

ROSEBURG CITY COUNCIL AGENDA – AUGUST 24, 2020



Electronic Meeting

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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, August 24, 2020.

7:00 p.m. Regular Meeting

1. **Call to Order – Mayor Larry Rich**
2. **Pledge of Allegiance**
3. **Roll Call**

Beverly Cole	Sheila Cox	Bob Cotterell	Alison Eggers
Linda Fisher-Fowler	Ashley Hicks	Brian Prawitz	Andrea Zielinski
4. **Mayor Reports**
5. **Commission Reports/Council Ward Reports**
 - A. Airport Commission Resignation – Chris Berquist
6. **Special Presentation**
 - A. Southern Oregon Medical Workforce Center Update
7. **Audience Participation – Email Submittals/See Information on the Reverse**
8. **Consent Agenda**
 - A. Minutes of August 10, 2020 Meeting
 - B. Minutes of August 17, 2020 Work Study Meeting
9. **Department Items**
 - A. Extension of Declaration of Emergency in the City of Roseburg
 - B. ODOT Safe Routes to School Program - Grant Application
 - C. Washington Avenue Bore Crossing, Project 20WA05 Consulting Services Contract Recommendation
 - D. Standby Power Generation, Project 20WA03 Consulting Service Contract Recommendation
 - E. 2020 Storm CIPP Project Bid Award Recommendation – 20PW19
 - F. America’s Water Infrastructure Act Risk and Resilience Assessment Study
 - G. Umpqua United Soccer Club Fir Grove Soccer Complex Proposal
10. **Items from Mayor, City Council and City Manager**
11. **Adjourn**
12. **Executive Session ORS 192.660(2)(h) – Potential Litigation**

Informational

- A. City Manager Activity Report

AUDIENCE PARTICIPATION INFORMATION

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

Persons providing comments via email to the Council must include their name and address for the record, including whether or not they are a resident of the City of Roseburg. The Council reserves the right to delay any action requested until they are fully informed on the matter.

CITIZEN PARTICIPATION

Anyone wishing to provide comments may do so by emailing the City Recorder at info@cityofroseburg.org by 4:00 p.m. Monday, August 24, 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

AIRPORT COMMISSION RESIGNATION

Meeting Date: August 24, 2020
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Airport Commission Member Chris Berquist has resigned his position on the Commission.

BACKGROUND

A. Council Action History.

n/a.

B. Analysis.

Mr. Berquist informed Staff of his resignation effective August 14, 2020. An appointee to this position must reside in the City. Upon Council's acceptance of the resignation, Staff will begin soliciting from interested parties through the local news media, social media and City's website.

C. Financial/Resource Considerations.

n/a.

D. Timing Considerations.

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

STAFF RECOMMENDATION

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

SUGGESTED MOTION

"I MOVE TO ACCEPT CHRIS BERQUIST'S RESIGNATION FROM THE AIRPORT COMMISSION, WITH REGRETS."

ATTACHMENTS:

Attachment #1 – Subject Resignation

Subject: Resignation Airport Commission

Airport Commission Administrator,

I have relocated out of the Roseburg area and will need to resign from the Roseburg Airport Commission.

Sincerely,
Chris S. Berquist

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
August 10, 2020**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:02 p.m. on August 10, 2020 electronically via Zoom in Roseburg, Oregon. Councilor Cox led the Pledge of Allegiance.

ROLL CALL

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

Absent: None

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Jim Forrester, Community Development Director Stuart Cowie, Fire Chief Gary Garrisi 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.

MAYOR REPORTS

Mayor Rich shared statistics regarding the number of Council Meeting views through Facebook Live for the three most recent meetings: July 20, 2020 Work Study Meeting reached 7,133 people with 3,200 consistent views of the meeting, July 27, 2020 Council Meeting reached 2,454 people with 1,000 consistent views of the meeting, and August 3, 2020 Work Study Meeting reached 2,591 people with 1,100 consistent views of the meeting. Mayor Rich was happy the meetings reached a large number of people and thought the statistics were impressive.

Mayor Rich said it was important to have public input when continuing discussions about the unhoused. At a future meeting he would like to hear from City Staff, the public and then have Council discuss their reflections from hearing the agency presentations and provide their top three items they would like to accomplish with the unhoused situation. He suggested creating a list from the ideas shared to determine the top three from the Council.

COMMISSION REPORTS/COUNCIL WARD REPORTS

No commission meetings or ward reports were presented.

AUDIENCE PARTICIPATION

No items were submitted prior to the Council Meeting.

CONSENT AGENDA

Councilor Cotterell moved to approve the following consent agenda items:

- A. Minutes of July 27, 2020 Special Meeting Minutes
- B. Minutes of July 27, 2020 Meeting Minutes
- C. Minutes of August 3, 2020 Work Study Minutes

D. OLCC New Outlet – Rio Nightclub/Lotus House at 1969 SE Stephens Street

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

PURCHASE OF A BREATHING AIR COMPRESSOR

Mr. Garrisi reported the breathing air compressor was used to recharge the department's self-contained breathing apparatus (SCBA) air tanks. The air compressor being replaced was a 2001 Bauer Unicus II with a two cascade bottle storage capacity. Industry standard for the useful life of a breathing air compressor was fifteen years, and the current compressor was in need of a costly repair. Staff proposed replacement of the compressor with a new Arctic Air Breathing Compressor that had a six cascade storage capacity that would greatly increase bottle fill capacity. Staff proposed to utilize an interstate cooperative procurement established by Public Safety Group Purchasing Organization (PS/GPO) and enter into an agreement with Cascade Fire Equipment Company (CFE Co.) for the purchase of an Arctic Air Breathing Compressor. CFE Co. qualified as a supplier through PS/GPO, having gone through a competitive process which allows other agencies across the nation to access the contract. Public notice of the City's proposal to enter into a contract through an interstate cooperative procurement was published on July 28, 2020, with the seven-day comment period that ended August 4, 2020. No comments were received.

Councilor Cotterell moved to approve the purchase of a new breathing air compressor from Cascade Fire Equipment Company in the amount not to exceed \$53,220.00 utilizing the interstate cooperative purchasing agreement through NPPGov. The motion was seconded by Councilor Cox and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

CORONAVIRUS RELIEF FUND REIMBURSEMENT GRANT

Ms. Messenger explained the State of Oregon received approximately \$1.65 billion in federal CARES Act funding. Cities and counties with populations over 500,000 received a direct allocation of funding. Cities and counties under 500,000 were eligible to receive reimbursement of COVID related expenses up to a maximum amount based on the state's formula. The City of Roseburg was eligible to receive up to \$771,520.24.

