in their life. Being categorized as unhoused defeated the whole issue. They needed to be offered hope, have someone care and feed them to help them get out of their current situation. Monday morning, Mr. Edmondson had thirty people waiting to come in for food. Many hadn't eaten the whole weekend and all were polite and said thank you or God bless when they left. He was trying to build their self-respect and let them know they were family when there. He knew which ones had substance or alcohol issues, medical issues or were down on their luck. It was important to find out how they got in their situation which is why the Onward Program was useful to be with them each step of the way to help get them what was needed.

Mr. Edmondson reminded everyone that when people left his facility they did not have anywhere to go that was legal. People were going to the river, under bridges or in doorways of businesses and unfortunately, with extreme conditions, people were dying. Last winter was not as harsh as the previous year, but if someone was under the influence and fell asleep when the weather is harsh, they may not wake up. There was a lot of paperwork for approval to be on the Oregon Health Plan (OHP) and most of the time when someone left the emergency room, they were dropped off at the center in their hospital clothes. The medical healthcare system was beyond belief and unfortunately the Police Department had to deal with people in mental health crisis with nowhere to take them. When out driving there was a misconception about seeing people on the street talking to themselves or having a mental breakdown. Many assume what they witnessed were the result of drugs. Drugs were a bigger problem and it was hard to keep someone clean and sober when everyone around them was also doing drugs.

Mr. Edmondson closed by stating anywhere a person tries to camp was a crime and the City could assist by helping the Dream Center find a new location and provide endorsement for the program. If the City stood behind them they could be a one-stop shop with a warming center. One final problem to remember were for the women in the area who were afraid to be on the street because it was too dangerous and were subjected to theft, violence and rape. They were afraid to report incidents against them. The reports were ugly, but he felt Council could help get people off the street.

PEACE AT HOME ADVOCACY CENTER

Melanie Prummer, Executive Director, thanked Mr. Edmondson for bringing up the issue of women and safety concerns while living on the streets because women experienced more violence than men. Peace at Home was formerly Battered Persons Advocacy and they served men, women, children and transgender. All people served had experienced some form of violence, assaults, stalking or trafficking. Throughout the year they served about 1,300 people

and between 17% and 23% were experiencing homelessness when initiating services with Peace at Home. One trend they saw was an increase in the number of people that were elderly or with disabilities which created challenges for housing options. The services they provide include:

- Six teams to include emergency services to coordinate the 24-hour hotline, safety planning, resource referral, meet with people to understand their needs and then refer them to other teams.
- A legal advocacy team to assist people at the courthouse and help file one of four protective orders. They have seen an increase of 134% in the number of referrals from law enforcement in the last few months.
- Sexual assault services and a human trafficking team to help during interviews with law enforcement, help with medical appointments or forensic evidence retrieval, trial services, connecting to other services and emotional support.
- A community based advocacy. There are three healthcare advocates housed at South River, Mercy Emergency Department and Aviva Health. When someone disclosed violence or a provider had a concern of violence they could speak to an advocate onsite. There was an advocate at the Department of Human Services and Umpqua Community College campus.
- This year they started a new program with law enforcement to work on referrals, go to staff meetings, briefings and take direct referrals. They stay connected by phone or video with the victims and help with transportation and case management.

Ms. Prummer said they have two shelters that were often at capacity and could serve 10 family units at one shelter. Their clients needed at least 60-90 days in an emergency shelter to provide time for them to seek housing. At the shelters they provide multiple services and allow pets since many shelters do not allow companion animals. There was an array of services and other things such as play structures close by and a community garden. They own five apartments that were self-contained town houses. Rent for these units is between \$276 to \$550 a month depending on their need and situation. This year they decided to try a new model around transitional housing for up to six months in an apartment to help people transition from shelter housing to a more permanent housing situation. This was grant funded and they were looking to purchase the apartment to allow free or almost free living arrangements to their clients. The great thing about that apartment situation was that they would also obtain services from the teams including case management and support groups.

Ms. Prummer reported one of the successes for the program with transitional housing was partnering with UCAN for the Rent Well program. In addition to having longer stays and support, they also partnered with legal aid. Transitional housing gave them the option to write rental support letters to help obtain permanent housing. They would like to expand on this model and had seen it work in another community. The other community had a hotel with less than 20 units and turned it into self-contained housing. It gave residents 90 days to six months to help find a more permanent solution and it helped address the challenge of communal living. When there were a lot of complex needs they did not always feel safe in a communal situation. It offered a space to provide housing to keep families and even allowed young men to stay with their mother up to their early 20's.

Ms. Prummer stated that one of the challenges was the difficulty of how to collaborate with other agencies when trying to manage the scope of the needs for someone. Creative solutions

are needed to fill in the gaps and meet all the needs. Other challenges around housing were people feeling isolated. Survivors do not feel connected to the community and eventually could become disconnected with their advocates. Supportive services worked in the area to build connections and help those in need move to permanent and safe housing. The program called Pacific House was able to provide services where they could also check in on Facebook or by text to build a natural support. Low barrier access to housing with accountability in a trauma informed way was important. Conversations with women showed that many who used drugs were doing so to block out the horrible things happening to them. Some did not report rapes and others only consented to sex to stay alive. Many women stopped taking medications for psychosis because they said it made them sleepy and they could not sleep on the street without fear of being raped, beaten or have their things stolen. Creating a sense of belonging was important for these people and having low barrier access could make a difference. For long-term success, it was important to help them connect with family or a faith community. Services were for short term assistance so the role the City could play was to help connect people, resources, opportunities with partners, and work with landlords to reduce housing barriers. Property maintenance was an ongoing problem especially with those that were elderly or with disabilities.

ROSEBURG RESCUE MISSION

Lynn Antis, Executive Director, reported the Roseburg Rescue Mission currently had 227 beds and they were not at full capacity. They had three programs for men that included transient beds, single room occupancy and program living areas. There was space for women and families at the Samaritan Inn. The number one issue for those going to the Samaritan Inn were the outcome of domestic violence which seemed to be growing faster than the male population. If it was not for transitional housing, the women and children would outnumber the men. Prior to the COVID-19 pandemic, they had an open courtyard and day room where people could have showers, restrooms, phones and laundry rooms. The pandemic had forced them to lock the gate, close the day room and have someone posted at the door to screen those seeking shelter. During the time the pandemic took place Mr. Antis noticed a sudden rise in violence. He had staff quitting, getting hurt and they had vandalism to the facility. They made sure those not staying at the Mission were still being fed with bags of food to go.

Mr. Antis noted that when the pandemic started he thought the admission population would increase, but it declined. Some people were taking their checks and sharing apartments or houses because they did not have to worry about eviction notices, but he did expect a surge when things were lifted and back to some sort of normalcy. Mr. Antis had been working with the homeless population for over 26 years, and after working with them day and night, he had a better understanding of what they were going through. There were many well-meaning people trying to help find solutions but cautioned those that did not have the experience and were only reading articles or wanting to copy what another city had tried. In his opinion, there were two different groups of homelessness. One group was legitimately homeless and wanted to have a home again; those people sought the Mission or shelters. The other group did not want a home or to work for one. That group consisted of alcoholics or drug addicts that he called "campers." He did not think lack of housing or shelter options were the issues, but rather drugs and enforcement. The solution was not going to come from a sobering center or more programs. Roseburg did not have a problem with homelessness and if the City added Conestoga homes they would be filled with drug addicts. He suggested that housing would put drug addicts in party centers with no accountability.

Mr. Antis said the issue of drugs was worsening and someone could go downtown to buy drugs. The real problem was fear of lawsuits by acting too aggressively and a lack of desire to do something about it by leadership. He had high hopes for a change with the new leaders in office to take the City back. Since a downtown meeting a few years ago, the drug center had moved to the path of least resistance. He felt the Dream Center littered the streets and areas under the bridges and the warming center was just a party center for drug use. He felt they were helping destroy peoples' lives and since they were closed due to the pandemic, he noticed more people at Eagle Park which made him wonder why the City was letting that happen.

Mr. Antis explained he had a positive experience with the Police Department and thought they were doing an outstanding job until the pandemic started and they had to stop placing notices for the camps to clear out. When the camps were cleared they were not going to the Mission for help, but rather moved along elsewhere to camp or find other cities that would allow it such as Eugene, Salem, Portland or Seattle. The other large issue besides campers were those dealing with mental illness or with medical problems that could not take care of themselves. The Mercy Medical Center emergency room dropped people off at the Mission because they did not have psyche beds to hold people. He suggested Council not waste their time and resources for housing and rather focus on drugs, mental health and adult foster care. Low barrier shelters were sometimes called damp or wet shelters where a person could be under the influence on site. The idea was to get people off the street and in the system. The reality of the idea legitimizes and perpetuates destructive behavior to themselves and others. He felt for a person to be sober they needed to do the work to get better. He cautioned Council from considering a low barrier shelter because it would create an invitation for others to come to Roseburg to stay in the shelter.

CASA DE BELEN

Kivonna Coccia, Executive Director, explained the challenges in counting homeless were the different definitions. Data could look different depending on the study. Currently, there were 22,215 homeless students in Oregon, 3,700 of those unaccompanied, 665 homeless students in Douglas County with 75 unaccompanied and 148 homeless students in Roseburg. In 2003, there were 1,300 youth and families served. By 2013, Casa de Belen became licensed by the State as a Runaway and Youth Homeless Shelter to serve youth ages 20 and under. In 2018, they went through leadership changes, infrastructure repair and looked into the way they worked with youth. \$1.5 million was designated to assist with all the homeless youth in the state. 10% of that funding came from the State and the rest was on Casa to seek funds for shelter and services. They reopened in November 2019, but still needed to go back to the table to find some sustainable financial options.

Ms. Coccia discussed characteristics of the youth served. Since November 2019, 54 youth were served. They received 76 applications, 43 lived at Casa and 11 were provided day services. They served youth ages 11 to 20 years old, with the average age of 16. Ms. Coccia provided recent data of the program:

- 43% lived in 3+ places in the last year
- 82% prior/current drug/alcohol use
- 42% self-harmed themselves
- 39% had thoughts of killing themselves
- 37% had actual suicide attempts

- 31% were not attending school
- 68% had OHP upon entering but 85% of them had not seen a doctor or dentist and wanted to
- 76% were diagnosed with mental health challenges
- 70% both witnessed and survived domestic violence
- 43% were sexually abused
- 60% were physically abused
- 70% were emotionally abused
- 38% were previously in foster care

Ms. Coccia then shared the statistics after being part of their program:

- 100% received basic needs, shelter, food, clothing and hygiene
- 92% connected to school
- 4 graduated high school even through the pandemic
- 12 obtained a job
- 94% obtained OHP
- Many were connected to mental health and substance abuse treatment
- Many repaired relationships with family
- 55% transitioned to extended or immediate family
- 4 youth transitioned to independence

Of the statistics provided, youth reported they felt supported as a person and were able to better express themselves, were more aware of resources, knew more about choices and options, knew how to plan for safety, connect with others to help with physical health needs and felt more hopeful for the future. Ms. Coccia suggested breaking the cycle by working with the youth population. If barriers were removed they would be able to find the skills they were lacking. She loved this community and all the services available, but until basic needs were met, the youth in trouble would still wonder where to sleep and what to eat. Low barriers just means they were opening doors and meeting them where they were at in life. It took work to give them a voice and empower them to reach their goals.

Ms. Coccia suggested a strong collaborative leadership to have accountability, effective communication, effective use of resources and a streamlined process. If a homeless commission was under the direction of Council, it would be more effective. The commission could hold monthly meetings, report to Council, have a database of homeless and have training for community partners and businesses. The second recommendation was the MARC program which was a Multiple Agency Resource Center. It was needed because local data consistently showed continued barriers, and people falling through the cracks. This type of program would produce better outcomes, and would save time, resources and money. Having an interconnected system could be ideal as a one stop location for beds, emergency service, showers, storage, training and connecting to resources available. Her third suggestion was to have affordable permanent housing. Once someone had worked with a case manager, it was important to have aftercare to see how that person was doing and to help prevent the cycle. The suggestions pointed to tying it all together for a wraparound services that was encompassing.

COUNCIL DISCUSSION

Mayor Rich asked Council to provide their ideas from the meeting. Councilor Cotterell admitted he had a personal bias to help veterans and he appreciated hearing from the VA Mental Health. He agreed with Mr. Antis regarding concerns for Housing First. He wanted to help those with mental illness and find them treatment. Councilor Fisher-Fowler liked the idea of collaboration for a one-stop facility to assist the homeless. She was impressed with the presentations and realized drug issues seemed to be the cause of most problems. She wanted to know what they could do at a City level aside from legislative changes.

Councilor Cole shared that as a former parole officer, she saw that without accountability it was harder for someone to be successful or maintain the desire to be independent. Drugs and mental health were the biggest issues and she knew it was difficult to get them willing to participate in programs. She was not sure what could be done if there were not more laws and room in the jail to help hold them accountable for their actions. Councilor Prawitz said he wished there could be a mandatory drug treatment law because they work in a world of misdemeanors and there were gaps between the City Court and some type of mandatory drug treatment. He heard it could take 5-7 times of a person going to rehab to be successful. He respected the information provided by Mr. Antis due to his years of experience. What he thought he heard is if other services stopped it would drive people to the Mission where they could be helped into services. One thing he kept hearing was the need for a low barrier shelter with accountability, but no matter what, they had to figure out how to connect with people one on one.

Councilor Cotterell stated he had a meeting scheduled as a private citizen with the State Representative and wanted to look at responsible legislation for civil commitment for drugs and alcohol. He suggested others write to the Governor and State Legislators because until there was something in place for those issues, the City would not be able to solve the problems which they were facing. Councilor Zielinski appreciated the presentations given and would like to further explore a multiple agency resource center. Having one place with trauma informed care to help people would be beneficial. It was easy to pigeonhole someone who was using drugs, but no one grows up and decides they want to be homeless or live on the street. Each person had had some type of trauma in their life and that was something they should not forget. Even those camping were still human beings, had something happen in their life and should not be dismissed.

Councilor Cox said it was a lot of information to hear and was grateful she lived in a community that offered so many services. She knew people had to want help before they could move forward and that people had to be met where they were in their life to move forward with assistance. The system was hard for some when filling out applications or they may not have the technology needed to do things online. She agreed the MARC idea was the best she heard and that drugs and alcohol were a definite problem in the area. Councilor Hicks appreciated the information received about resources. After hearing all presentations she noted that there were a lot of resources and people working hard to reach those in need. She was encouraged to hear Ms. Coccia offer her facility to be used as a low barrier shelter. From cleaning up homeless camps over the years, she felt that was the answer for a lot of people who needed help. Council had an obligation to protect the most vulnerable and it was important to get the youth off the street. Prevention was the biggest key to the unhoused population and if more youth were connected as children then they might be less likely to be on the streets and riverbanks as adults. Councilor Hicks would like to see them get to that point and felt a big part

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that was missing between housing and mental health or drug treatment was a work relief program. For those staying at a low barrier shelter, they should have a work program element and an opportunity to earn money to get their essentials for their lifestyle. She felt Council had ignored her suggestions in the past, but over the last two meetings Council was in a position to address and change policies.

Mayor Rich stated he felt there were three main groups to discuss which were the homeless, campers and mentally ill. He understood why Mr. Antis cautioned them to be careful about campers because they did not seem to be interested in the same services. He recognized that many of them had drug addiction problems and needed help.

Mayor Rich asked Council if they preferred to hear from more agencies or to proceed with discussions on what the City could do to help the homeless situation. Councilor Cotterell said he felt it was time to move forward with a public discussion, but wanted to do so when the public would be allowed to be in the same room together when the COVID-19 restrictions were lifted. If Council were to take action, he wanted input from the public. Councilor Fisher-Fowler said she had heard from enough agencies and was ready to begin making decisions. Councilor Cox agreed they had a better perspective of the situation and wanted a meeting for the public once COVID-19 restrictions were lifted. Councilor Prawitz added he was not ready to make a decision without hearing from State Legislators, parole and probation, Umpqua Health Alliance and Rogue Retreat as previously discussed. Another meeting via Zoom could be an option to hear from these last groups before proceeding to the next phase of possible action.

Councilor Zielinski agreed with Councilor Prawitz and said she would like to hear from more before proceeding because it did not make sense to recreate the wheel if others have had success. Councilor Cole said she too would like to hear from more people before proceeding. Councilor Hicks added she would like to hear from Parole and Probation, the Municipal Court Judge and Circuit Court Judge. She wanted more information about the site and release process and the options they were giving the community. It was important to hear from State Legislators in regards to the 9th Circuit Court appeal and what could be done.

Ms. Messenger reminded Council the City had limited resources. If agencies providing local services had more money they could do more of what they wanted to help others. She felt money would go further to contribute to these organizations rather than doing things ourselves. The City was financially restrained and would potentially need to add positions to fulfill any major changes. Mayor Rich said they would have another meeting electronically via zoom and asked Council to follow up with Ms. Sowa to establish a list of people to invite. The next meeting would be on August 3, 2020 at 6:00 p.m.

ADJOURNMENT

The meeting adjourned at 8:22 p.m.



Koree Tate
Management Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



DOUGLAS AVENUE IMPROVEMENTS FINAL DESIGN SERVICES EXEMPTION FROM PUBLIC CONTRACTING RESOLUTION No. 2020-16

Meeting Date: July 27, 2020
Department: Public Works
www.cityofroseburg.org

Agenda Section: Public Hearings
Staff Contact: Brice Perkins, PW Director
Contact Telephone Number: 541-492-6730

ISSUE STATEMENT AND SUMMARY

Staff recently negotiated a proposed scope and fee for completion of the final design of the Douglas Avenue Improvements Project with Century West Engineering. The issue for the Council is whether to adopt the attached resolution and approve the final design services contract.

BACKGROUND

A. Council Action History.

In February 2019, the City Council authorized a preliminary design contract with Century West Engineering for the Douglas Avenue Improvements Project by direct selection in accordance with RMC 3.06.050.

B. Analysis.

In February 2019, the City Council authorized a preliminary design contract with Century West Engineering for the Douglas Avenue Improvements Project by direct selection in accordance with RMC 3.06.050. The contract scope was for development of the roadway design to approximately 75% completion in order to establish street alignment and grade to accommodate proposed multi-family housing projects on Douglas Avenue.

At this time it is desirable to advance the plans and specifications to the 100% completion and bid ready stage. In order to complete the design at the lowest cost due to the level of complexity of the project, and to maintain design continuity and responsibility with one engineering firm, staff negotiated with Century West Engineering to complete the project design. The proposed scope of work includes subsurface exploration to determine bedrock elevations, final roadway and utility design, including a 12" water main in Douglas Ave., final design of a rectangular rapid flashing beacon at the intersection of NE Douglas Ave. and Eastwood Park, and bidding period services. Construction Management services are not included.

Since the total contract costs will exceed \$100,000, this will require Council to undertake an exemption process prior to contact award. Staff has attached a draft resolution

outlining the findings on which the exemption from competitive bidding is based. The process requires a public hearing, which was advertised for the July 27, 2020, Council meeting.

C. Financial/Resource Considerations.

The cost of the proposed final design contract with Century West Engineering is \$91,910.00. Funds are available in the FY 2020-21 Urban Renewal and Water Funds budgets.

D. Timing Considerations.

Staff is preparing a Safe Routes to School grant application, which is due August 31, 2020. If awarded it would be advantageous to have the final design under way. If the Council approves the exemption from competitive bidding and awards the final design contract, notice to proceed will be issued as soon as possible.

COUNCIL OPTIONS

The Council has the following options:

1. Adopt the attached resolution and award a contract for final design services with Century West Engineering for an amount not to exceed \$91,910.00; or
2. Request additional information; or
3. Recommend not moving forward with the contract, which will require another solution for the final design and may delay the project.

STAFF RECOMMENDATION

The Public Works Commission discussed this item at their July 9, 2020, meeting. The Commission recommended the Council adopt the resolution and award a contract for final design services with Century West Engineering for an amount not to exceed \$91,910.00; Staff concurs with this recommendation.

SUGGESTED MOTION

"I move to adopt Resolution No. 2020-16 exempting the contract from competitive bidding and award a final design services contract for the Douglas Avenue Improvements Project to Century West Engineering for an amount not to exceed \$91,910.00."

ATTACHMENTS:

Attachment #1 Resolution No. 2020-16 titled "A Resolution Regarding Exemption from Competition in Public Contracting for Final Design for the Douglas Avenue Improvements Project."

RESOLUTION NO. 2020-16

A RESOLUTION REGARDING EXEMPTION FROM COMPETITION IN PUBLIC CONTRACTING FOR FINAL DESIGN SERVICES FOR THE DOUGLAS AVENUE IMPROVEMENTS PROJECT

WHEREAS, in February 2019, the City engaged Century West Engineering, Inc. to provide preliminary engineering services related to the engineering design for a project to improve Douglas Avenue; and

WHEREAS, the project started in 2019, the City has paid Century West Engineering, Inc. \$98,081.00 for services related to the preliminary design of the project, and it is estimated that the cost for providing final design services for the project by Century West Engineering, Inc. would be \$91,910.00; and

WHEREAS, ORS 279C.110(3) states that a local contracting agency may adjust its procedures created for screening and selection of consultants and the selection of a candidate under said section and adjustments to accommodate a contracting agency's objectives may include provision for the direct appointment of a consultant if the value does not exceed a threshold amount as determined by the contracting agency; and

WHEREAS, Roseburg Municipal Code Section 3.06.035 permits the City Council to exempt a special public contract from competition on making appropriate findings; and

WHEREAS, Century West Engineering, Inc.'s prior work on the project and familiarity with the project gives it specialized knowledge specific to the project and a unique capacity and capability to perform the work at a cost savings associated with transferrable experience and background in past work performed; and

WHEREAS, the Council finds that the above facts will yield substantial cost savings, enhancement in quality, performance, and other public benefit anticipated by direct appointment of Century West Engineering, Inc.; and

WHEREAS, the approval of this direct appointment would be unlikely to encourage favoritism or diminish competition for the contract, in that Century West Engineering, Inc.'s unique familiarity and readiness to perform the work would likely result in Century West Engineering, Inc. being appointed in any event.

NOW THEREFORE, the City of Roseburg resolves as follows:

RESOLUTION NO. 2020-16

PUBLIC HEARING A
ATTACHMENT #1

1. The Roseburg City Council, acting as the local contract review board, makes the above findings and based on such findings does hereby approve and authorize staff to award and enter into a final design services contract with Century West Engineering, Inc., in the amount of \$91,910.00, for final design services on the Douglas Avenue Improvement Project.
2. This resolution is effective upon adoption.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT
ITS REGULAR MEETING ON THE 27th DAY OF JULY 2020.**

Amy L. Sowa, City Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION CORRECTING WATER FEE STACIE COURT

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

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

ISSUE STATEMENT AND SUMMARY

Council is being asked to adopt a resolution to correct an error in the fee schedule related to the monthly demand charge for Stacie Court residences.

BACKGROUND

A. Council Action History.

On September 10, 1990, Council authorized the City Manager to execute a development agreement with John Atkinson for construction of a 300,000 gallon water reservoir and water distribution mainline which would provide domestic water and fire flow services to 90+ acres east of Kline Street.

On December 14, 2015, Council adopted Resolution No. 2015-16, setting water rates for the next five-year period.

B. Analysis.

The 1990 development agreement between the City and John Atkinson included an additional connection charge of \$500 for one water service or an additional connection fee in the amount of 50 percent of the prevailing multiple block unit rate for two or more water services. It also included an additional \$10 per month service charge for each residential or business unit. Both charges were to remain in force until the City recovered the cost of constructing the public improvements. All connections have been made, leaving only the monthly service charge.

In 2015, a Water Rate Study was completed for the City and included the monthly service charge for Stacie Court. The rate was inadvertently listed as the rate per cycle (every two months) rather than monthly. Based on this study, rates were approved by Council in Resolution No. 2015-16. To correct the error in the Stacie Court Surcharge, a new resolution must be adopted by Council. The correct service charge is \$10/month.

This correction was brought to the Public Works Commission during their July 9, 2020 meeting. The Commission unanimously approved forwarding this resolution to Council for adoption to correct the discrepancy.

C. Financial/Resource Considerations.

This change will have no financial impact as the City has been charging the correct amount since 1990.

D. Timing Considerations.

To keep our fee schedule current and accurate, adopting the proposed resolution at this time would be prudent.

COUNCIL OPTIONS

- Adopt the resolution as presented; or
- Request additional information

STAFF RECOMMENDATION

Staff recommends Council adopt the resolution as presented.

SUGGESTED MOTION

I move to Adopt Resolution No. 2020-17

ATTACHMENTS:

Attachment #1 – Resolution No. 2020-17

RESOLUTION NO. 2020-17

A RESOLUTION AMENDING RESOLUTION NO. 2015-16 REGARDING FEES

WHEREAS, A development agreement was entered into between the City of Roseburg and John Atkinson in 1990 which established an additional \$10 per month service charge for residential properties within the development including Stacie Court to remain in force until the City recovered the cost of constructing the public improvements; and

WHEREAS, Resolution No. 2015-16 was adopted following a Water Rate Study to set fees for water services provided by the City; and

WHEREAS, the service charge listed in Resolution No. 2015-16 for Stacie Court was inadvertently listed as \$20 per month.

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

Section 1. WATER – Effective July 27, 2020, the below-listed Monthly demand charge is corrected as follows:

Stacie Court Surcharge \$10/per month

Section 2. This resolution shall become effective immediately upon adoption by the Roseburg City Council July 27, 2020

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 27TH DAY OF JULY, 2020.**

Amy L. Sowa, City Recorder

**ROSEBURG CITY COUNCIL
AGENDA ITEM SUMMARY**



**STEWART PARKWAY BRIDGE END PANEL REPAIR PROJECT
BID AWARD RECOMMENDATION – 19PW10**

Meeting Date: July 27, 2020
Department: Public Works
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: Brice Perkins, PW Director
Contact Telephone Number: 541-492-6730

ISSUE STATEMENT AND SUMMARY

The City received bids for the Stewart Parkway Bridge End Panel Repair project on July 1, 2020. The issue for the Council is whether to award the construction contract.

BACKGROUND

A. Council Action History.
None.

B. Analysis.
In March 2019 the City contracted with OBEC Engineers for the design of repairs to address defective joints on the Stewart Parkway Bridge end panels and to address settlement of the approach sidewalks adjacent to the bridge. The project was advertised for construction bids on June 10, 2020, and bids were opened on July 1, 2020. One bid was received and is summarized below:

No.	Bidder	Total Bid Amount
1	Conway Construction Company	\$343,975.00
	<i>Engineer's Estimate</i>	<i>\$315,560.00</i>

C. Financial/Resource Considerations.
The FY 20-21 Transportation Fund budget includes \$342,520 for design and construction of this project. Total project costs are estimated below.

Construction (low bid)	\$ 343,975.00
Contingency (5% of const.)	\$ 17,198.75
<u>Engineering Construction Svcs.</u>	<u>\$ 39,076.00</u>
<i>Total Estimated Costs</i>	<i>\$ 400,249.75</i>

D. Timing Considerations.
If awarded, the Notice to Proceed will be issued in August. The contractor is allowed 60 calendar days to complete the project.

COUNCIL OPTIONS

The Council has the following options:

1. Award the contract to the lowest responsible bidder, Conway Construction Company, for \$343,975.00; or
2. Request additional information; or
3. Reject all bids

STAFF RECOMMENDATION

The lowest bidder submitted all required documentation and is considered responsive. However, staff reviewed the bid with the design engineer and cannot find justification for the bid being over the engineer's estimate; and the total project costs exceed the amount budgeted. The Public Works Commission discussed this project at their July 9, 2020, meeting. The Commission unanimously recommended rejecting all bids. Staff concurs with this recommendation.

SUGGESTED MOTION

"I move to reject all bids received for the Stewart Parkway Bridge End Panel Repair Project."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



LEAGUE OF OREGON CITIES LEGISLATIVE PRIORITIES

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

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

ISSUE STATEMENT AND SUMMARY

The League of Oregon Cities (LOC) provided a list of legislative objectives for Council to review, discuss and prioritize for the City of Roseburg.

BACKGROUND

A. Council Action History.

On July 23, 2018, Council submitted their top four and lowest four priorities to the LOC for consideration.

On June 5, 2020, the legislative priorities list was sent to the City from LOC with the request for the Council to review and provide input to the LOC Board of Directors with their top four priorities.

B. Analysis.

Staff has compiled the results received by the Council prioritizing the LOC legislative topics. Based on the input from those who responded, there are 3 topics that ranked the highest. They are listed here with the number of votes noted:

- COVID-19 Economic Recovery Investments (6)
- Expedited Siting for Shelter and Affordable Housing (5)
- Mental Health Service Delivery (5)

The following priorities received two or more votes. Council is asked to choose one of these four to add to the top three priorities listed above:

- Housing and Services Investment (3)
- Long Term Transportation Infrastructure Funding (2)
- Low-Income Energy Efficiency and Affordability Programs (2)
- Property Tax Reform (2)

After review, Council may select a total of four priorities to submit to the LOC Board.

C. Financial/Resource Considerations.

There are no financial considerations relating to this discussion.

D. Timing Considerations.

The deadline to return the City's priorities list to the LOC is Friday, August 7, 2020.

COUNCIL OPTIONS

After Council review and discussion, Council can direct staff to either submit their top four priorities to the LOC, or not submit anything.

STAFF RECOMMENDATION

Staff has no recommendation.

SUGGESTED MOTION

No formal motion is needed; however, Council may direct staff to submit their top four priorities to the LOC Board prior to August 7, 2020.

ATTACHMENTS:

Attachment #1 – LOC List with Council rankings

Attachment #2 – LOC Priorities Summary

Please mark 4 boxes with an X or check mark that reflects the top 4 issues that your city recommends be added to the priorities for the LOC's 2021 legislative agenda.