The CARES Act provided that payments from the Fund could only be used to cover costs that:

1. were 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.

The City incurred expenses related to the purchase of cleaning supplies and personal protective equipment that were eligible for reimbursement. Other anticipated expenses included changes at the library and other city owned facilities to protect the staff and public. One example may be the costs associated with installing new wiring at the library that will allow the computer desks to be separated to provide appropriate distancing. The funding could not

be used as revenue replacement for the City. In other words, the City could not use the funding to pay property taxes or city utility bills for individuals or businesses.

There were a variety of options for which the funding could be used. Categories included medical expenses, public health expenses, payroll expenses for employees dedicated to COVID response, expenses to facilitate compliance with public health measures, and economic support through grants. Staff anticipated that a majority of the funding would be distributed within the community for economic support and recovery planning. Some examples of economic support were to provide funds for food security, rental assistance to prevent evictions, and grants to businesses negatively impacted by the pandemic. Staff anticipated partnering with other local agencies that currently provided these types of assistance to get advice and to get the funding into the hands of the people that need it most. Staff would bring a supplemental budget for Council's consideration to a future meeting and would include additional detail to appropriate the funding and authorized expenditures. In order to be eligible for reimbursement, the funds had to be expended by the end of the calendar year. The state had indicated they expected each eligible recipient to have a plan in place by mid-October or the state may request that any underutilized funds be reallocated back to the state to ensure full utilization of the funds allocated to Oregon

In response to Mayor Rich, Ms. Messenger confirmed the City previously received close to \$75,000 for reimbursement thus far for expenses incurred due to the COVID-19 pandemic. Some of the costs were from park restrooms closing and placing portable toilets and hand washing stations out for use. The Finance Department had done a good job tracking expenditures eligible for reimbursement. In response to Councilor Hicks, Ms. Messenger explained funds would only be provided to the City as reimbursement. If the City does not have a plan in place by mid-October, the state may reallocate any underutilized funds back to the State. Ms. Messenger responded to Mayor Rich that monthly reports would be needed to help with items in real time. An example could be an employee out sick with the virus and submitting a workers compensation claim. Other ideas for the funds were to help businesses and work with partners in the City for the best utilization of the money.

Councilor Cotterell wanted to know if the funds would help cover the cost of hiring someone to cover a position lost from the COVID-19 virus. Ms. Messenger explained the hiring process was lengthy and would most likely not be eligible. In response to Councilor Hicks, Ms. Messenger confirmed money could be spent for emergency housing if it was COVID-19 related.

GOAL #6 – POTENTIAL MUNICIPAL CODE AMENDMENTS

Ms. Messenger discussed that Council had held multiple work-study sessions related to unhoused residents in Roseburg. Many of the suggested ideas were longer-term projects. If the Council decided to pursue any of these, it would take some time to develop. One of the areas that the City could affect change in the short term was by revising code language as it related to temporary shelters, car camping and other temporary situations. The current land use regulations did not address temporary shelters, but rather addressed homeless shelters in certain zones by conditional use permit only.

During the last short session, the legislature passed temporary rules suspending all land use and zoning codes related to shelters for a period of ninety days (beginning June 30, 2020). The temporary rules expire before winter weather sets in and staff sought consensus to begin

drafting proposed changes to the City's land use code section to better address temporary and/or weather related emergency shelters. The process to complete a code update was fairly lengthy. The city was required to send a notice of a proposed change to the Department of Land Conservation and Development at least 35 days prior to the item being presented to the Planning Commission. In order to have something for Council consideration prior to winter, staff would need to get started as soon as practical.

Mayor Rich said this topic was time sensitive and City Staff needed to begin the process to allow time before the weather changed. Councilors present agreed to have City Staff proceed with the process. Councilor Prawitz expressed concern that the topic seemed vague and did not want to accidentally approve something unless it was coming back for Council review. Ms. Messenger explained Staff would present a framework of ideas to Council. Any code changes or decisions would be brought to Council for further review and discussion before adoption.

Mayor Rich said he would be asking Council to provide three items they would like to see happen to help the unhoused situation, but wanted them to avoid using this topic as one of the items. Councilor Hicks wanted to be clear the proposal for overnight car parking would only be considered on private lots, churches or Salvation Army and not at City parks. Ms. Messenger said she did not want to reinvent the wheel, this was just going to be a framework discussion on the types of Municipal Code changes that could be made to allow processes to be more streamlined. There were many great examples from other cities that she had reviewed.

Councilor Cotterell moved to direct staff to begin the process of preparing draft Municipal Code language related to temporary shelters and other temporary housing for Council consideration. The motion was seconded by Councilor Fisher-Fowler and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

NEXT STEPS – GOAL #6 PUBLIC INPUT PROCEDURES

Ms. Sowa stated during the August 3, 2020 Council Work Study Session, Council expressed interest in hearing from the public before moving forward with any decisions on how best to address Goal #6 regarding the unhoused within the community. In looking at possible options, there are a number of things for the Council to consider. Some possible options include:

1. Conduct the meeting in person, allowing the public to provide comments to the Council in person, over the phone or via email by a deadline prior to the meeting. Logistically, this would be best accomplished in the Council Chambers with everyone in attendance wearing a face covering and rotating speakers in the room as needed to maintain social distancing and occupancy requirements. This venue has video capability already in place, as well as audio for those speaking.
2. Conduct the meeting via Zoom, allowing the public to contact the City by a deadline prior to the meeting and request to be 'invited' to participate via Zoom. Each speaker would be placed in the 'waiting room' until it was their turn to speak, similar to how Council conducted the Planning Commission interviews. Comments could also be provided via email submitted by a deadline prior to the meeting and read aloud during the meeting.

3. Another option could be a mix of the first two where some Councilors could meet in person while others would participate via Zoom. This option was a little more difficult logistically with the recording of the meeting while being online, but it was an option that could be created.

The idea of holding a meeting in a park or outdoor arena had been suggested. Logistical concerns with this type of public meeting would include adequate audio/visual equipment to allow the Council and the public to be heard, interruptions from others in the area, and capability to broadcast the meeting in that type of setting.

Mayor Rich explained they had looked at other locations such as the Roseburg Public Library or a school, but kept going back to the Council Chamber for audio visual access. City Staff could purchase face shields for Council to use during the meeting. Audience would enter the main door and exit out the emergency door to avoid cross traffic. Councilor Cotterell preferred a combination option and have Staff push notifications out to media to solicit public participation and comments. He wanted to see people in person because he felt he could learn more from personal contact versus seeing someone online through Zoom. Councilor Prawitz agreed that to proceed with a process he wanted to hear from the public. He would like every channel and opportunity opened for public to be able to respond and provide their opinions. Councilor Fisher-Fowler agreed meeting people face-to-face was most important and suggested opening the Public Safety Center as an optional overflow location to allow people to watch and speak via Zoom. Mayor Rich explained the Public Safety Center was discussed, but felt there would be an issue for the cross traffic in and out of the room.