City of: _____

Legislation

A. Beer and Cider Tax Increase	
B. Broadband Infrastructure and Technical Assistance Funding	
C. Building (Reach) Code – Energy Efficiency Local Option	
D. COVID-19 Economic Recovery Investments	6
E. Digital Equity and Inclusion	
F. Expedited Siting for Shelter and Affordable Housing	5
G. Green Energy/Renewables – Expanded Local Option	
H. Housing and Services Investment	3
I. Increased Budgetary Flexibility During Budgetary Emergency	
J. Infrastructure Financing and Resilience	1
K. Local Climate Action Planning Resources	
L. Local Energy Generation Project Support	
M. Local Speed Setting Authority	1
N. Long Term Transportation Infrastructure Funding	2
O. Low-Income Energy Efficiency and Affordability Programs	2
P. Marijuana Tax Local Rate Limitation Increase	1
Q. Mental Health Service Delivery	5
R. Municipal Broadband and Municipal Pole Protection	
S. New Mobility Services	
T. Photo Enforcement Safety Cameras	1
U. Property Tax Reform	2
V. Reducing Wastewater Impacts from Wipes and Other “Non-Flushables”	1
W. Right-of-way/Franchise Fees Authority Preservation	1
X. State Highway Funds Formula	
Y. Tort Liability Reform	1
Z. Water Utility Rate and Fund Assistance	

In addition to your ranking of the priorities shown above, please use this space to provide us with any comments (supportive or critical) you may have on these issues, or thoughts on issues or potential legislative initiatives that have been overlooked during the committee process.):

A. Beer and Cider Tax Increase

Legislation:

The League proposes increasing the state taxes on beer and cider to assist with rising public safety costs, improve public health, reduce alcohol consumption by minors, and provide alcohol tax equity with wine and liquor.

Background:

Oregon's tax has not been increased since 1978 and is currently \$2.60 per barrel which equates to about 8 cents on a gallon of beer. The tax is by volume and not on the sales price, meaning the tax is less than 5 cents on a six-pack. Oregon has the lowest beer tax in the country, and to get to the middle of the states Oregon would need to raise the tax to \$30.00 per barrel or 54 cents per six pack (a more than 10-fold increase). Given recent challenges to the craft brewing industry tied to bar and restaurant closures it may be appropriate to delay or phase-in the increase. Cities are preempted from imposing alcohol taxes. In exchange, cities receive approximately 34% of the state alcohol revenues, but the state takes 50% of beer and wine taxes off the top prior to this distribution. Cities have significant public safety costs related to alcohol consumption, and the beer tax does not come close to covering its fair share of these costs.

Presented by the Finance and Taxation Committee

B. Broadband Infrastructure and Technical Assistance Funding

Legislation:

Seek additional state support and funding for increased broadband infrastructure deployment and technical assistance.

Background:

The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to be linked to their governments. Research shows areas of the state either not served or underserved by competitive broadband technology. A significant barrier to the deployment of broadband infrastructure is funding. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new, reliable, low latency broadband infrastructure that reaches speeds of at least 25 Mbps download and 3 Mbps upload or any updated speed standards as adopted by the FCC. Many federal grant programs require localities to have a broadband strategic plan in place before they are eligible for funds. Therefore, there is a need for funding sources to help cities with technical assistance as well as infrastructure.

Presented by the Telecom, Broadband & Cable Committee

C. Building (Reach) Code – Energy Efficiency Local Option

Legislation:

The LOC will pursue/support legislation to allow communities to adopt the Reach Code as the mandatory residential or commercial building code within the city's jurisdictional boundaries. The Reach Code would represent a building energy code that would be at least 10 percent more efficient than the statewide building code. Under this proposal, cities would be able to adopt the more efficient Reach Code or would continue to use the standard statewide building code as the base code.

Background:

Under current state law, cities are preempted from adopting local building codes. Instead, development is subject to statewide codes, including for new residential and commercial development. In 2009, legislation was passed to implement a new, optional code (Reach Code) that would allow developers to exceed statewide codes and streamline the construction of higher-performance buildings through efficiencies

gained in the building exterior envelope as well as heating, ventilation, air conditioning, piping insulation and lighting. The Reach Code is optional for builders to use, but a local government can't mandate a builder to use it. This legislative recommendation would allow a city to adopt the Reach Code within their jurisdiction in order to promote additional energy efficiency for new residential and commercial structures. If a city does not wish to adopt the Reach Code, the statewide code would remain in place. The LOC Energy & Environment Committee discussed whether this recommendation would impact housing costs and believes that long-term cost savings may be gained through increased energy efficiency in newly built units. Ultimately, the decision on whether to utilize the standard code or the enhanced (Reach) code would be at the discretion of the city.

Presented by the Energy and Environment Committee

D. COVID-10 Economic Recovery Investments

Legislation:

The League will advocate for continued economic recovery strategies and investments for small business and workforce assistance in response to the economic impacts of the COVID-19 pandemic.

Background:

The COVID-19 pandemic has had a devastating impact on Oregon's small businesses and workforce. While the federal government and the state have made recent investments to support small business, these resources have yet to meet current needs and more resources will be needed to support long term economic recovery for Oregon's communities. The League will work in coordination with economic development partners to advocate for continued investments to support long-term recovery and economic development.

Presented by the Community Development Committee

E. Digital Equity and Inclusion

Legislation:

Support legislation and policies that are inclusive and equitable to all, individuals and communities, so that they have the information technology capacity needed for full participation in our society, democracy and economy.

Background:

Connectivity is crucial to modern life. It is being relied on more for how people do business, learn, and receive important services like healthcare. As technology has evolved, the digital divide has become more complex and nuanced. It is no longer about the existence of technology in certain places. Now, the discussion of the digital divide is framed in terms of whether a population has access to hardware, to the Internet, to viable connection speeds and to the skills and training they need to effectively use it. The LOC will partner with schools, healthcare, and other stakeholders to ensure technologies are relevant, available, affordable, and accessible to the diverse populous and communities of Oregon. Additionally, the LOC will advocate for digital literacy programs to help learn these new technologies.

Presented by the Telecom, Broadband & Cable Committee

F. Expedited Siting for Shelter and Affordable Housing

Legislation:

The League will pursue legislation to expedite the siting of emergency shelter and other affordable housing that follows the intent of the 2020 shelter siting bill ([HB 4001](#)) but retains more local decision making in the process. The League will pursue this priority in coordination with affordable housing partners and other land use stakeholders.

Background:

The League worked closely with city and county partners during the 2020 session to gain improvements to [HB 4001](#), which sought to preempt all local siting and zoning regulations and the land use appeals process, for approving the siting of emergency shelters for a one-year period. HB 4001 received strong legislative support in 2020. Draft omnibus legislation for a potential future special session has included the text of HB 4001 and the League expects to see HB 4001 reintroduced in the 2021 session.

This priority will empower cities and counties to proactively introduce alternative legislation, similar to existing statute in California, which requires jurisdictions to identify places where shelters can locate instead of mandating that jurisdictions allow shelters to be sited anywhere. The California model requires cities and counties to accommodate their need for emergency shelters on sites where the use is allowed without a conditional use permit and requires cities and counties to treat transitional and supportive housing projects as a residential use of property.

Presented by the Community Development Committee

G. Green Energy/Renewables – Expanded Local Option

Legislation:

The LOC will pursue/support policies that increase local control opportunities for cities that want to establish a community-scale green energy program. This program would be optional for cities that choose to pursue it. Cities who choose to, would be allowed to adopt resolutions that would opt-in residential, commercial, and industrial customers to a voluntary renewable energy option if it is provided by an investor owned utility that serves the city and its electric customers. Under this proposed program, a city would be able to pursue a more aggressive green energy portfolio and would better position cities to meet local climate action goals.

Background:

Under current law, customers of investor-owned utilities can opt-in to voluntary renewable energy options for their customers. These options allow customers to invest in additional green energy generation. In 2019, the state of Utah passed legislation ([SB 411](#)) that allows cities and counties to opt-in to programs on a community-scale basis, while still allowing individual customers to opt-out. Under this proposal, any city within the territory of an investor-owned utility, would be able to pursue this option for community-scale renewable energy (net-100% renewable).

Presented by the Energy and Environment Committee

H. Housing and Services Investment

Legislation:

The League will support increased investments for affordable housing, homeless assistance, and related services including funding for: shelter, homeless services, case management, rent assistance, the development and preservation of affordable housing, and permanent supportive housing.

Background:

Cities large and small were facing escalating homelessness rates before the COVID-19 pandemic and the current economic downturn will only increase the number of Oregonians facing eviction or experiencing homelessness. State general fund programs like the Emergency Housing Assistance (EHA) and State Homeless Assistance Program (SHAP) have seen record investments in previous legislative sessions. The legislative emergency board also voted recently to dedicate \$12M in general funds to support rent assistance and safe shelter in response to COVID-19.

Oregon's lack of available housing, high rents and high home prices are causing housing instability and homelessness to increase. The Legislature has made record investments in recent years to fund the LIFT

affordable housing program and preserve Oregon's existing affordable housing infrastructure. These programs are funded through general obligation bonds and lottery backed bonds.

Permanent Supportive Housing is a key strategy for ending chronic homelessness that reduces downstream costs to public systems like public safety, emergency health care and corrections. The 2019 Legislature invested over \$50M to stand up a three-pronged permanent supportive housing program that includes 1) development costs to build, 2) rent assistance to keep units deeply affordable, and 3) wrap around services that are key to ensuring residents' long-term stability. The state should continue investing in this model to bring more Permanent Supportive Housing across the state and ensure that the housing developed with the original \$50M continues receive the necessary ongoing funding for rent assistance and supportive services.

Presented by the Community Development Committee

I. Increased Budgetary Flexibility During Budgetary Emergency

Legislation:

The League proposes relaxing budgetary constraints in state law so that cities may better be able to withstand revenue losses related to natural disasters and public health emergencies. These losses will inevitably force many cities to cut services and lay off staff, the legislature can reduce the effect of losses by increasing flexibility for use of funds during and after a declared emergency.

Background:

Cities anticipate a tremendous loss in revenue due to the COVID-19 pandemic. Reduced revenues already include losses to lodging taxes, gas taxes, park fees, development fees, parking fees, utility charges, and so on. Further out, there is widespread concern that there will be impacts to the real estate market going into 2021, and by extension a reduction in 2021-22 property tax revenues. Cities want maximum flexibility in using funds that are subject to statutory limitations but will negotiate terms on individual funding sources including payback requirements if necessary. This flexibility should apply during and after declared emergencies, including both the current pandemic and future natural disasters.

Presented by the Finance and Taxation Committee

J. Infrastructure Financing and Resilience

Legislation:

The League will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, and Regionally Significant Industrial Site loan program. The advocacy will include seeking an investment and set aside through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.

Background:

Cities continue to face the challenge of how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments. This priority will focus on maximizing both the amount of funding and the flexibility of the funds to meet the needs of more cities across the state to ensure long-term infrastructure investment.

Presented by the Community Development Committee

K. Local Climate Action Planning Resources

Legislation:

The LOC will seek grant funding and technical assistance resources for cities to pursue, adopt or expand local climate action plans. In addition, the LOC will pursue opportunities to work with the Oregon Climate Change Research Institute (through Oregon State University) to provide cities and counties with local/regional data that can better inform the adoption and implementation of climate adaptation and mitigation at the local level.

Background:

According to the Oregon Department of Energy's [2018 Biennial Energy Report](#) (BER), since the early 1990s, major international and U.S. scientific assessments have concluded that both climate change mitigation and adaptation efforts are necessary in response to climate change. The BER goes on to explain that adaptation is often thought of as actions "to prepare for and adjust to new conditions, thereby reducing harm or taking advantage of new opportunities or simply to reduce society's vulnerability to climate change impacts." Local climate action plans, adopted by cities or counties, can help communities better understand how climate change will impact their communities, and can provide localized solutions to help mitigate against the impacts of climate change. The LOC is aware of fourteen cities that have adopted local climate action plans. There are other cities that are interested in doing the same but that do not have the financial and/or staffing resources that are necessary.

Presented by the Energy and Environment Committee

L. Local Energy Generation Project Support

Legislation:

The LOC will support/pursue funding, technical assistance and other tools that make local energy generation more feasible for cities to pursue.

Background:

Local energy generation projects can better position cities to pursue and achieve local climate action goals, address capacity constraints of existing electric transmission lines, and can help cities respond to individual businesses that may be seeking green energy options. The types of local energy generation projects discussed by the committee include, but are not limited to, small-scale hydropower, in-conduit hydropower, methane capture, biomass and solar. Such projects are not intended to conflict with existing low-carbon power purchase agreements but can position cities to pursue local climate action goals and supplement energy needs through renewable generation. Under this recommendation, the LOC will work to identify barriers and potential solutions to local energy generation and will pursue funding assistance for feasibility studies and project implementation.

Presented by the Energy and Environment Committee

M. Local Speed Setting Authority

Legislation:

Support legislation that provides legislative authority for ODOT to delegate local speed setting authority to Oregon cities that meet state criteria. Improve safety and speed limit consistency in Oregon cities by establishing a clear delegation process that is consistent with recently adopted statewide speed zone rules. ([OAR 734-020-0014](#), [734-020-0015](#), and [734-020-0016](#)). This will be permissive legislation allowing cities to opt-in and thus will not be a mandate.

Background:

The state of Oregon and cities across the state are all committed to improving safety on our streets. National and international research has shown that setting appropriate speed limits on city streets is a critical tool for improving safety and saving lives. During the 2020 legislative session, [HB 4103](#) gained widespread support for setting up a collaborative process with ODOT and cities that opt into a process for gaining local speed setting authority. Despite strong support, HB 4103 did not pass due to the legislative clock running out. Going forward, LOC will work with safety advocates and cities and use HB 4103 from the 2020 session as a template for legislation in 2021. Delegated authority should be made available to all cities that meet ODOT's criteria; participation by cities is permissive (not required). Cities should be able to determine speeds that are adequate and safe for their communities, working within the OAR speed zone framework. This will improve safety and make speed setting more consistent across local government jurisdictions.

Presented by the Transportation Committee

N. Long Term Transportation Infrastructure Funding

Legislation:

Support expansion and consideration of revenue-generating options to fund multimodal transportation infrastructure, which includes state and local facilities. Support state and local projects that are part of the Statewide Transportation Improvement Program.

Background:

Oregon has made two significant state-wide transportation investments in the last 15 years. In 2009, the [Jobs and Transportation Act \(JTA\)](#) passed. This was a successful effort from local governments and the business community to invest in maintenance and capacity building projects state-wide. In 2017, [HB 2017](#) established Oregon's first ever comprehensive, multimodal, transportation investment with what is known as "Keep Oregon Moving," which was a \$5.3 billion package. Although HB 2017 will not have its full funding until 2024 LOC and other transportation advocates will need to constantly explore other sources of revenue including a possible future replacement of Oregon's gas tax with a road user charge system. Oregon has been pioneering a vehicle miles traveled (VMT) tax within the [MyOReGo](#) pilot program. The program is voluntary and can provide several benefits to users. Ultimately the long-term structure for transportation investment may well take on a similar structure.

Presented by the Transportation Committee, endorsed by the Community Development Committee

O. Low-Income Energy Efficiency and Affordability Programs

Legislation:

The LOC will provide support for programs that seek to expand upon low-income energy and heating assistance programs, including programs targeted to make energy more affordable for rental properties. In addition, the LOC will work to support programs that provide for energy bill payment assistance and expand opportunities for low-income Oregonians to access resources for home weatherization.