Councilor Cox said the main meeting needed to be in the Council Chamber to be streamed on television and agreed that if a secondary location was needed to help those without audio visual capability, she would be in favor of that scenario and wanted as much public input as possible. Councilor Hicks noted the numbers were high from people watching on a digital platform compared to the low numbers from just the website. She personally had a difficult time hearing people when they spoke through a mask and would rather have the meetings through Zoom and provide public the opportunity to provide their comments via email. Until the COVID-19 pandemic was lifted and they were able to go back to normal meetings, she was not interested in holding a meeting in the Council Chamber full of people in masks. The public had been providing comments regarding the unhoused for years and those comments should also be considered. The Zoom digital platform worked and she did not want it changed.

Councilor Zielinski liked a combination idea and agreed accessibility was important because not all people had access to Zoom. She hoped fellow Councilors who did not feel comfortable for an in-person meeting would participate via Zoom. Councilor Eggers shared that in her recent absence she tried to keep informed about the unhoused discussions and agreed there would be a large part of the community that would not feel comfortable coming to a meeting in person, but more public input was needed before proceeding. Mayor Rich confirmed they could have a combination meeting, but felt it was best to split the meetings with the first meeting digital only and the second meeting being in person. Councilor Hicks said public comment was important for all meetings and did not like the idea of a combination meeting.

Discussion ensued regarding in-person or digital format meetings. Councilor Cotterell and Mayor Rich explained the combination type of meeting was meant to provide more inclusive

08/24/2020

options. Mayor Rich confirmed the next Work Study Meeting would be August 17, 2020 via Zoom. The meeting would be dedicated to public comment regarding the unhoused. The second Work Study Meeting would be August 31, 2020 in the Council Chamber to hear from City Staff, the public and if time allowed, hear ideas from each Councilor. Both meetings would begin at 6:00 p.m. and have a four minute time limit per person for audience participation.

ITEMS FROM MAYOR, CITY COUNCIL AND CITY MANAGER

Councilor Eggers thanked everyone for condolences and kind words during her time of grief. She was humbled by the outpouring from so many people. She had taken time to re-center herself and thanked everyone again for all the kind words. Mayor Rich wished Councilor Eggers the best and appreciated her return to Council.

ADJOURNMENT

The meeting adjourned at 7:58 p.m.



Koree Tate
Management Assistant

**MINUTES OF THE WORK STUDY SESSION MEETING
OF THE CITY COUNCIL
August 17, 2020**



Mayor Larry Rich called the Work Study Session Meeting of the Roseburg City Council to order at 6:00 p.m. on August 3, 2020 electronically via Zoom in Roseburg, Oregon.

ROLL CALL

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

Absent: None

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Jim Forrester 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-19 cases reported throughout the County and State, and as permitted by HB4212 adopted by State Legislature. Public could view the meeting on the City website, Facebook or Charter Cable Channel 191. This meeting was devoted to hear public feedback and ideas. There were two ways to participate for this meeting which included a Zoom link to be part of the meeting or via an email statement. Each speaker had four minutes to provide their comments and ideas to help solve the homeless issues.

PUBLIC PARTICIPATION VIA ZOOM

Ellen Porter, 317 W Riverside Drive, thanked Council for working on the homeless problem and taking it seriously. This issue could potentially get worse over the years. She felt there were a lot of options discussed for the long term, but between now and implementing bigger plans it would be nice to find short term solutions to mitigate some of the impacts. She had been behind the scenes helping camp cleanup efforts and was never one to be adversarial to campers. Recently, while just off the bike path, she and her husband were verbally accosted by a camper who threatened to beat them up. The man followed them as they continued up to the path and kept screaming and told them to get off the property. Ms. Porter felt like they were seeing a different attitude from the campers than in the past. They used to have encounters with illegal campers who had helped them clean up trash, but that was starting to feel like unique situations. This year she cleaned up a lot of human waste and filled two truckloads of garbage that she personally paid to dispose. She asked the City to work closely with the County to find a place where people could put tents to be closely monitored, easier to clean and not right along the riverbanks so it did less damage to community assets. She also wanted to see if the City could identify a way to help residents cover the cost of disposal for the waste as it could be costly.

Kenneth Dunham, Roseburg, explained he had lived here for about a month and a half and he and his family were houseless/homeless. He had experienced nothing but opposition since being in Roseburg while trying to find housing. His main issue was not being able to acquire assistance for his family. The local rental agencies need to be admonished when they chose to not rent to someone who is homeless. He experienced difficulty with both Pioneer Property Management and Centerpointe Property Management. He suggested some type of advocacy

between the homeless and rental agencies in Roseburg. He had started the process with Legal Aid to address this issue because he had no other option. He was told by Pioneer Property Management that without an address his family was unable to apply for a rental. Mr. Dunham said only one hotel was found that offered rental assistance, but none of the others offered help. He spent his life savings over the last month and a half staying at the Howard Johnson Inn. They knew their situation and treated them like the homeless by only allowing them the bare minimum. In the next three weeks, if they were not able to find a place to stay, they would be homeless and on the streets. The unfriendliness and unwillingness to help or have options was a repeated problem in the system. Two of his children have disabilities that he was trying to work around. When they first came to Roseburg they felt welcomed with open arms, but after a month and a half they felt like they were not wanted here in the area and by October 1 he would lose his housing choice voucher. His biggest concern here in Roseburg was the unwillingness of rental agencies to work with the homeless. He loves Roseburg, fell in love with the community, but felt there was not the same feeling towards him and his family.

PUBLIC PARTICIPATION VIA EMAIL SUBMITTALS

Michele Clark, Roseburg resident, shared her ideas to help solve the homelessness issue in Roseburg. First, create funding for nurses or a psychiatrist to help with mental health, substance abuse, and domestic violence calls. Next, have an advocate in the City and County to help people through the system to get insurance, medical care, assistance with inpatient care, housing, food, and job assistance so they can become a contributing member of society. She thought there should be housing specifically for the homeless. She suggested having someone meet with people who were on the verge of homelessness to help them find housing. She would like to see more surveys done to hear what was stopping the unhoused from finding a place to live. There needed to be more housing opportunities in Roseburg, more commercial land changed to residential for apartments, and shelters to help house people while they were in between places to live. She provided information for a website to review on how to achieve success for the chronically homeless.