Background:

According to Oregon Housing & Community Services, approximately 396,182, or about 25 percent of all households, are considered energy-burdened because of their energy-related expenditures (as of 2018). A household is considered energy burdened if six percent or more of its gross income is consumed by energy-related expenses. In recent years, legislation has been introduced in Oregon that would have provided additional assistance to low-income homeowners and renters that struggle with energy affordability. Unfortunately, legislation did not pass. The need for such assistance has increased as a result

of the economic hardships resulting from COVID-19. In addition to bill payment assistance, there is a need for programs that will support low-income home weatherization in order to make energy bills more affordable in the long-term.

Presented by the Energy and Environment Committee

P. Marijuana Tax Local Rate Limitation Increase

Legislation:

The League proposes increasing the current 3% cap on local marijuana taxes. This would give local voters greater choice in choosing a rate that reflects their needs or their community.

Background:

Retailers licensed by the Oregon Liquor Control Commission (OLCC) are required to charge a state-imposed retail sales tax of 17 percent for all recreational marijuana sold. Cities and counties (unincorporated areas only) may also impose a local retail sales tax of up to 3%, subject to voter approval. Tax rates for recreational marijuana vary widely across the states, but the total Oregon tax burden at a maximum of 20% is the lowest of West Coast states. Washington imposes a 37% state excise tax, but with a state sales tax of 6.5% and local rates of up to 1.9% the total rate can reach over 45%. California has a retail tax of only 15%, but with a state sales tax of 7.5% and local taxes up to 15.25% the total rate can reach up to 37.75%. Oregon consistently ranks among the lowest of the states for marijuana prices. Cities are sensitive to the desire to not push consumers to the black market and will work with the legislature on an increased cap that balances that concern with local revenue needs.

Presented the Finance and Tax Committee

Q. Mental Health Service Delivery

Legislation:

Support the delivery of mental health services in order to reduce negative police interactions and ensure that those in need receive the help they require.

Background:

The Committee and the LOC membership have prioritized the delivery of mental health services periodically over the last 5 years. Items contained in this priority have included crisis intervention training for police officer, mobile police and social worker teams to proactively work with people in danger of going into crisis, jail diversion, mental health courts and greater access to care. In the immediate past short session, the LOC worked with its coalition partners to obtain \$9 million in additional funding for aid-and-assist, community care and jail diversion but was unsuccessful due to a lack of quorum.

While the measurements are subjective and not in general agreement, most surveys of behavioral health and alcohol and drug addiction service availability place Oregon near or at the bottom of state rankings. As a result, Oregon ranks third in the nation for [alcohol related deaths](#), and above the national average in [suicides](#). Anecdotally, most police chiefs that have participated in LOC conversations on this topic report a growing number of calls for service stemming from people in mental health crisis. The COVID-19 pandemic has exacerbated some of these issues with Portland Police Bureau reporting a 41% increase in suicide related calls (including attempts and threats) over this time last year. This priority would include but not be limited to:

Investment: The stark truth is that Oregon has never financially supported mental health services at a level commensurate with need. More beds and more capacity will allow for greater delivery. The spending plan may be complicated but many advocates bristle at the idea of “mental health reform” when it’s never been funded as a priority. The League does not have a specific number at this time but is in conversation with partners to develop one.

Decimalization of Mental Illness: People suffering from mental illness that interact with the criminal justice system typically spend more time incarcerated and suffer a disruption in treatment. Jail diversion has been something the League has advocated for in previous sessions and but will require changes in law, training and investments.

Workgroups Outcomes: There are currently several workgroups developing behavioral health reform plans that have yet to be completed, much of that work has been interrupted by COVID 19. LOC staff can update the Committee on these their work continues but cannot make recommendations on them now.

Alcohol Availability: The prevalence of cheap and potent alcoholic beverages that are produced and sold for the express purpose of achieving rapid intoxication has been a concern for Oregon Recovers, an advocacy group for those recovering from addiction. OLCC sells several 750 ml bottles for under \$10 and some as low as \$5. Creating a minimum price per international unit of alcohol has had an impact on consumption of cheap, potent beverages in Scotland and is believed to have had an impact on consumption there. Raising the price of low cost but high-volume products would also increase city shared revenue and provide additional funding for behavioral health services.

Mental Health Parity: Oregon and the federal government have enacted statutes to ensure that mental health services are treated as a health issues in a manner identical to physical health by health insurers. The legislative intent behind these laws has not been met as evidence by reports of denied coverage. Ensuring effective parity would increase treatment an access.

Presented by the General Government/Human Resources Committee, endorsed by the Community Development Committee

R. Municipal Broadband and Pole Protection

Legislation:

Oppose legislative efforts to restrict existing municipal authority to provide broadband services, and own and operate poles in the rights-of-way.

Background:

As the public grows more dependent on the Internet for expanding parts of their lives, community choices for gaining access at a reasonable price, for both consumers and producers, are dwindling. Some municipalities choose to become service providers themselves. Municipal broadband is sometimes the only way to bring high speed internet to a community and it can serve as an access point to neighboring communities. Additionally, municipal broadband adds competition to the market and can help lower prices for community members. As there is a push for more connectivity and bridging the digital the divide, the LOC will protect localities rights to be internet service providers for their own communities. Additionally, as more and more small cell and 5G technology is deployed in the rights-of-way, the LOC will protect the right of municipalities to own, operate and regulate attachments that are allowed on their poles.

Presented by the Telecom, Broadband & Cable Committee

S. New Mobility Services

Legislation:

Support for a variety of new mobility services that promote a safe, sustainable, and equitable multimodal transportation system, while preserving local government's authority to regulate services and ensure they best serve the local context.

Background:

Transportation mobility has been rapidly changing over the last few years. The emergence of ridesharing services such as Transportation Network Companies (TNCs) now provide the public with more options to

get from point “a” to point “b.” New platforms continue to emerge such as scooters, shared bikes, electric delivery tricycles for package delivery and the possibility of future driverless delivery and vehicle fleets. Cities must have the flexibility to address the impacts of emerging technologies on their communities such as increased congestion and air pollution while protecting consumers and maintaining a safe transportation network that recognizes the unique needs of individual communities.

Presented by the Transportation Committee

T. Photo Enforcement Safety Cameras

Legislation:

Support continuation and expansion of fixed speed and red-light cameras and mobile speed radar state-wide to improve public safety in high-crash corridors. Explore changes that enable more streamlined processing of citations. Allow for local governments to form IGA’s with other local governments to facilitate the use of safety cameras and mobile radar in their communities.

Background:

The Oregon Transportation Safety Action Plan sets a goal of no deaths or life-changing injuries on Oregon’s transportation system by 2035. In 2015, the Oregon Legislature granted the city of Portland the authority to implement a fixed speed safety camera program ([HB 2621](#)). Portland’s fixed speed camera systems have been operating on “urban high crash corridors” for the past several years. Data collected at these locations shows a distinct change in driver behavior that has reduced the risk of collisions (See [PBOT Report](#)). Under existing statutes, photo radar is allowed in the cities of Albany, Beaverton, Bend, Eugene, Gladstone, Medford, Milwaukie, Oregon City, Portland and Tigard. LOC’s goal is to bring this authority state-wide providing all cities with the choice of operating speed radar in their communities to improve safety and reduce the risk of high-speed crashes.

Presented by the Transportation Committee

U. Property Tax Reform

Legislation:

The League of Oregon Cities proposes that the Legislature refer a constitutional measure and take statutory action to reform the property tax system as part of the 2021 session. With the passage of the Corporate Activities Tax Oregon has taken a step towards long term financial stability at the state and school district level, but local budgetary challenges persist and the legislature must take action to allow cities and other local governments to adequately fund the services that residents demand.

Background:

The property tax system is broken and in need of repair due to Measures 5 and 50, which are both now over 20 years old. The current system is inequitable to property owners and jurisdictions alike, is often inadequate to allow jurisdictions to provide critical services, removes all local choice, and is incomprehensible to the majority of taxpayers. Local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. Therefore, the League will take a leadership role in forming coalitions to help draft and advocate for both comprehensive and incremental property tax reform option packages. The League will remain flexible to support all legislation that improves the system, with a focus on a property tax package that includes, but may not be limited to these elements:

- To restore local choice, a system that allows voters to adopt tax levies and establish tax rates outside of current limits and not subject to compression (requires constitutional referral).
- To achieve equity, a system that has taxpayers’ relative share tied to the value of their property, rather than the complex and increasingly arbitrary valuation system based on assessed value from Measure 50 (requires constitutional referral).

- To enhance fairness and adequacy, a system that makes various statutory changes, some of which would adjust the impact of the above changes. For example, as a part of comprehensive reform the League supports a new reasonable homestead exemption (percentage of RMV with a cap) but also supports limiting or repealing various property tax exemptions that do not have a reasonable return on investment.

Presented by the Finance and Tax Committee, endorsed by the Community Development Committee

V. Reducing Wastewater Impacts from Wipes and Other “Non-Flushables”

Legislation:

The LOC will work with other stakeholders, including the Oregon Association of Clean Water Agencies address challenges resulting from wipes and other non-flushable items. Legislation pursued will likely focus on requirements for manufacturers to clearly label product packaging to indicate that the product should not be flushed, however, the LOC will additionally explore other viable opportunities to address the public health, environmental and economic challenges resulting from improper disposal of these products.

Background:

In recent years, public wastewater systems have experienced significant increases in sewer line clogs, environmental impacts, infrastructure impacts and costs associated with wipes being flushed down toilets. Most wipes don't break down when flushed, and even wipes that are labeled as “flushable” can clog pipelines and pumps and can cause sewage overflows in residences and the environment. The COVID-19 pandemic has made this challenge even worse due to shortages of toilet paper and increased use of disinfecting wipes. The EPA and other national organizations, as well as statewide and local wastewater agencies, are working to get the message out to avoid costly as well as environmental impacts of wipes in our sewer and treatment systems. In March of 2020, the state of Washington passed legislation requiring manufacturers to label products with a “do not flush” logo if the product does not meet national “flushability” standards (i.e. breaking down in the sewer system).

Presented by the Water/Wastewater Committee

W. Right-of-Way/Franchise Fees Authority Preservation

Legislation:

Oppose legislation that, in any way, preempts local authority to manage public rights-of-way and cities' ability to set the rate of compensation for the use of such rights-of-way.

Background:

In its commitment to the protection of Home Rule and local control, the LOC consistently opposes restrictions on the rights of cities to manage their own affairs. From time to time, in the context of public rights-of-way management authority discussions, legislative proposals to restrict this authority arise. Efforts to restrict local authority often include proposals for a statewide right-of-way access policy and compensation system as well as limiting the ability of cities to charge fees of other government entities. This is contrary to local government management authority; the ability to enter into agreements with users of the right-of-way either by agreement/contract or ordinance; to set terms of right-of-way use and to set the rate of compensation. In recent years the FCC has passed rulemaking through various orders like the Small Cell Orders ([FCC 18-133](#) and [FCC 18-111](#)) and the Cable Franchising Order ([FCC 19-80](#)) that erode cities' right-of-way and franchising authority. Local governments around the U.S. are fighting these orders in court. There is a fear that the language of these orders will be codified in state legislatures. This would mean if the orders are overturned in court at the federal level, they will still impact cities in states that have passed laws codifying the orders.

Presented by the Telecom, Broadband & Cable Committee

X. State Highway Funds Formula

Legislation:

Consider opening the state highway fund distribution formula to allow for an additional percentage to cities. Currently the split is 50-30-20 with the State receiving 50%, Counties receiving 30% and the balance going to Cities 20%.

Background:

Oregon has had a distribution formula for the state highway fund for decades. [This fund](#) combines the revenues generated from the state's gas tax, weight-mile tax on heavy trucks, licenses, fees, and bond proceeds. Approximately 77 percent of the total revenue collected by Oregon Department of Transportation (ODOT) is from state sources, while only 23 percent comes from federal sources. During the 2017 session base level funding for the least populated counties was established along with a \$5 million-dollar small city fund for cities under 5,000 in population with a maximum award of \$100,000 and no match requirement. LOC will engage with other transportation interests to determine if there is adequate support to advance legislation that would revisit the current 50-30-20 distribution.

Presented by the Transportation Committee

Y. Tort Liability Reform

Legislation:

COVID-19 and existing federal court decisions have added risk exposure to cities in areas where their authority has been limited or have not received adequate support. This priority seeks to ensure that cities are not held liable in these areas.

Background:

CIS has already had a COVID related claim filed against it for a COVID related exposure. While there may be many legitimate reasons for a person to seek damages related to the outbreak, local governments have been hampered by inadequate supplies of PPE, testing capability, direct financial support, and legislative relief.

Additionally, the Boise decision that prevents cities from enforcing no camping rules and ordinances subject cities to additional tort liability. The ruling holds that if a person has no place else to go, a city must allow them to sleep somewhere. While there is a logical basis for the core of the ruling, if a city allows a person to sleep in an area that is not designed for camping, such as a park, the person may seek damages. Please note that recreational users of parks may not seek damages due to Oregon's recreational immunity statute that were corrected in 2017.

Finally, in previous sessions, legislation has been introduced but not passed to require cities to permit shelters in areas where they may not be appropriate and "codify" the Boise decision in state law. This legislation did not include immunity from tort liability while removing city authority.

Presented by the General Government/Human Resources Committee

Z. Water Utility Rate and Fund Assistance

Legislation:

The League will work during the 2021 legislative session to provide water utility funding assistance for ratepayers that are experiencing ongoing or recent economic hardships. In addition, the LOC will work to identify opportunities for additional investments in public infrastructure, including water supply, wastewater treatment, stormwater management, green infrastructure opportunities and resilience for water systems. Finally, the LOC Water & Wastewater Policy Committee has identified a need for additional,

targeted grant funding assistance that will benefit smaller communities. This includes additional funding to conduct rate studies, feasibility studies and funding to help communities comply with new regulatory requirements, including the requirement to include a seismic risk assessment and mitigation plan within regular water master plan updates.

Background:

In response to economic impacts associated with the spread of COVID-19, many of Oregon's drinking water and wastewater utility providers have offered additional assistance to ratepayers. The LOC is aware that most water utility providers have temporarily ceased water service shut offs (disconnections) for non-payment or past due bill collection during this period of economic hardship. Impacts associated with residential ratepayer revenue losses and decreased water consumption from businesses that have either closed or limited operations has resulted in revenue losses for many Oregon water utility providers. Some water utilities have outstanding debt from prior infrastructure investments and have expressed concerns that reductions in revenue may impact the ability to make the ongoing debt payments. In addition, the economic hardships that are being experienced by many Oregonians, especially in low-income and minority communities, will be ongoing; highlighting the need for additional ratepayer assistance investments that focuses on equity and our most vulnerable populations.

The LOC will work to identify funding for water utility ratepayer assistance and will work to establish a framework for the distribution of funds and will seek to ensure that this crisis does not exacerbate existing inequities, especially for Black, Indigenous, other Communities of Color and for rural Oregonians.

In addition, while COVID-19 has created unique revenue challenges for water utility providers, a key issue that most cities continue to face is how to fund infrastructure improvements (including maintaining, repairing and replacing existing infrastructure and building new infrastructure to address capacity and regulatory requirements). Increasing resources in programs that provide access to lower-rate loans and infrastructure-specific grants will assist cities in investing in vital infrastructure improvements which will also help bolster economic recovery. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments.

The LOC will pursue additional funding through the state's Special Public Works Fund, which provides funding assistance through Business Oregon for a variety of public infrastructure needs and will explore state bonding capacity opportunities for water-specific infrastructure needs. In addition, LOC will pursue funding for small communities that face regulatory and operational challenges. Examples of small-community funding assistance opportunities may include expanded grant opportunities through existing funding programs and additional funding assistance to help communities with regulatory compliance and engage in utility best practices, including rate studies.