Melinda Hawk shared she was currently unhoused and would pay to camp if there was an area to do so. She suggested turning parks into camps for paid camping with an onsite manager. She would be happy to volunteer for the position since she was currently living outside and was keeping her area clean, brought in a trash can, painted over the graffiti and considered adopting the park.

Lori Pedersen, Glide resident, shared a link to a KPIC article. She suggested speaking with the homeless to find out where they truly came from and how they arrived in Roseburg. If they were bussed, brought or told to go to Roseburg because they would be supported, then she thought they should be sent back from where they came. She suggested the video "Seattle is Dying" and to watch the last twenty minutes on how Rhode Island took care of their situation. Providing the homeless help with no expectations was causing the issues. The unhoused needed help, but when only given items without earning them, they end up not appreciating the area. She sees many of the homeless steal, litter, loiter, defecate everywhere and walk in traffic. If someone goes to jail then she suggested that person work off their violation by picking up trash they and others left. Ms. Pedersen said Roseburg was the hub of the area and she was not ok with the new "normal" of seeing people laying in the streets, loitering, or on drugs. The biggest issue in her opinion was that those not from the area needed to go back to their home.

Bonnie Bischke, 1009 Shadow Ranch Lane, said she had a great deal of experience with the homeless and once allowed someone to pitch a tent in her backyard for two weeks while looking for housing. It was unfair of Council to proceed with the issue when the previous meeting was interrupted and citizens were unable to hear very important information. She felt the City did not need a low barrier shelter, but rather differentiate between resting and camping. It was not fair to tell the homeless they must go to a particular campground or shelter or otherwise be arrested. For example, a Veteran may have experienced trauma and could be bothered by loud noises or not feel safe in a crowd. Ms. Bischke suggested incentivizing churches to utilize their facilities and parking lots to allow a controlled number of people to stay on the property.

Joyce Barker, 627 Shadow Ranch Lane, expressed concern about a low barrier encampment near her home on General Avenue and did not think one needed to be provided due to the many services available to help. If the homeless did not choose to make the sacrifice and participate in the available programs, then that was their choice.

Jeri Graham thanked Council for taking time to address the very real and heartbreaking problem of those without housing in the area. She worked in downtown for 37 years and observed and interacted with many of the homeless. She did not like a quote from Mr. Antis at the Rescue Mission who stated Roseburg did not have a problem with homelessness because the Mission had a lot of available beds. Many people had nowhere to go because they were banned for one reason or another. She liked the idea of Council choosing three different options of the ideas discussed and suggested offering low barrier options, coupled with mental health and substance abuse treatment; public restrooms and showers; and tiny homes and affordable housing.

Krystal Baughman said lawlessness, corruption and crime had no place in the City and must not be tolerated. A nonthreatening, stable environment was needed for the less fortunate with secure living conditions. There was no single answer and the process would require a multi-pronged effort to address the most urgent needs of this varied group. She did not have any confidence in a low barrier shelter and safety was an immediate concern. Many low barrier shelters did not provide a place for the safeguarding personal possessions while people were seeking gainful employment. She felt many of the homeless were not respectful of property and she had personally called the Douglas County Sheriff's Office numerous times for theft, vandalism and attacks to the elderly in Shadow Ranch. She wanted prevention, not a zone where they would be based near communities. Residents would be severely impacted if near a low barrier shelter and the City could see the outcome of an expanding homeless population in the area because it was more appealing. She would like resources used to have mental health availability for treatment to have a sound, practical and humane long-term goal in mind of aiding the homeless. Others would be better suited in tiny homes that could be dispersed throughout the community. There needed to be incentives for developers to build tiny homes such as a tax break for ten years and then convert them into for-profit housing. This program could be used County-wide to distribute the homeless across the city, thus avoiding degrading only certain areas.

Rise Briggs, 2378 Coos Bay Wagon Road, Roseburg, said first and foremost the City must address the problem of drug and alcohol abuse. If housing was to be implemented, people

needed to be drug and alcohol free or in a rehabilitation program to begin the recuperation process. There needed to be an area that was accessible and convenient for those getting assistance to recover and not be near schools or businesses. There were many open areas that could be used for temporary housing made from 3-D printed concrete, shipping containers, blocks or brick as those materials would be harder to destroy. A federal grant would most likely be needed for that type of development because it would need patrols, be drug free and be safe. This would not be viewed as a permanent lifestyle, but rather, a path to recovery and employment.

Brandy McJunkin, 1301 NW Jefferson Street, had grown up in Roseburg and seen it grow over the years, especially in the last 5-10 years. She knew many suffered the consequences of drug addiction, mental illness and some chose to be homeless because they did not want the responsibility of everyday living or have the know-how. One suggestion was to have tiny brick homes with a cot/bed, sink, burner and shower stall to help get someone off the streets and comfortable. Ms. McJunkin suggested a coin operated water service charging 25 cents to run water for five minutes for a shower or the sink and there could be a small laundry facility to wash clothing. Most employers did not want to hire the homeless because they had no address, no way to shower and no clean clothes. This tiny home option could help answer all those issues and help people get back on their feet.

Linda Barclay, 467 NE Emerald Drive, felt any housing options needed to come with responsibility and a rehabilitation option such as mental health treatment, medical treatment and job programs. People with warrants should not be provided housing, but rather be dealt with through the legal process. Addicts should go through rehabilitation and those who commit crimes should be prosecuted. It was absurd to tolerate crimes and have more compassion for those who commit crimes rather than the victims. Enabling the homeless with handing out food and items was not helping anyone, but made it easier to continue their lifestyle. An effective solution must be multifaceted like the problem.

William Smith, Winston, Oregon, suggested taking a proactive, rather than reactive approach. Salem spends over \$5 million annually on the homeless issue, but providing the minimum needed would save money in the long run. He asked Council to consider the following: 1) Have a place to be such as a warehouse, hangar or barracks with open flooring, lines or stalls and assigned spaces; 2) Some weather protection inside eliminating the offsite need for warming and cooling centers; 3) Management by a responsible firm with experienced personnel; 4) Security by police or private security to control and keep civic order and have holding rooms to process the unruly; and 5) Sanitary facilities for personal cleanup and laundry. He did not want to use taxpayer money for housing options that were given away. In the 1950's he was stationed in France and while walking along the sidewalks he noticed restrooms were available for all. He did not know if that should be expected of businesses to keep open and maintain. He felt like homelessness had always been here and always will be. He noticed the political way to solve the problem was to postpone it and leave it to others or their successors.