Presented by the Water/Wastewater Committee, endorsed by the Community Development Committee

Acknowledgements

Thank you to all that participated in the policy committee process.

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ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



BUSINESS USE OF RIGHT-OF-WAY PERMIT APPLICATION

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

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

ISSUE STATEMENT AND SUMMARY

The City is looking for ways to assist local businesses by helping to provide economic relief from the effects of COVID-19 on our community. One of the ways the City is proposing to provide assistance is by making space available inside designated parking areas located in public right-of-way for businesses to more effectively provide social distancing measures for their customers.

For example, restaurant owners limited by the number of people who can eat in their restaurant could utilize a temporary "Business Use of Right-of-Way Permit Application" to place tables and chairs as seating options in a parking space located in front of their restaurant in order to serve additional customers while still maintaining appropriate social distancing requirements.

BACKGROUND

A. Council Action History.

The effect of COVID-19 on our local economy has recently been discussed by City Council. The City recently provided \$20,000 from the Economic Development fund to augment state money to provide financial relief for Roseburg businesses. The Coos, Curry, Douglas (CCD) Business Development Corporation is helping to administer this grant money to qualifying businesses.

On June 8th, Council adopted Resolution 2020-10 directing staff to work with CCD and move forward with applying for a Community Development Block Grant, which if awarded would also provide financial relief to qualifying businesses.

This new proposal to utilize public right-of-way is another tool that the City may offer to assist local businesses.

B. Analysis.

The idea of utilizing a designated parking space in the public right-of-way to help provide additional options for business to serve more customers while still maintaining social distancing requirements is not unique to Roseburg. Since the COVID-19 pandemic has

spread across the country, cities both big and small have adopted similar types of programs. This is occurring throughout the state of Oregon also. The Business Use of Right-of-Way Permit Program and Application packet that is attached to this memo was derived from the program the City of Corvallis is currently using. The mechanism in which a City may offer the use of public right-of-way is done through a right-of-way permit. In the City of Roseburg, right-of-way permits are issued by the Public Works Department.

Parameters around how the right-of-way is to be used, the number of designated parking spaces that can be requested, furniture or display rack placement and barricades to be used to separate the space from the rest of the roadway are all outlined within the packet.

As part of the application one must submit a scaled site plan, including the parking spaces to be used, location and types of barricades proposed for delineating the location, and the location and type of furniture and fixtures that would be placed in the right-of-way. In addition, one must confirm that neighboring businesses on either side of the subject business have been notified of the application, and a temporary right-of-way use permit agreement must be signed by the business owner.

No fee is associated with the permit, and the review process is designed to provide a quick turnaround in order for the business owner to start utilizing the space.

Financial/Resource Considerations.

There are no direct financial impacts to the City concerning this proposal. Staff time will be utilized when reviewing each application. A "hold harmless" section within the Temporary Right-of-Way Use Permit Agreement must be signed by the business owner. This section of the agreement will help to protect and hold the City harmless against any claim for injury, loss or liability.

C. Timing Considerations.

Council approval at this meeting allows the application to become effective immediately. Permits issued under this program would be valid from the date of issuance until October 30, 2020.

COUNCIL OPTIONS

1. Make a motion to approve the proposed Business Use of Right-of-Way Permit Program and Application.
2. Direct staff to amend the proposed Business Use of Right-of-way Permit Program and Application.
3. Make a motion to deny the proposed Business Use of Right-of-Way Permit Program and Application.

STAFF RECOMMENDATION

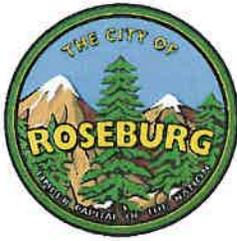
Staff recommends Council approve the proposed Business Use of Right-of-Way Permit Program and Application.

SUGGESTED MOTION

"I move to approve the proposed Business Use of Right-of-Way Permit Program and Application."

ATTACHMENTS:

Attachment #1 - Business Use of Right-of-Way Permit Program & Application Packet



BUSINESS USE OF RIGHT-OF-WAY PERMIT PROGRAM & APPLICATION

To All Applicants:

This program to permit business use of right-of-way (ROW) has been established in response to the COVID-19 crisis. This program provides the opportunity for restaurants and retail businesses to use the public parking spaces adjacent to structures in which they are located for the purpose of providing outdoor seating, queuing or shopping areas. Such use shall be in conformance with this program and all applicable provisions of the City of Roseburg Municipal Code. An approved permit from the Public Works Department is required prior to business use of parking spaces located in the City right-of-way. This program is intended to apply to City-managed on-street parking in the right-of-way. This program is not intended to apply to State Highways. Permits under this program are valid from the date of issuance until October 30, 2020. Additional forms and information regarding this program may be accessed by calling the Public Works Department at (541) 492-6730.

Section 1. Overview of Requirements for Business Use of Right-of-Way

1. Locations and Use

- Restaurants and retail businesses may request to use parking spaces along the frontage of their existing business location; not including ADA spaces. The requested space(s) must be wholly or partially in front of said business (adjacent property owner consent required for spaces not wholly in front of business).
- Right-of-way used under this permit may be used for restaurant or retail use in support of the permittee's existing business.
- Permits issued under this program may not conflict with existing permits held by other parties to use the proposed section of right-of-way.

2. General Use Requirements

- The right-of-way and all things placed thereon shall at all times be maintained in a clean, safe, and orderly condition. Table umbrellas may be used and shall be placed and adequately weighted in compliance with all applicable local rules and to ensure that they remain safely in place. Tents and canopies are not permitted to be used in the right-of-way.
- Permittee is responsible for delineating the perimeter of the permitted section of right-of-way used for business use with a barricade that is at least three (3) feet tall. The barricade may be made of wood, metal, planter pots, rope, or other similar materials. All access into the space shall be taken from the sidewalk and not the travel lane. The barricade shall be placed at the edge of the permitted area and shall not project into or otherwise inhibit an adjoining travel lane.
- Barricades may be left outside overnight.
- Fixtures and furniture reviewed during the application process may be left outside overnight. The City will not be responsible for losses resulting from theft or damage. If furniture is left outside overnight it shall be secured to ensure it will not blow or fall into the travel lane.
- This permit does not authorize the placement of furniture or fixtures on the public sidewalk. Additionally, the business operations servicing the outdoor business shall not queue personnel or stage materials within the sidewalk area (Roseburg Municipal Code section 12.04.050 currently allows for outdoor seating for up to 12 people for property located in the Central Business District. This seating can occur along the sidewalk as long as a minimum of 5 feet clear distance free of all obstructions is maintained, in order to allow adequate pedestrian movement).
- ADA access to existing businesses and sidewalk areas shall be maintained and shall not be impacted by use of the right-of-way under this program.
- Trash containers must be provided in the outdoor business area and shall be emptied at the end of each day.
- No signs shall be attached to any furniture or any other structure related to the operation of the restaurant or retail use except as required by these or other use regulations.
- Sandwich board signs shall be located outside of required sidewalk access areas; see RMC 12.08.020 for additional information.
- Permittee is responsible for ensuring that the public right-of-way (ROW) is returned to its original condition prior to the permitted activity. The Applicant shall not chalk, paint, embed or affix structures or objects into the ROW, or otherwise mark the surface of bike paths, streets or sidewalk.
- There must be a six (6) foot wide unobstructed pathway from the driving lane to all fire hydrants and Fire Department Connections for fire sprinklers or standpipes on buildings.
- The permittee shall comply with all requirements listed in the signed agreement prepared by the City of Roseburg; a copy of which is provided in Section 3 of this packet. Permittee shall comply with any site-specific conditions required by City staff during permit review. Specific conditions may be required to ensure safety at a particular location and may vary by location.

3. Alcohol

The following requirements apply to restaurants requesting to serve alcohol in the right-of-way:

- Restaurants must hold a valid liquor license and shall provide the City a signed copy of the license issued to them by the Oregon Liquor Control Commission (OLCC).
- Permittee shall comply with all applicable OLCC requirements. Only alcohol sold by the business may be consumed within the area subject to this permit.
- Storage of containers commonly used for dispensing alcoholic beverages to customers including but not limited to bottles, pitchers, and carafes must be kept inside the business unless an employee is stationed in the outside area at all times. No taps, kegs, coolers or other alcoholic beverage storage devices are allowed outside on the sidewalk or right-of-way.
- The permit area is required to be supervised by employees of the license business, as required by the Oregon Liquor Control Commission liquor license.
- All service and consumption of alcoholic beverages in the permit area will discontinue by the time required under the State of Oregon's phased reopening, but no later than 11:00 PM on Sunday through Thursday and 1:00 AM on Saturday and Sunday.
- The permittee must also provide food service in the permit area. The permittee shall designate one access/exit point for the exterior service area and this point shall be located near a business entrance; and the permittee shall post signage at the access/exit point and enclosed area prohibiting the removal of alcoholic beverages from the licensed sidewalk café area.

4. Liability

The permittee shall sign a statement, prepared by the City, affirming that they shall hold harmless the City, its officers and employees, and shall indemnify the City, its officers and employees for any claims for damages to property or injury to persons which may occur in connection with an activity carried on under the terms of the permit.

5. Application and Notification

The business must submit a completed application form, signed by the business owner, and provide all requested information required in the application.

Prior to submitting an application, the business must notify neighboring businesses on both sides of their location that an application will be submitted to use parking spaces for business use under this program. The purpose of this notification is to inform, but not require the approval of, neighboring businesses.

6. Fees

There are no application fees under this program.

7. Agreement

Upon preliminary permit approval, the applicant must sign an agreement that specifies the requirements of the permit. A copy of the agreement is provided under Section 3. City staff will prepare the final agreement for signature by both the City and business owner.

8. Permitting Process

City staff will review all permits as quickly as possible. Review times may take longer if an application is incomplete, the location has complicating factors, or if the City receives a high volume of applications.

Please submit a completed application packet to the Public Works Department at pwd@cityofroseburg.org. If you have questions, please contact the Public Works Department at (541) 492-6730.

9. Program Review

This program will be reviewed after the first two weeks of operation, and periodically thereafter. The program may be changed as needed in order to ensure that it provides needed space for restaurant and retail businesses in a manner that is safe and harmonious with neighborhood uses. Unless the City notifies the permittee that this permit is cancelled, this permit will be valid for the duration of this program.

10. Complaints

Complaints concerning this program may be directed to the Community Development Department by emailing cdd@cityofroseburg.org or by calling (541) 492-6750.



Section 2. Business Use of Right-of-Way Permit Application

Site & Applicant Information

Application is hereby made for a revocable permit to operate a business in the City of Roseburg right-of-way in accordance with provisions of this program and the City of Roseburg Municipal Code.

Business Name: _____ Phone: _____

Business Address: _____

Applicant Name (print) : _____ Email: _____

Business Owner Name (print) : _____ Email: _____

I acknowledge that if approved, the use of the right-of-way shall be subject to the program requirements listed in Section 1 of this application packet and all requirements of the Roseburg Municipal Code. If approved, a Temporary Right-of-Way Use Agreement will be prepared by the City, and must be signed prior to use of the right-of-way. The Agreement may contain site-specific use requirements intended to ensure public safety at a particular location.

I shall hold the City of Roseburg, its officers, agents, and employees free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including appeals therefrom, which may result from granting the permit.

Applicant Signature: _____ Date: _____

Business Owner Signature: _____ Date: _____

STAFF USE ONLY

City Signature: _____ Date: _____

Application Submittal Date: _____

approved denied

Application Requirements Checklist

A complete application must include all of the following:

Completed Application Form

Scaled site plan Plans shall include the following information:

- Parking spaces proposed for restaurant or retail use
- ADA clearances into and throughout business area;
- Location and type of barricades proposed for delineating the business location
- Location and type of furniture and fixtures that would be placed in the right-of-way

Will alcohol be served?

Yes **No**

If yes, Current copy of Oregon Liquor Control Commission (OLCC) License is required.

Neighboring businesses on both sides of the business have been notified of this application.

Name of Neighboring Business 1: _____

Date notified: _____

Name of Neighboring Business 2: _____

Date notified: _____

Please submit a completed application packet to the Public Works Department at pwd@cityofroseburg.org. If you have questions, please contact the Public Works Department at (541) 492-6730.

Section 3. Temporary Right-of-Way Use Permit Agreement

City staff will prepare a final copy of this agreement, with blank fields populated if a permit can be issued. This agreement does not need to be signed at the time of permit application.

THIS AGREEMENT is entered into this _____ of _____, 2020, by and between the CITY OF ROSEBURG, an Oregon municipal corporation, hereinafter referred to as "City", and (_____ *business name*) hereinafter referred to as "Permittee", the promises of each being given in consideration of the promises of the other.

WHEREAS, the City of Roseburg has declared a State of Emergency due to the COVID-19 Crisis. This emergency has created a demand by some businesses to use public right-of-way in order to safely serve their customers, and

WHEREAS, Permittee desires to occupy the public right-of-way for the purpose of operating a restaurant or retail business.

NOW, THEREFORE, the parties agree as follows:

1. Term. This temporary permit shall be in effect from the date of last signature through October 31, 2020.
2. Right-of-Way Use. City hereby grants to Permittee a non-assignable right to occupy the following described right-of-way, subject to all of the terms and conditions of this Permit and all applicable requirements of the Roseburg Municipal Code, as currently enacted or as subsequently modified, for the purpose of operating a restaurant or retail business at the following location: (_____ *business address*) and manner as shown on the attached site plan, Exhibit A, which by this reference is incorporated into and made a part of this permit and reference in this document as "permit area."
3. Use Regulations.
 - a. The permit is specifically limited to the area described in paragraph 2 above.
 - b. The right-of-way and all things placed thereon shall at all times be maintained in a clean, safe, and orderly condition. Table umbrellas may be used and shall be placed and adequately weighted in compliance with all applicable local rules and to ensure that they remain safely in place. Tents and canopies are not permitted to be used in the right-of-way. Only those things authorized by the permit and shown on the site plan may be stored in the public right-of-way when the restaurant or retail use is not in operation. The operation of a restaurant or retail business requires that trash containers be provided on site.
 - c. No signs shall be attached to any furniture or any other structure related to the operation of the restaurant or retail use except as required by these or other use regulations.