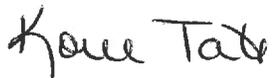
Ron Elliott, Shadow Ranch, said he retired to the Shadow Ranch Park because it was quiet, safe and secure. He did not want a homeless camp or shelter placed on General Avenue near his home.

COUNCIL DISCUSSION

Mayor Rich explained the next meeting to hear public comment would be August 31, 2020 in person in the Council Chamber. He asked Council to be prepared to provide their reflections and ideas for what they would like to propose regarding the unhoused. Councilor Hicks wanted to know if information from those who had come forward in the past at Council meetings could be pulled from minutes and re-shared with Council. Mayor Rich responded that at this point it was best to encourage people to come back to speak to Council in person.

ADJOURNMENT

Mayor Rich adjourned the meeting at 6:41 p.m.



Koree Tate
Management Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



EXTENSION OF DECLARATION OF EMERGENCY IN THE CITY OF ROSEBURG

Meeting Date: August 24, 2020
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

In response to the COVID-19 pandemic, Council adopted a resolution declaring a State of Emergency in the City of Roseburg to ensure the City is fully prepared for COVID-19 and that local authorities have the resources needed to respond to COVID-19.

BACKGROUND

A. Council Action History.

- March 23, 2020: Council adopted a resolution declaring a State of Emergency for the City of Roseburg, with an expiration date of May 12, 2020.
- May 11, 2020: Council approved an order extending the declaration of a State of Emergency for the City of Roseburg, with an expiration date of June 9, 2020.
- June 8, 2020: Council approved an order extending the declaration of a State of Emergency for the City of Roseburg, with an expiration date of July 6, 2020.
- July 13, 2020: Council adopted a new resolution declaring a State of Emergency for the City of Roseburg, with an expiration date of September 4, 2020.

B. Analysis.

The Governor has extended the State of Emergency for the State of Oregon for an additional 60 days to September 4, 2020 as the COVID-19 pandemic continues to pose a threat to the health and safety of Oregonians. As this threat also exists in the City of Roseburg, and executive orders are still in place that affect our citizens, it is likely the Governor will again extend the State of Emergency for the State. Based on that, an extension of the citywide declaration of emergency is warranted.

C. Financial/Resource Considerations.

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

D. Timing Considerations.

The effects of the pandemic are changing daily. Adopting the Order to extend the declaration of emergency in the City of Roseburg would continue to provide the City with the tools to respond quickly.

COUNCIL OPTIONS

1. Adopt the Order to extend the declaration of emergency in the City of Roseburg to match the State in the event the Governor extends the State of Emergency for the State of Oregon. If the Governor does not extend the State of Emergency for the State of Oregon, this Order will not take effect and Resolution No. 2020-14 will expire September 4, 2020.; or
2. Adopt the Order to extend the declaration of emergency in the City of Roseburg to expire December 31, 2020; or
3. Request more information from staff; or
4. Do nothing

STAFF RECOMMENDATION

Staff recommends Council adopt the attached Order extending the declaration of emergency to expire December 31, 2020.

SUGGESTED MOTION

“I move to Adopt Order No. 2020-03, Extending the Declaration of Emergency in the City of Roseburg with an expiration date of December 31, 2020 unless cancelled earlier by the Council.”

ATTACHMENTS:

Attachment #1 – Order No. 2020-03 with expiration to match State

Attachment #2 – Order No. 2020-03 with December 31, 2020 expiration

**ORDER NO. 2020-03 OF THE ROSEBURG CITY COUNCIL
EXTENDING RESOLUTION NO. 2020-14**

WHEREAS, Roseburg City Council adopted Resolution No. 2020-02 effective March 23, 2020 declaring a state of emergency for the entire City of Roseburg in response to the COVID-19 pandemic, with an expiration date of May 12, 2020; and

WHEREAS, Roseburg City Council adopted Order No. 2020-01 extending the state of emergency for the City of Roseburg effective May 12, 2020, expiring June 9, 2020; and

WHEREAS, Roseburg City Council adopted Order No. 2020-02 extending the state of emergency for the City of Roseburg effective June 9, 2020, expiring July 6, 2020; and

WHEREAS, Roseburg City Council adopted Resolution No. 2020-14 effective July 13, 2020 declaring a state of emergency for the entire City of Roseburg in response to the COVID-19 pandemic; and

WHEREAS, Resolution No. 2020-14 is scheduled to expire on September 4, 2020 unless sooner terminated or extended by Order of the Common Council; and

WHEREAS, COVID-19 continues to present a high potential threat to public health and safety, the duration of which is still unknown.

NOW THEREFORE, the Common Council of the City of Roseburg orders:

1. The declaration of emergency is still needed to address the City's ability to respond and recover from this emergency.
2. Resolution No. 2020-14 is hereby extended to match the State in the event the Governor extends the State of Emergency for the State of Oregon. If the Governor does not extend the State of Emergency for the State of Oregon, this Order will not take effect and Resolution No. 2020-14 will expire September 4, 2020.
3. This Order, once in effect, may be terminated or extended by Order of the Common Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 24TH DAY OF AUGUST, 2020.**

Amy L. Sowa, City Recorder

**ORDER NO. 2020-03 OF THE ROSEBURG CITY COUNCIL
EXTENDING RESOLUTION NO. 2020-14**

WHEREAS, Roseburg City Council adopted Resolution No. 2020-02 effective March 23, 2020 declaring a state of emergency for the entire City of Roseburg in response to the COVID-19 pandemic, with an expiration date of May 12, 2020; and

WHEREAS, Roseburg City Council adopted Order No. 2020-01 extending the state of emergency for the City of Roseburg effective May 12, 2020, expiring June 9, 2020; and

WHEREAS, Roseburg City Council adopted Order No. 2020-02 extending the state of emergency for the City of Roseburg effective June 9, 2020, expiring July 6, 2020; and

WHEREAS, Roseburg City Council adopted Resolution No. 2020-14 effective July 13, 2020 declaring a state of emergency for the entire City of Roseburg in response to the COVID-19 pandemic; and

WHEREAS, Resolution No. 2020-14 is scheduled to expire on September 4, 2020 unless sooner terminated or extended by Order of the Common Council; and

WHEREAS, COVID-19 continues to present a high potential threat to public health and safety, the duration of which is still unknown.