- d. If the Permittee serves alcohol in the permit area, then the following are requirements of this permit:
 - i. Permittee shall hold a valid Oregon Liquor Control Commission (OLCC) liquor license and comply with all applicable OLCC requirements if alcohol is served to restaurant patrons. Only alcohol sold by the business may be consumed within the area subject to this permit.
 - ii. Storage of containers commonly used for dispensing alcoholic beverages to customers including but not limited to bottles, pitchers, and carafes must be kept inside the business unless an employee is stationed in the outside area at all times. No taps, kegs, coolers or other alcoholic beverage storage devices are allowed outside on the sidewalk or right-of-way.
 - iii. The permit area is required to be supervised by employees of the license business, as required by the Oregon Liquor Control Commission liquor license.
 - iv. All service and consumption of alcoholic beverages in the restaurant area will discontinue by the time required under the State of Oregon's phased reopening, but no later than 11:00 PM on Sunday through Thursday and 1:00 AM on Saturday and Sunday.
 - v. The Permittee must also provide food service in the permit area. The Permittee shall designate one access/exit point for the exterior service area and this point shall be located near a business entrance; and the Permittee shall post signage at the access/exit point and enclosed area prohibiting the removal of alcoholic beverages from the licensed area.
 - e. Permittee shall not use private parking spaces.
 - f. If parking is to be restricted, "No Parking" signs need to be placed 48 hours in advance of the event.
 - g. Permittee shall not block access to existing public utilities (manholes, fire hydrants, mail boxes, etc.).
 - h. Permittee shall protect the existing structures and other improvements. Damage to any of existing structures shall be repaired and replaced by the Applicant at the Applicant's expense.
 - i. Permittee is responsible for insuring that the public right-of-way (ROW) is returned to its condition prior to the permitted activity. The Applicant shall not chalk, paint, embed or affix structures or objects into the ROW, or otherwise mark the surface of bike paths, streets or sidewalk.
4. Applicable Laws. Permittee agrees to comply with all applicable local, state and federal laws, rules and regulations related to the operation of their restaurant or retail use.
 5. Assignability. This permit is for the exclusive benefit of the parties hereto. It shall not be assigned, transferred, or pledged by either party without the prior, written consent of the other party.

DEPARTMENT ITEMS C
ATTACHMENT #1

- 6. Temporary Suspension by City. City shall have the right to temporarily suspend this permit if the public interest requires use of the right-of-way for a public event, construction, repair or any other purpose.

- 7. Hold Harmless. Permittee shall indemnify, protect, defend, and hold the City, its officers, agents and employees, harmless against any claim for injury or damage and all loss, liability, cost, or expense, including court costs and attorney's fees, growing out of or resulting directly or indirectly from a right-of-way use permit issued by the City of Roseburg during the term of this agreement except that resulting solely from the negligence of the City.

- 8. Non-discrimination. The parties agree not to discriminate on the basis of race, religion, color, sex, marital status, family status, national origin, age, mental or physical disability, sexual orientation or source of income in the performance of this agreement.

- 9. Termination.
 - a. The City may terminate or modify all restaurant or retail use of the public right-of-way authorized under this permit at any time at its sole discretion. Permittee shall not obtain any property right in the continued private commercial use of the public sidewalk.
 - b. The City may deny, revoke, or suspend the permit upon finding that any provision of this agreement or condition of approval will be or has been violated.

IN WITNESS WHEREOF, the City and Permittee have herewith executed their signatures.

CITY OF ROSEBURG, OREGON

PERMITTEE

By: _____
City Representative

By: _____
Business Owner

Date: _____

Date: _____

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER ACTIVITY REPORT

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

Agenda Section: Informational
Staff Contact: Nikki Messenger, City Manager
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your July 27, 2020, meeting, the following items are included:

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



Agenda
Department Head Meeting
PSC Umpqua Conference Room
July 14, 2020 - 10:00 a.m.

1. Review July 13, 2020 City Council Meeting Synopsis
2. Review July 20, 2020 City Council Work Study Meeting Agenda
3. Review July 27, 2020 City Council Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents and/or Grants to review and/or sign
 - a. Loudspeaker Permit – July 19th
 - b. Loudspeaker Permit – July 17th
 - c. Grant Checklist – Whipple Foundation Grant
6. Department Items

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 20, 2020 - 10:00 a.m.

1. Review July 27, 2020 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents and/or Grants to review and/or sign
 - a. Loudspeaker Permit – July 26th
4. Department Items
 - a. Wellness Garden Share Program begins July 22

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

August 3, 2020

Work Study Session – 6:00 p.m. electronically via Zoom

Discussion Item

1. Council Goal #6 – Explore Strategies to Address Issues Related to Unhoused Individuals within the Community
 - A. Local Agency presentations

August 10, 2020

Consent Agenda

- A. Minutes of July 27, 2020

Public Hearing

- A. Supplemental Budget – CARES Funds

Department Items

- A. Air Compressor Fill Station Purchase Authorization

Informational

- A. City Manager Activity Report

August 24, 2020

Consent Agenda

- A. Minutes of August 10, 2020

Resolutions

- A. ODOT Safe Routes to School Grant Application Approval

Department Items

- A. Washington Avenue Bore Crossing Design Contract Approval
- B. Water Treatment Plant Standby Power Design Contract Approval
- C. 2020 Cast in Place Pipe (CIPP) Storm Rehabilitation Bid Award Recommendation
- D. America's Water Infrastructure Act (AWIA) Risk Assessment Contract Approval

Informational

- A. City Manager Activity Report

September 14, 2020

Consent Agenda

- A. Minutes of August 24, 2020

Department Items

- A. Stewart Park Pavilion Improvements Bid Award Recommendation

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

Department Items

- A. 24-Inch Transmission Main Hooker Road to Isabell Design Contract Approval

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

Department Items

- A. 2020 Oregon Public Library Statistical Report

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

June 14, 2021

- Consent Agenda
- A. Minutes of May 24, 2021
- Informational
- A. City Manager Activity Report

June 21, 2021

- Consent Agenda
- A. Minutes of June 14, 2021
- Informational
- A. City Manager Activity Report
-

Friday Message July 10, 2020

- Thank you to the Hometown 4th of July for putting on an inspirational fireworks show and thank you to the Fire Department for their quick and professional response to suppress the flames sparked by the fireworks.
- On Tuesday, the Police Chief and I attended a meeting hosted by the District Attorney to discuss House Bills 4201 and 4205 (related to police reforms) recently passed by the legislature. The meeting was well attended by city managers/administrators and police chiefs and included some lively discussions.
- Thursday morning we received notification from the League of Oregon Cities that the State is funding the Coronavirus Relief Fund (basically sharing the CARES Act federal funding with cities and counties). Roseburg is eligible to receive up to \$731,662 in **reimbursement** to cover costs that -
 1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
 3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

This funding was not included in our current budget, so staff will work on the necessary steps to budget and appropriate these funds. More to come on this exciting development.

- On Thursday afternoon and Friday morning, I “attended” the Oregon City County Managers Association summer conference (virtually). Topics ranged from COVID response to how to increase diversity, equity, and inclusion.
- The Public Works Commission met on Thursday and made recommendations on three items that will be forwarded to Council at your July 27 meeting.
- On Friday morning, I received a letter via email from the Oregon Department of Administrative Services (DAS). The news was not good. The closure of bars and restaurants has significantly affected lottery revenue and state policy requires a 4:1 revenue to debt service coverage ratio in order to issue Lottery Revenue Bonds. The current projected lottery revenue does not meet this requirement as it relates to the projects approved by House Bill 5030. At this time, the state is indicating it will not be issuing lottery bonds in the spring of 2021 and the grant previously committed to the Southern Oregon Workforce Development Center (Med Ed), and all other projects funded via HB 5030, will not be available.

The Umpqua Valley Development Corporation is meeting virtually on Tuesday, and this will be the focus of that meeting. My expectation is that we will continue to move forward with the Oregon Solutions process and be even better prepared when the legislature revisits funding. More to come on this as I get more information.

- I will attend the virtual City Council meeting on Monday evening and then be out of the office on vacation the rest of the week. *I will attend the virtual UVDC meeting on Tuesday.* Amy Sowa and John VanWinkle will be available if you need anything.
- In case you missed it, there was a lovely letter to the editor this week about Library Director Kris Wiley. I have included it below:

Letter: Roseburg scored big with hire of Kris Wiley | Opinion | nrtoday.com

Jul 7, 2020

Roseburg scored big with hire of Kris Wiley

Wow. We are so lucky and grateful to have Kris Wiley as our librarian here in Roseburg!

Now that the library is open again to patrons, I have to say that having kept the library going during the first months of the pandemic by offering curbside pickup was genius. I have friends from California to Connecticut who were not able to access their libraries, who kept telling me how lucky we were here.

I told them we had a wonderful librarian who took a library that had been shuttered due to lack of funds and turned it into an exciting community resource for people of all ages. Thank you, Kris, and thank you whoever you are, who had the smarts to hire her!

Condy Bologna
Roseburg

- Even though the official Graffiti Event has been cancelled this year, there is an unofficial event of sorts happening throughout the County being promoted via social media. While we don't anticipate any issues, the Police Department will be staffed appropriately and prepared to respond if needed. The "organizers" have been encouraging people to be responsible, wear face coverings and use proper social distancing. In addition, Seven Feathers is hosting a show 'n shine at the casino on Sunday morning from 9:00 a.m. to 1:00 p.m.



- The 3rd Annual Lavender Festival & Farm Tour is happening this weekend. Details can be found here:

<https://growingmiracleslavendergarden.com/lavender-festival>



Photo from their website

- Meetings next week:
 - City Council – via Zoom – Monday, July 13 @ 7 p.m.
 - Economic Development – Tuesday, July 14 @ 3:30 p.m.
 - Roseburg Public Library Ford Room
 - Historic Resource Review – Wednesday, July 15 @ 3:30 p.m.
 - Roseburg Public Library Ford Room

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MUNICIPAL COURT QUARTERLY REPORT

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

Agenda Section: Department Reports
Staff Contact: Jason Mahan
Contact Telephone Number: 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 the period from April 1, through June 30, 2020.

FINANCIAL AND RESOURCE CONSIDERATIONS:

<u>COURT CASE TOTALS</u>	1ST QTR	2ND QTR	3RD QTR	4TH QTR	YTD TOTAL	PRIOR YEAR
CRIMES	466	423	387	514	1,790	1,643
TRAFFIC CRIMES	62	47	47	43	199	189
TRAFFIC VIOLATIONS	887	759	750	486	2,882	3,182
NON-TRAFFIC VIOLATIONS	96	126	87	159	468	377
TOTAL	1,511	1,355	1,271	1,202	5,339	5,391

After the fourth quarter of the 2019-20 fiscal year, total cases were down .96% from the prior year. By category, crimes, traffic crimes and non-traffic violations increased by 8.9%, 5.2%, 24.1%, while traffic violations decreased by 9.42%, respectively.

<u>COURT REVENUES</u>	BUDGET	1ST	2ND	3RD	4TH	YTD	PRIOR
	2019-20	QTR	QTR	QTR	QTR	TOTAL	YTD
		2020	2020	2020	2020		TOTAL
FINES	\$ 406,000	\$ 103,141	\$ 86,649	\$ 82,002	\$ 86,720	\$ 358,512	\$ 441,848
COURT COSTS	15,000	3,379	6,444	3,237	2,704	15,764	13,794
CRT APPT ATTORNEY	5,500	2,728	1,342	1,926	1,850	7,846	8,175
TOTAL	\$ 426,500	\$ 109,248	\$ 94,435	\$ 87,165	\$ 91,274	\$ 382,122	\$ 463,817

After the fourth quarter of the 2019-20 fiscal year, total court revenues were down 17.61% from the prior year. Fines and collections revenue decreased by 18.8%, court costs revenues increased by 14.2% and court appointed attorney revenues decreased by 4.02%.

On a budgetary basis, revenues are 89.59% of budget after the fourth quarter of the fiscal year.

Assessing collection compliance over the past year, from July 1, 2019, through June 30, 2020, the total of fines imposed was \$1,657,889 and actual dollars collected on those cases was \$537,783 for a compliance rate of 32%. During the same time period for the year prior, fines imposed was \$2,317,134 and actual collections was \$669,508 resulting in a compliance rate of 29%.

COUNCIL OPTIONS

No action is requested

STAFF RECOMMENDATION

n/a

SUGGESTED MOTION

n/a

ATTACHMENTS

n/a

CLOSING REMARKS

As discussed in the previous court report, our court saw a significant decrease in cases during the coronavirus shutdown. Since May 2020, the Roseburg Municipal Court has been back to handling our normal case load. In the past few months, it appears that the number of individuals with significant mental health issues in our court has increased... The types of criminal offenses that these individuals often commit are Disorderly Conduct, Criminal Trespass, Resisting Arrest, and Theft. It is now common for me and

staff to walk over to the Douglas County Jail to arraign defendants because of safety issues with transporting that person to court. These individuals are not given conditional releases as they are not safe to release and often these defendants are provided some mental health treatment to help them stabilize. However, upon release, many of these defendants deteriorate which results in the defendant being arrested again. I have referred individuals to compliance court when it seems appropriate. Unfortunately, most individuals referred to compliance court have not followed through with mental health treatment with many individuals never appearing. There have been some individuals who have been compliant for at least a period, but even these individuals have stopped attending compliance court.

The Court is also seeing an increase in the number of defendants who are failing to appear in Roseburg Municipal Court. Eventually the defendants who fail to appear usually get arrested at a later date and are held in custody pending resolution of the case. I would assume that jail costs are increasing given the number of failures to appear and the number of defendants with mental health issues.

The Oregon Supreme Court continues to have an Order in place that prevents the Roseburg Municipal Court in having out of custody jury trials. The current Order states that only in custody criminal jury trials can occur due to concerns over the coronavirus spread. That Order affects cases through July, 2020 and as of the date of this letter I have received no information addressing whether that Order will continue through August, 2020.

If you have any questions regarding the Roseburg Municipal Court, please contact me. If you would like me to attend the next City Council meeting, please let me know.

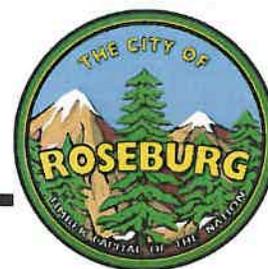
Sincerely,

Jason Mahan
Roseburg Municipal Court Judge

City of Roseburg, Oregon

Quarterly Financial Report

4th Quarter, Fiscal-Year 2019-2020



June 2020

The *Quarterly Financial Report* summarizes the City of Roseburg's financial position for the General Fund, major operating funds, proprietary funds, and Urban Renewal funds through the 4th quarter of fiscal year 2019-2020.

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

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

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

This financial report includes the quarter ending June 2019 for comparison purposes.

OVERVIEW:

- \$7.9 million General Fund balance.
- 15.4% Douglas County unemployment rate.
- 1.3% state investment pool interest rate.
- 1.2% Year-over-Year CPI-U West Region for June, 2020.
- Award 2020 Pavement Management Slurry Seals to Pave Northwest, Inc. for \$90,259.
- Award 2020 Pavement Management Overlays to Knife River Materials for \$921,727.
- Authorize task order with Century West Engineering for construction management on pavement overlay project for an amount not to exceed \$63,993.
- Authorize \$50,000 to Adapt for startup funding for the Sobering Center.

GENERAL FUND

General Fund	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 25,905,080	\$24,680,591	95%	\$22,406,314
Expenditures	26,428,503	23,947,125	91%	22,818,753
Balance-July 1	6,874,988	7,263,904	106%	7,297,699
Balance YTD	\$ 6,351,565	\$ 7,997,370		\$ 6,885,260

GENERAL FUND REVENUE

General Fund Revenue	Budget	YTD Actual	%	Prior Year Actual
Property Taxes	\$17,089,000	\$ 16,257,667	95%	\$14,110,054
Other Taxes	155,000	258,467	167%	187,589
Licenses, Permits, Fees	3,260,800	2,805,760	86%	2,781,624
Charges for Services	4,075,280	4,013,516	98%	3,999,902
Intergovernmental	1,070,000	1,093,852	102%	984,997
Interest	200,000	188,338	94%	223,457
Miscellaneous	55,000	62,991	115%	118,691
Total Revenues	\$25,905,080	\$ 24,680,591	95%	\$22,406,314

Property Taxes — The majority of property tax revenue is collected in November and December. At the end of June, 95% of the 17 million budgeted has been collected. Several actions taken by the County Assessor's office this past year caused a significant number of properties to become Real Market Driven which reduced the total taxes imposed; consequently, the City is projecting an approximate short-fall in property tax revenues of \$700,000 or 4% of budget.