NOW THEREFORE, the Common Council of the City of Roseburg orders:

1. The declaration of emergency is still needed to address the City's ability to respond and recover from this emergency.
2. Resolution No. 2020-14 is hereby extended and will expire on December 31, 2020, unless sooner terminated or extended by Order of the Common Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 24TH DAY OF AUGUST, 2020.**

Amy L. Sowa, City Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



ODOT SAFE ROUTES TO SCHOOL PROGRAM – GRANT APPLICATION

Meeting Date: August 24, 2020

Department: Public Works

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Brice Perkins, PW Director

Contact Telephone Number: 541-492-6892

ISSUE STATEMENT AND SUMMARY

Staff seeks approval to apply for an ODOT Safe Routes to School Program grant for the Douglas Avenue Improvements Project. The issue for Council is whether to authorize the grant application.

BACKGROUND

A. Council Action History.

Council authorized staff to submit a Safe Routes to School grant application for the Douglas Avenue Street Improvement project at the September 24, 2018, meeting.

B. Analysis.

In 2017, the Oregon Legislature passed House Bill 2017, which included dedicated funding for a statewide Safe Routes to School (SRTS) program. For the current biennium, \$26 million has been programmed in the competitive infrastructure grant program. ODOT is currently accepting grant applications for infrastructure projects intended to reduce barriers for students walking and biking to schools.

Staff is proposing to submit an application for an improvement project on Douglas Avenue east of Deer Creek. Douglas Avenue is currently a narrow street with no shoulders on either side. Improvements may include curb, gutter, sidewalks, bike lanes, utility upgrades, and an enhanced crosswalk treatment near Eastwood Park. The intent would be to provide a safe pedestrian route to the multi-use path that runs along the east side of Eastwood Park to a pedestrian bridge that crosses Deer Creek and connects to the elementary school.

Douglas Avenue is identified as a critical route in the adopted Bicycle and Pedestrian Plan. Currently, students are bused from Douglas Avenue to Eastwood Elementary School. In the afternoon, what could be a five-minute walk becomes a 45-minute bus ride for children who live across the street from Eastwood Park.

In October of 2018, the City submitted an SRTS grant application to ODOT for the Douglas Avenue project but did not receive funding.

C. Financial/Resource Considerations.

The current SRTS grant application amount is approximately \$1,921,000. Not all construction elements are eligible for grant funding. For instance, improvements to the water distribution system would be funded by the Water Fund. As a result, the City's portion of the project could be \$650,000 to \$700,000. The adopted Five Year Capital Improvement Program includes funding in the Transportation and Sidewalk/Streetlight Funds to be utilized as grant match. This area and project have been included in the Diamond Lake Urban Renewal Plan.

D. Timing Considerations.

The grant application is due August 31, 2020. In order to meet this deadline, Council must take action at the August 24, 2020, meeting.

COUNCIL OPTIONS

- 1) Adopt the attached resolution authorizing staff to submit an application for an ODOT Safe Routes to School Program Grant; or
- 2) Do not adopt the resolution and direct staff to not apply for the grant.

STAFF RECOMMENDATION

The Public Works Commission discussed this grant application at their August 13, 2020, meeting and unanimously recommended the City Council authorize staff to submit the grant application. Staff concurs with this recommendation.

SUGGESTED MOTION

"I move to authorize submission of a grant application for the Safe Routes to School Program for improvements to Douglas Avenue."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



WASHINGTON AVE. BORE CROSSING, PROJECT 20WA05 CONSULTING SERVICES CONTRACT RECOMMENDATION

Meeting Date: August 24, 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

Staff has negotiated a scope and fee for design and construction management services for the Washington Avenue Bore Crossing project. The issue for the Council is whether to award a consulting services contract for this project.

BACKGROUND

A. Council Action History.

On October 28, 2019, Council awarded an engineering design contract for replacement of the Washington Avenue Bridge water main ends to Murraysmith.

B. Analysis.

The Washington Avenue Bridge was constructed in 1961 and is owned and maintained by the Oregon Department of Transportation (ODOT). In 1976, a 12-inch diameter welded steel water main was installed across the bridge. The water main is supported under the bridge deck, hanging and exposed at either end of the bridge. The portion of the water main that passes across the bridge extends through the inside of the bridge's concrete box girders. The pipe has experienced severe coating failure and corrosion requiring City staff to install multiple repair bands to repair leaks.

At the October 28, 2019, meeting, the City Council awarded an engineering design contract for Washington Avenue Water Main Bridge Ends to Murraysmith. Originally, the scope of work was to design replacement of the pipeline on the bridge in phases beginning with the exposed bridge ends and down drops on each end of the bridge. It was anticipated that the pipe passing through the center concrete box girder section of the bridge would be replaced at a future date in a separate phase. In January 2020, Murraysmith did a visual inspection of the pipe inside the bridge. Due to the amount of corrosion discovered, it was recommended that the City replace the entire pipe on the bridge at the same time. This would require additional engineering costs, and an amendment to the engineering contract with Murraysmith would be required.

Staff re-evaluated the project goal and determined it was in the best interest of the City to pursue a design to replace the pipeline using Horizontal Directional Drilling (HDD) to bore a new pipe alignment under the river and remove or abandon the existing pipeline supported on the bridge. On May 11, 2020, the engineering design contract with Murraysmith was terminated.

Staff notified the PW Commission at the May 14, 2020, meeting that the consulting services contract with Murraysmith was being terminated and that a Request for Qualifications (RFQ) was being issued for a design using HDD.

A Request for Qualifications was issued on May 28, 2020, and three Statements of Qualifications were received on June 18, 2020. The SOQ's were ranked by a review committee consisting of three Public Works staff members. The final rankings are as follows.

	Proposer	Average Score
1.	McMillen Jacobs Associates, Inc.	93
2.	SHN Consulting Engineers & Geologists, Inc.	85
3.	Centurywest Engineering	80

Staff's intent is to execute a contract to provide consulting services for analysis, design, bidding, and construction management services to replace the existing water main on the Washington Avenue Bridge with a new alignment crossing the South Umpqua River using horizontal directional drilling.

C. Financial/Resource Considerations.

Staff has negotiated a scope and fee for consulting services through design, bidding, and construction for an amount not to exceed \$278,960.00. Funds are available in the FY 2020-21 Water Fund budget.

D. Timing Considerations.

If awarded, the Notice to Proceed will be issued in early September 2020. The preliminary project schedule indicates bidding in the summer of 2021 with construction complete in early 2022.

COUNCIL OPTIONS

The Council has the following options:

1. Award the contract to the highest ranked proposer, McMillen Jacobs Associates for \$278,960.00; or
2. Request additional information; or
3. Reject all bids

STAFF RECOMMENDATION

The Public Works Commission discussed this contract at their August 13, 2020, meeting. The Commission unanimously recommended awarding the contract to McMillen Jacobs Associates. Staff concurs with this recommendation.