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

Other Taxes – Includes all other City imposed taxes. Currently, only the City's 3% marijuana tax is reported here.

Licenses, Permits, and Fees—Includes utility franchise fees, planning fees, park fees, and various other fees. At the end of the quarter, 86% of the \$3 million budgeted annual revenue from licenses, permits and fees has been collected.

Charges for Services—Besides interdepartmental charges, charges for services includes: fines, service area fees, fire suppression and prevention fees,

administrative and lien search fees. Year to date court fines total \$347,169, service area fees total \$322,888 and interdepartmental charges total \$3,210,280.

Intergovernmental Revenues are primarily state collected taxes allocated to cities on a per capita basis and include revenue sharing, tobacco, marijuana and liquor. 102% of the \$1,070,000 budgeted for intergovernmental revenue has been collected during the current fiscal year.

Interest Revenue—Interest revenue of \$188,338 is \$35,119 less than the same period a year ago. The average portfolio rate is 1.3%.

GENERAL FUND EXPENDITURES

The following tables detail expenditures by department and major categories. Current year General Fund expenditures of \$23,947,125 represent 91% of budgeted annual expenditures.

Year to date expenditures are \$1,128,372 more than the same period a year ago. The General Fund ending fund balance is \$7,997,370.

By Organizational Unit	Budget	YTD Actual	%	Prior Year Actual
City Manager	\$ 1,256,600	\$ 1,061,443	84%	\$ 1,052,606
Finance & Mgmt	1,502,208	1,333,823	89%	1,317,936
Community Develop	844,073	756,817	90%	722,830
Library	452,026	416,779	92%	281,774
Public Works	3,778,406	3,077,244	81%	3,333,268
Parks & Recreation	1,854,153	1,686,394	91%	1,565,829
Municipal Court	515,551	498,700	97%	489,284
Police	7,807,772	7,016,686	90%	6,609,449
Fire	7,515,744	7,201,280	96%	6,508,720
Capital & Other	901,970	897,959	100%	937,057
Total	\$26,428,503	\$23,947,125	91%	22,818,753

By Major Category	Budget	YTD Actual	%	Prior Year Actual
Personnel Services	\$ 21,011,009	\$ 19,286,993	92%	\$18,018,843
Materials & Service	4,515,524	3,762,173	83%	3,862,853
Capital & Other	901,970	897,959	100%	937,057
Total	\$ 26,428,503	\$ 23,947,125	91%	\$22,818,753

MAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

URBAN RENEWAL GENERAL FUND

Urban Renewal - General	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 231,000	\$ 320,699	139%	\$ 4,074,289
Expenditures:				
Operations	-	-	0%	717,947
Transfers	679,837	647,488	95%	3,500,000
Balance-July 1	449,837	443,638	99%	560,884
Balance YTD	\$ 1,000	\$ 116,849		\$ 417,226

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

CAPITAL PROJECTS FUNDS

EQUIPMENT REPLACEMENT FUND

Equipment	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 712,000	\$ 758,938	107%	\$ 703,434
Expenditures:				
Operations	314,900	34,638	11%	-
Capital	763,000	463,266	61%	320,848
Balance-July 1	1,452,522	1,413,727	97%	1,073,820
Balance YTD	\$ 1,086,622	\$ 1,674,761		\$ 1,456,406

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

Year to date purchase include \$66,037 for two police vehicles, \$153,140 for three patrol vehicles, \$22,318 for fire vehicle, \$47,134 for parks turf sprayer, \$11,855 for parks zero turn mower, \$129,096 for two parks mowers and \$33,686 for fire staff vehicle.

FACILITIES REPLACEMENT FUND

Facilities	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 374,710	\$ 435,740	116%	\$2,708,610
Expenditures:				
Operations	35,097	23,335	66%	88,528
Capital	461,099	410,158	89%	2,881,946
Balance-July 1	178,958	232,640	130%	449,438
Balance YTD	\$ 57,472	\$ 234,887		\$ 187,574

The Facilities Replacement Fund ending fund balance at June 30, 2020 is \$234,887.

TRANSPORTATION FUND

Transportation	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 2,902,658	\$ 2,599,649	90%	\$ 2,209,565
Expenditures:				
Operations	1,301,729	1,287,047	99%	1,101,484
Capital	2,250,000	1,601,241	71%	1,008,152
Transfers	10,000	10,000	100%	10,000
Balance-July 1	2,704,937	2,604,248	96%	2,407,561
Balance YTD	\$ 2,045,866	\$ 2,305,609		\$ 2,497,490

Transportation Fund revenues are from state gas taxes, transportation SDC's, federal STP funds and franchise fees. Beginning in 2011, 15% of utility franchise fees are directed to the Transportation Fund for the City's pavement management program. \$539,300 is budgeted in the current year for franchise fee revenue.

Capital Expenditures of \$6,798 is attributed to the Stewart Park realignment project, \$314,196 to the All Roads Transportation grant, \$907,637 for Pavement Management, \$92,086 for the Douglas Avenue Roadway Improvement, \$10,748 for 2019 Aerial Orthophotos, \$12,978 for the Poplar Paving Improvements, \$206,081 for the Winchester & Lincoln Pavement Improvement, \$2,802 for the Signal Interconnect Assessment, \$8,191 for the Cartograph OMS Integration, \$20,344 for pavement overlay, and \$19,380 for the Stewart Parkway End Panel Repair.

URBAN RENEWAL CAPITAL FUND

Urban Renewal - Capital	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 842,837	\$ 733,462	87%	\$ 3,541,505
Expenditures:				
Operation	335,866	265,149	79%	455,121
Capital	1,352,079	920,354	68%	3,403,143
Balance-July 1	1,005,108	606,679	60%	1,125,990
Balance YTD	\$ 160,000	\$ 154,638		\$ 809,231

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

Capital expenditures totaling \$920,354 include \$97,236 for the Signal Interconnect Assessment, \$317,536 for the Downtown Street Lighting Improvement, \$465,894 for the Stewart Parkway

Pavement Rehab, \$12,666 for the All Roads Transportation, and \$27,022 for the ADA Improvements

ENTERPRISE FUNDS

STORM DRAINAGE FUND

Storm Drain	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 2,439,000	\$ 2,424,263	99%	\$ 2,351,652
Expenditures:				
Operations	857,136	806,175	94%	738,188
Capital	1,620,000	1,108,940	68%	307,144
Balance-July 1	3,343,588	3,413,053	102%	2,096,844
Balance YTD	\$ 3,305,452	\$ 3,922,201		\$ 3,403,164

The Storm Drain Fund accounts for the revenues and operations of the storm drainage system. Year to date user charges of \$2,298,064 are the principal source of revenues.

Year to date Storm Drain Fund capital expenditures include \$28,413 for the Stewart Parkway Wetland Mitigation Plan, \$10,748 for the 2019 Aerial Orthophotos, \$5,000 GIS Migration Plan, \$8,191 for the Cartegraph OMS Integration, \$958,086 for the 2019 Storm CIPP, \$34,648 for the Vine Meadow storm improvement, \$51,544 for equipment purchase, and \$12,310 for Litesys reader message sign.

WATER SERVICE FUND

Water	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 7,308,150	\$ 6,897,799	94%	\$ 7,109,896
Expenditures:				
Operations	4,477,713	4,039,676	90%	3,887,521
Capital	4,927,500	1,914,071	39%	1,387,562
Balance-July 1	8,129,515	9,402,974	116%	7,315,969
Balance YTD	\$ 6,032,452	\$10,347,026		\$ 9,150,782

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

Year to date Water Fund revenues of \$6,897,799 are primarily from charges for services. Revenues are \$212,097 less than the prior year.

The ending fund balance at June 30 is \$10,347,026.

OFF STREET PARKING FUND

Off Street Parking	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 48,700	\$ 30,842	63%	\$ 71,843
Expenditures:				
Operations	58,732	34,132	58%	66,921
Balance-July 1	46,907	43,223	92%	38,343
Balance YTD	\$ 36,875	\$ 39,933		\$ 43,265

Previously, Off Street Parking revenues came from parking fines, meters, and parking rental fees in City owned lots, however, beginning July 1, 2016 services are rendered under contract. Parking enforcement was suspended by the contractor in April and the contract was terminated by mutual consent effective March 31, 2020.

The ending fund balance at June 30 was \$39,933.

AIRPORT FUND

Airport	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 1,300,200	\$ 933,715	72%	\$ 554,461
Expenditures:				
Operations	223,662	196,686	88%	181,412
Capital	1,010,000	760,774	75%	187,473
Debt Service	113,080	113,034	100%	110,797
Balance-July 1	403,998	598,190	148%	413,509
Balance YTD	\$ 357,456	\$ 461,411		\$ 488,288

Current year Airport revenues include user charges of \$403,152 and grants of \$511,759.

INTERNAL SERVICE FUND

WORKERS' COMPENSATION FUND

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

Worker's Comp.	Budget	YTD Actual	%	Prior Year Actual
Revenues	\$ 364,000	\$ 380,723	105%	\$ 417,220
Expenditures:				
Operations	417,726	206,088	49%	293,258
Balance-July 1	702,529	736,621	105%	613,051
Balance YTD	\$ 648,803	\$ 911,256		\$ 737,013

An employee safety committee oversees safety and wellness programs for employees. The goal is to promote wellness and reduce work related accidents and injuries. An actuarial review is completed every two years to ensure the program maintains reasonable reserves and funding levels.

ECONOMIC OUTLOOK

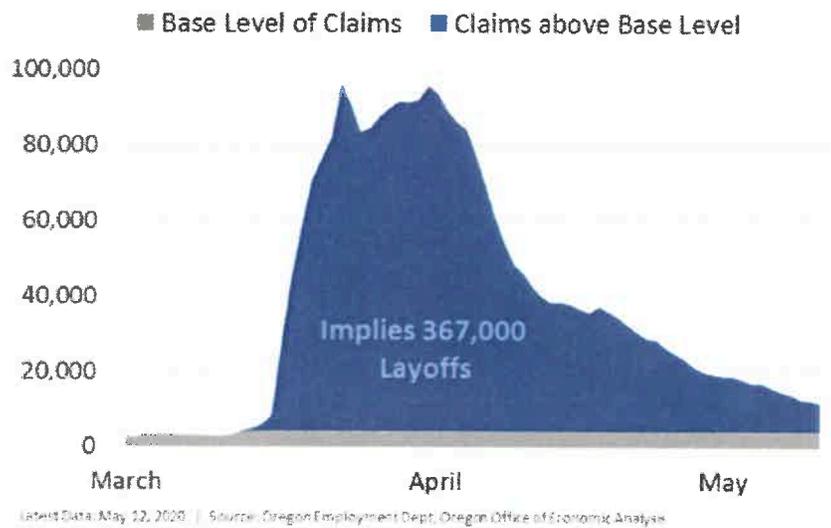
After a few months into the COVID-19 induced recession a clearer impact on the economy is emerging; however, the future recovery is unclear. What follows are extrapolations from DAS’s Office of Economic Analysis’ June Forecast and data from Oregon’s Employment Department.

“While this recession is extremely severe – the deepest on record in Oregon with data going back to 1939 – it is expected to be shorter in duration than the Great Recession. The economy should return to health by mid-decade. The reasons for the faster recovery include the fact that there were no major macroeconomic issues or imbalances prior to the virus, much of the initial severity of the recession is due to suppressed economic activity, and the federal policy response, however imperfect, has been swifter and more targeted than in recent cycles. Combined, these factors should help limit the amount of permanent damage done to the economy during the shutdown phase. Should the number of firms that close, or the number of workers displaced remain relatively limited, or rather the amount of time they spend as such be limited, then the overall economic recovery timeline should be shorter than last decade.”

“Traditional economic data lags actual activity by weeks or even months. As our office [Office of Economic Analysis] developed this forecast the only real data available were the staggering number of initial claims for unemployment insurance filed in recent weeks. To date these claims indicate that job loss in Oregon is approximately 370,000, equal to nearly 19% of all jobs in the state.”

“Yesterday, the April employment report was released for Oregon. As expected it was catastrophic. The preliminary estimates indicate the state lost 267,000 jobs in March and April (-14%) and the headline unemployment rate increased to a record 14.2 percent.”

Oregon Initial Claims, 7 Day Sum



Broad Contours of the Economic Outlook

“Oregon is in a severe recession today, the deepest on record with data going back to 1939. Recovery will take years. However, the expected course into and out of this recession is unlike any in recent memory.”

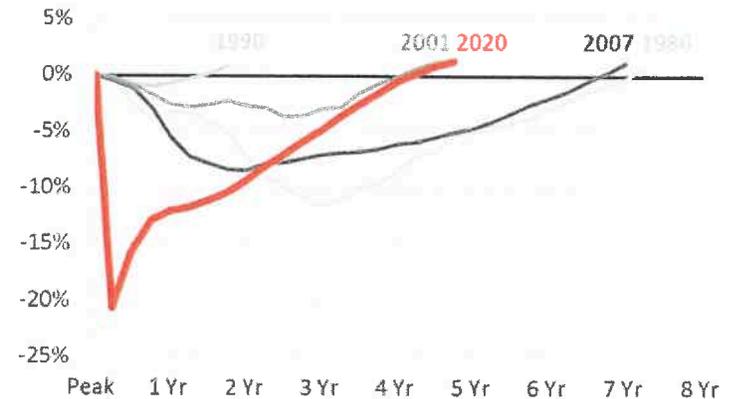
“The swiftness with which the economy went from being strong to being in recession does not look like any other business cycle. The path looks more like what happens to economic activity during a labor strike, or in the aftermath of a natural disaster.”

“However, when a strike ends or the rebuilding phase begins following a disaster, economic activity quickly returns to previous levels. Unfortunately that will not occur this time for the simple reason that the virus is not fully under control.”

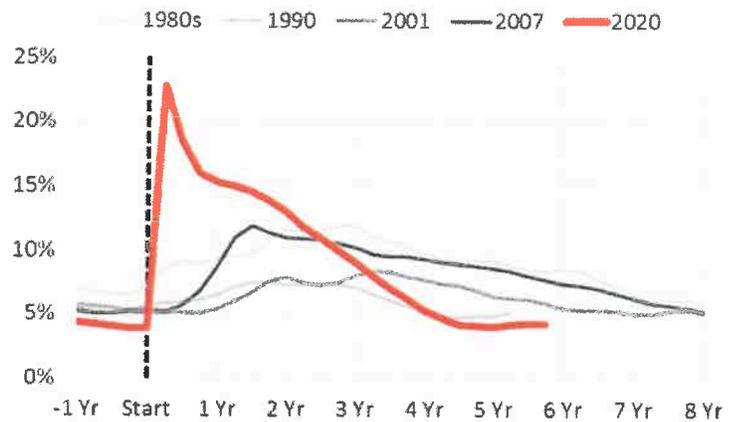
“That said, the forecast calls for strong growth later this year as firms hire back some employees to meet the increase in demand that follows the lifting of social distancing restrictions. While this initial snapback in economic activity should be sizable – more than one-third of the initial losses – it will take the economy from near-depression level readings to something resembling the depths of the early 1980s or the Great Recession here in Oregon. The unemployment rate will remain in record territory.”

Oregon Recession Comparisons

Employment Change from Pre-Recession Peak



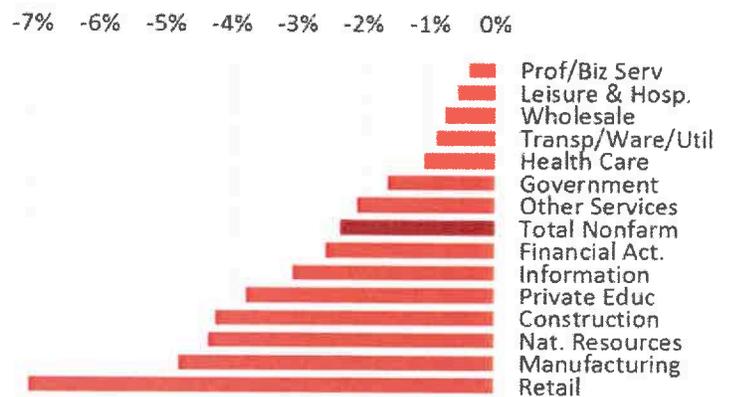
Unemployment Rate



Source: Oregon Employment Department, Oregon Office of Economic Analysis

Structural Changes

Oregon Employment in 2027 in June 2020 Forecast Compared to March 2020 Forecast



Source: Oregon Office of Economic Analysis

Structural Changes

“Over the long run, the economy is likely to see some structural changes as it always does during recessions. Comparing our office’s [Office of Economic Analysis] current forecast with our previous one indicates that most of these structural changes are centered around trends in the goods-producing industries and retail.”

“A key issue among goods producers is turning off the lights is relatively easy, but turning them back on is not as simple as flipping the switch. Goods production relies more on complex, international supply chains that when broken, are not easy to put back together again. Even a relatively short disruption as expected today is likely to leave lasting scars for many of these industries.”

“Natural resources (mainly logging in Oregon), wood product manufacturing, and residential construction are all about current demand for housing. There are noticeable declines today due to job loss, fewer people migrating, buying or renting. However, these industries are expected to rebound in a couple of quarters as the overall economy improves. Increased demand will be due to both larger migration flows, but also stronger household formation rates among current residents as their incomes and confidence return. Prior to the virus, Oregon had finally started to see the share of young adults living at home decline, as the kids moved out of the basement and lived on their own to a greater degree.”

“Nonresidential construction on the other hand is likely to take longer to come back than residential. A key issue here will be the increase in vacancies in offices, warehouses, industrial parks, and the like as firms close due to the shutdown and recession. Additionally, with lower levels of travel overall, other nonresidential projects like hotels will be few and far between in the next few years. For nonresidential construction to pencil out financially, these vacancies will need to begin being filled before new projects can begin.”

“Similar to the goods producers, traditional retail is likely to see an increase in closure due to the shutdowns and lower levels of employment moving forward. Our office’s long-run trajectory for the industry is lowered noticeably, even despite the initial snapback expected later this year as customers return to the showroom floor.”

“Sectors expected to see noticeable but not as severe or persistent damage include education, and other services.”

“The outlook for education, whether public or private, is somewhat of a mixed bag at best. The good news for the industry is demand increases for higher education in recession. However long-term demographics for the school-age population are relatively flat. As such enrollments and tuition revenues rely increasingly on out-of-state and foreign students. With the potential for online education in the school year ahead due to the virus, students are likely unwilling to pay full tuition for this service, and restrictions – both formal policies and informal rhetoric – on international immigration are likely to hurt enrollments this fall and possibly beyond.”

“Other services are likely to see some gyms, nail salons, and the like to close during the recession. Additionally service and membership organizations are seeing less charitable contributions, hurting their financial viability.”

“On the more positive end, our office [Office of Economic Analysis], expects relatively little permanent damage or structural changes to wholesale, transportation excluding business travel and conventions, warehousing, and utilities. These industries are expected to rebound strongly in the quarters ahead and the ongoing rise of e-commerce sales will drive longer-run strength.”

“The two biggest service sector industries – professional and business, and leisure and hospitality – are expected to drive statewide employment growth in the years ahead and to see minimal persistent damage.”

“Professional and business services are feeling more of the secondary impacts of the virus and shutdowns in other sectors as they act as consultants, and provide needed financial, legal, and administrative support to the rest of the economy. Most of these jobs represent, on average, higher wage and growth sectors of the economy, plus they are more amenable to working from home and are thus more resilient to the disruptions as well.”

“While leisure and hospitality is experiencing the deepest declines to date, there is likely to be hardly any long-run structural changes. Households are going out to eat and are traveling less in 2020, and will do so in 2021 as well. However once public health increases and consumer confidence returns, households are expected to take vacations and gather with friends for food and drinks as much as they used to. Prior to the virus, U.S. households were spending as much money on going out to eat as they were on groceries. This multi-decade, long-run societal trend is unlikely to permanently reverse.”

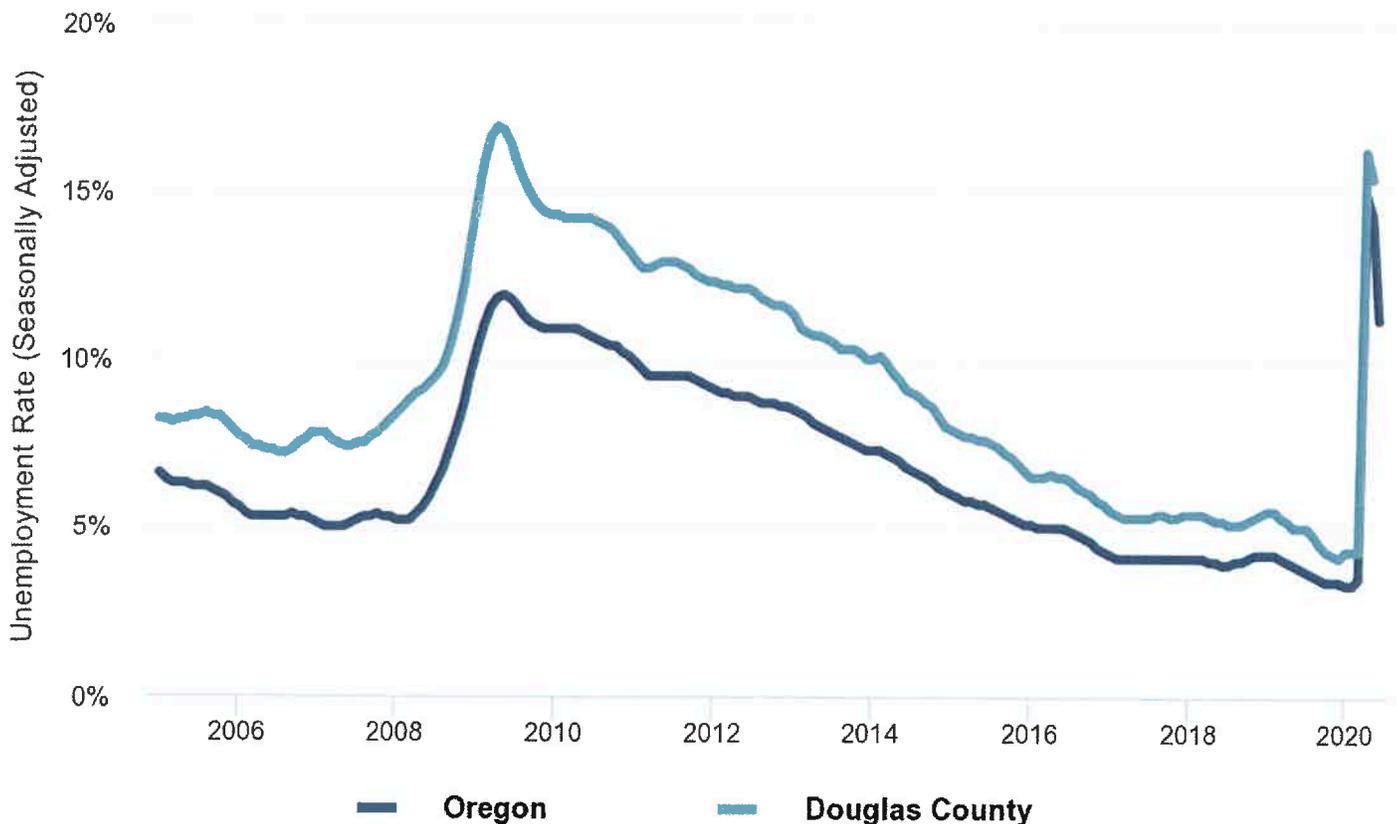
Douglas County

The State of Oregon Employment Department reported that “Douglas County’s *not seasonally adjusted* unemployment rate decreased from a near record high rate for April of 16.5 percent to 14.7 percent in May. The record May rate was 16.2 percent in 2009. The Oregon not seasonally adjusted May rate was 13.8 percent and the U.S. rate was 13.0 percent”

“Douglas County’s payroll employers added 660 jobs in May following a loss of 4,360 in April. The largest private-sector gains in Douglas County were in leisure and hospitality (460), other services (250), and construction (110). Manufacturing dropped 130 jobs.”

“Government lost 60 jobs from losses in local education (-110) and tribal (-40) that were countered by gains in federal government (60), noneducation local government (20), and state government (10).”

Unemployment Rate



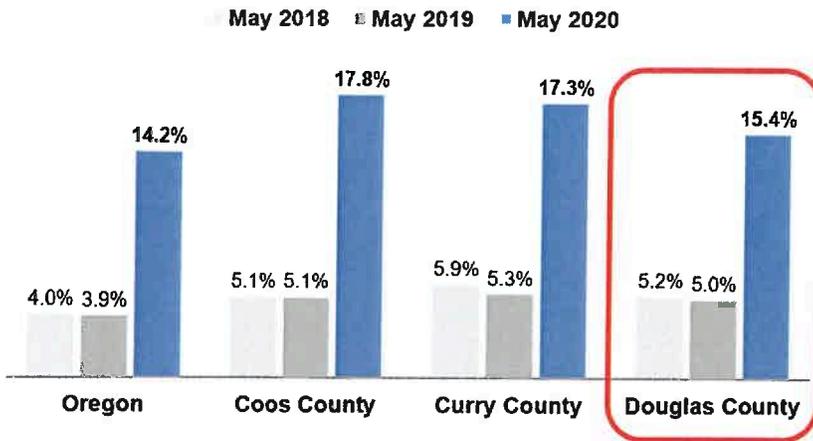
Source: Oregon Employment Department QualityInfo.org

Year-over-year

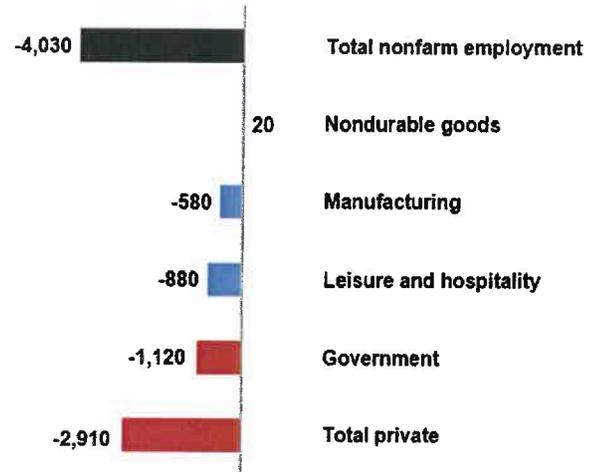
Local and State Unemployment Rates

Seasonally adjusted

Source: Oregon Employment Department, LAUS



Douglas County Net Job Growth

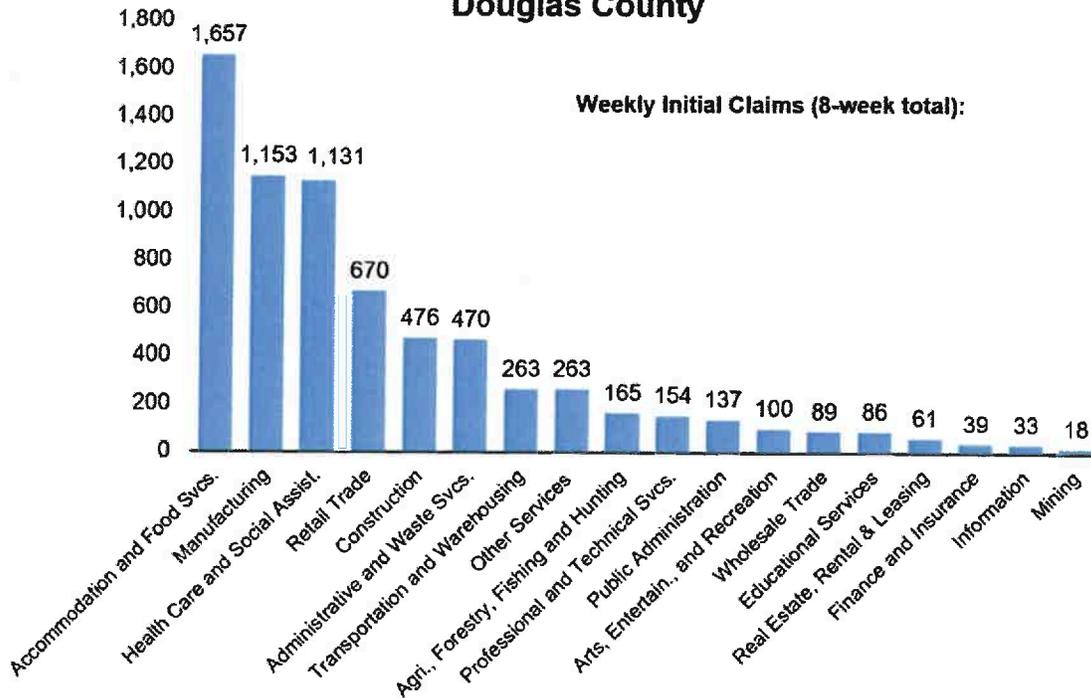


Unemployment Insurance Claims

“For the eight weeks ending May 9, 6,993 claims were processed for Douglas County residents, a little over 2 percent of the statewide total of processed claims.”

“Three industries make up 56 percent of the processed claims in Douglas County. As would be expected, accommodation and food services has the most processed claims over the eight-week period with 1,657, or 24 percent. Restaurants and bars had an early and almost complete shutdown.”

Total Weekly Initial Claims for Unemployment Insurance Eight Week Total Ending 5/9/2020 Douglas County



Source: Oregon Employment Department

“Manufacturing was second at 1,153 claims, or 17 percent. Media reports show that some manufacturing cannot practice social distancing and still others are curtailing operations because of a drop in demand.”

“The third highest industry is health care and social assistance with 1,131 claims, or 16 percent of the total. Dental offices and nonessential health care have been impacted.”

A FINAL NOTE

This quarterly report has been prepared to summarize and review the City’s operations and financial position for the fourth quarter of the 2019-20 fiscal year as of the month ending June 30, 2020, provide management with a financial planning tool, and monitor compliance with budget policy and Oregon budget law.

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

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