SUGGESTED MOTION

“I move to award a consulting services contract for the Washington Avenue Bore Crossing Project to McMillen Jacobs Associates, Inc. for an amount not to exceed \$278,960.00.”

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



STANDBY POWER GENERATION, PROJECT 20WA03 CONSULTING SERVICES CONTRACT RECOMMENDATION

Meeting Date: August 24, 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

Staff has negotiated a scope and fee for design and construction management services for the standby power generation project. The issue for the Council is whether to award a consulting services contract for this project.

BACKGROUND

A. Council Action History.

City Council approved a request to add the Standby Power Generation Project to the Capital Improvement Plan on March 9, 2020.

B. Analysis.

In February of 2019, most of Douglas County experienced a significant snowstorm. As a result, Roseburg experienced widespread power outages that lasted for periods of hours to several weeks. Roseburg City Hall, the Public Works Maintenance Facility (Fulton Shop), the Winchester Water Treatment Plant (WTP), and some of the City's water booster pump stations lost power for approximately 30 hours. Some City booster pump stations lost power from four to seven days.

Historically, power outages at more than two sites simultaneously have been rare occurrences. The WTP has a dedicated power circuit that feeds directly from the adjacent Pacific Power substation. Generally, when a power outage does occur at the WTP it gets restored quickly and power interruption is short.

The City of Roseburg has approximately one (1) day of water storage available in the main pressure zone reservoirs. During the February 2019 power outage, the WTP was unable to produce water, and storage capacity was depleted to approximately 50 percent.

The Public Works Commission recommended City staff have a study completed that would include recommendations for standby power generation at the WTP and other key City facilities. In August of 2019, the City contracted with RH2 Engineering Inc. to do the study. Staff identified seven locations that are critical to providing water for the City and

to maintain supervisory control and data acquisition (SCADA) communication using the City's radio network. Staff also requested RH2 evaluate the Fulton Shop Facility since it is where the City's fueling facility is located, which is critical for responding in the case of an emergency. The Fulton Shop also houses the City's backup computer server system.

Facilities evaluated in the report included:

1. Winchester Water Treatment Plant
2. Public Works Maintenance Facility
3. Reservoir Hill
4. Dixonville Pump Station No. 2
5. Garden Valley Pump Station
6. Hawthorne Pump Station
7. Kline Pump Station
8. Ventura Pump Station

Summarizing the Consultant's recommendations, the following option was recommended by the Public Works Commission at the February 13, 2020, meeting:

Backup power to seven facilities

Water Treatment Plant (1500 KW Generator)

Reservoir Hill (30 KW Generator)

Generator Receptacles at 5 pump station locations

Portable Generators (2 EA, 150 KW)

Staff issued a Request for Qualifications for design and construction services, and four statements of qualifications (SOQs) were received on June 25, 2020. The SOQ's were ranked by a review committee consisting of three Public Works staff members. The final rankings were as follows.

Proposer	Average Score
1. RH2 Engineering Inc.	95.3
2. Systems West Engineers	88.7
3. CE Engineering	76.0
4. Shantu Shan	48.0

Staff's intent is to execute a contract to provide consulting services for analysis, design, preparation of construction documents, and construction management services for the installation of two standby generators, one at the City Water Treatment Plant and the second at Reservoir Hill complex. The project will also include the design and installation of generator receptacles at five booster pump stations located within the City water system, and specifications for two (2) portable generators.

C. Financial/Resource Considerations.

Staff has negotiated a scope and fee for consulting services through design, bidding, and construction for an amount not to exceed \$198,588.00. Funds are available in the FY 2020-21 Water Fund budget.

D. Timing Considerations.

If awarded, the Notice to Proceed will be issued in early September 2020. The preliminary project schedule indicates bidding in the spring of 2021 with construction complete by the end of 2021.

COUNCIL OPTIONS

The Council has the following options:

1. Award the contract to the highest ranked proposer, RH2 Engineering, for \$198,558.00; or
2. Request additional information; or
3. Reject all bids

STAFF RECOMMENDATION

The Public Works Commission discussed this contract at their August 13, 2020, meeting. The Commission unanimously recommended awarding the contract to RH2 Engineering. Staff concurs with this recommendation.

SUGGESTED MOTION

"I move to award a consulting services contract for the Standby Power Generation Project to RH2 Engineering, Inc. for an amount not to exceed \$198,588.00."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



2020 STORM CIPP PROJECT BID AWARD RECOMMENDATION - 20PW19

Meeting Date: August 24, 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 2020 Storm CIPP project on July 28, 2020. The issue for the Council is whether to award the construction contract.

BACKGROUND

A. Council Action History.

On June 10, 2019, Council awarded the 2019 Storm CIPP Project.

B. Analysis.

In December of 2015, staff identified a failing storm drainage pipe on Harvard Avenue. The pipe was aluminum spiral Ultra Flo piping, and the bottom had corroded out of it prematurely. As a result of that failure, staff began investigating all of the Ultra Flo that had been previously installed within the City and found similar issues with pipe installed in the late 1980s and early 1990s. In order to address this issue, the City has been installing Cured-In-Place-Piping (CIPP) within the existing pipes to restore the structural integrity of the pipe and extend its useful life.

This project consists of rehabilitation of approximately 1030 lineal feet of storm drain pipe ranging from 27-inch to 60-inch diameter. The project also includes the rehabilitation of approximately 430 lineal feet of older galvanized corrugated metal pipe. Construction will take place in the following locations:

- Aviation Dr. from inside Airport grounds across Aviation Dr. and through Home Depot parking lot, approximately 930 lineal feet of 60-inch diameter.
- Stewart Parkway at Airport Rd., 27-inch diameter crossing on west side of RR tracks.
- Stewart Parkway at Renann St., 18-inch diameter crossing of Stewart Parkway on east side of intersection.
- Troost St. at Witherspoon Ave., 48-inch diameter crossing of Troost St.
- Fromdahl Ct., 12-inch diameter storm line in easement between existing housing.

The project was advertised on June 24, 2020. Bids were opened on July 28, 2020. Four bids were received and are outlined below.

	<i>Engineer's Estimate</i>	Insituform Technologies	National Plant Services, Inc.	Michels Corporation	Whitaker Construction
Bid Total:	\$659,802.00	\$719,929.00	\$725,462.16	\$657,729.00	\$1,095,880.50

C. Financial/Resource Considerations.

The FY 2020-21 storm water budget includes \$1,240,500 for storm drainage capital improvement projects. The project was designed in-house, and staff will be providing construction management. Total project costs are estimated below.

Construction	\$657,729.00
Contingency (5%)	<u>\$ 32,886.45</u>
Total	\$690,615.45

D. Timing Considerations.

If awarded, the Notice to Proceed will be issued the first week of September 2020. The contractor is allowed 270 calendar days to complete the project.

COUNCIL OPTIONS

The Council has the following options:

1. Award the contract to the lowest responsible bidder, Michels Corporation, for \$657,729.00; or
2. Request additional information; or
3. Reject all bids

STAFF RECOMMENDATION

Funds have been budgeted and are available to construct the project. The bid appears to be both responsive and responsible. The Public Works Commission discussed this project at their August 13, 2020, meeting and unanimously recommended awarding the project to the lowest responsible bidder, Michels Corporation, for \$657,729.00. Staff concurs with this recommendation.

SUGGESTED MOTION

"I move to award the 2020 Storm CIPP Project to the lowest responsible bidder, Michels Corporation, for \$657,729.00."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



AMERICA'S WATER INFRASTRUCTURE ACT RISK AND RESILIENCE ASSESSMENT STUDY

Meeting Date: August 24, 2020

Department: Public Works

www.cityofroseburg.org

Agenda Section: Department Item

Staff Contact: Brice Perkins, PW Director

Contact Telephone Number: 541-492-6892

ISSUE STATEMENT AND SUMMARY

The Environmental Protection Agency (EPA) requires the City to complete a Risk and Resilience Assessment and Emergency Response Plan in order to comply with the America's Water Infrastructure Act of 2018. The issue for the Council is whether to award a consulting services contract to perform the assessment and develop the emergency response plan.

BACKGROUND

A. Council Action History.

None

B. Analysis.

The America's Water Infrastructure Act (AWIA) combined two versions of the Water Resources Development Act (WRDA) legislation developed earlier in 2018 by the House and Senate, respectively, with a Safe Drinking Water Act (SDWA) reform bill. AWIA was passed into law in October 2018.

Through amendments to the Safe Drinking Water Act, AWIA Section 2013 introduced a new requirement for water systems serving a population of more than 3,300 to conduct Risk and Resilience Assessments (RRA) and submit a certification of the assessment to EPA. Additionally, within six months of completing the assessment, water systems must prepare an Emergency Response Plan (ERP) that incorporates the findings of the RRA. Both need to be reviewed and updated on a five-year cycle. The City of Roseburg serves a population of approximately 30,000 customers.

Mandatory compliance dates are based on the population served. While the reports do not actually have to be submitted to the EPA, the City must certify to EPA that we have completed RRA and ERP by June 30, 2021, and December 31, 2021, respectively.

C. Financial/Resource Considerations.

Staff has negotiated a proposed scope and fee with RH2 Engineering for an amount not to exceed \$49,988.00 to prepare an RRA and ERP and provide certification of compliance to EPA. The FY 2020-21 Water Capital Improvement Fund includes \$50,000.00 for this plan.

D. Timing Considerations.

The City must certify to EPA that we have completed RRA and ERP by June 30, 2021, and December 31, 2021, respectively. If awarded, Notice to Proceed would be issued in September.

COUNCIL OPTIONS

The Council has the following options:

1. Award the contract for completing the Risk and Resilience Assessment and Emergency Response Plan to RH2 Engineering for an amount not to exceed \$49,988.00; or
2. Request additional information; or
3. Recommend not moving forward with the contract, which would require another solution for completing the study.

STAFF RECOMMENDATION

The Public Works Commission discussed this item at the August 13, 2020, meeting. The Commission recommended the Council award the contract to RH2 Engineering for an amount not to exceed \$49,988.00. Staff concurs with this recommendation.

SUGGESTED MOTION

"I move to award a consulting services contract to RH2 Engineering for completion of the Risk and Resilience Assessment and Emergency Response Plan for an amount not to exceed \$49,988.00."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



UMPQUA UNITED SOCCER CLUB FIR GROVE SOCCER COMPLEX PROPOSAL

Meeting Date: August 24, 2020
Department: Public Works
www.cityofroseburg.org

Agenda Section: Department Item
Staff Contact: Brice Perkins, PW Director
Contact Telephone Number: 541-492-6892

ISSUE STATEMENT AND SUMMARY

The Umpqua United Soccer Club (UUSC) is requesting permission to make major field improvements to the Fir Grove Soccer Complex in Stewart Park, and to negotiate a new, 20-year lease agreement with the City. The issue for the Council is whether to approve their request.

BACKGROUND

A. Council Action History.
None

B. Analysis.

Representatives of the Umpqua United Soccer Club recently met with staff to outline their desired plan to upgrade the Fir Grove Soccer Complex in Stewart Park. The plan includes removing grass and replacing it with artificial turf on at least one, possibly two, soccer fields. The plan would also add lighting to the field(s), improve parking, etc. Their plan will include all items necessary for this type of project, including drainage, relocation of conflicting utilities, etc. Having artificial turf and lighting in place will allow for greater multi-purpose use throughout the year.

One of the conditions that historically has been set by the Parks Commission and City Council for projects done by independent organizations is that all funding for the project must be secured prior to construction beginning. UUSC has requested permission to negotiate a new 20-year lease with the City in order to assure potential funding partners that their investment will benefit the community for the long term.

C. Financial/Resource Considerations.

It is UUSC's intent to raise funds for this project. No significant financial or resource impacts are expected for the City.

D. Timing Considerations.

UUSC would like to begin fundraising for the project as soon as possible.

COUNCIL OPTIONS

The Council has the following options:

1. Grant preliminary approval of UUSC's conceptual improvement plans; and authorize staff to negotiate a new, 20-year agreement with UUSC; or
2. Request additional information; or
3. Not grant preliminary approval.

STAFF RECOMMENDATION

The Parks Commission discussed this item at the August 5, 2020 meeting. The Commission recommended the Council approve the request by Umpqua United Soccer Club to improve the Fir Grove Soccer Complex, with the condition that all funding is secured prior to beginning construction of the project, and to negotiate a 20-year agreement. Staff concurs with this recommendation. Staff believes this is the first of several steps in this process and that additional approvals from the Commission and the Council will be required.

SUGGESTED MOTION

"I move to grant preliminary approval of the Umpqua United Soccer Club's conceptual improvement plans for improvements to the Fir Grove Soccer Complex in Stewart Park subject to final approval of the City Council with the condition that all funding is secured prior to beginning construction of the project; and to authorize staff to negotiate a new, 20-year lease with Umpqua United Soccer Club."

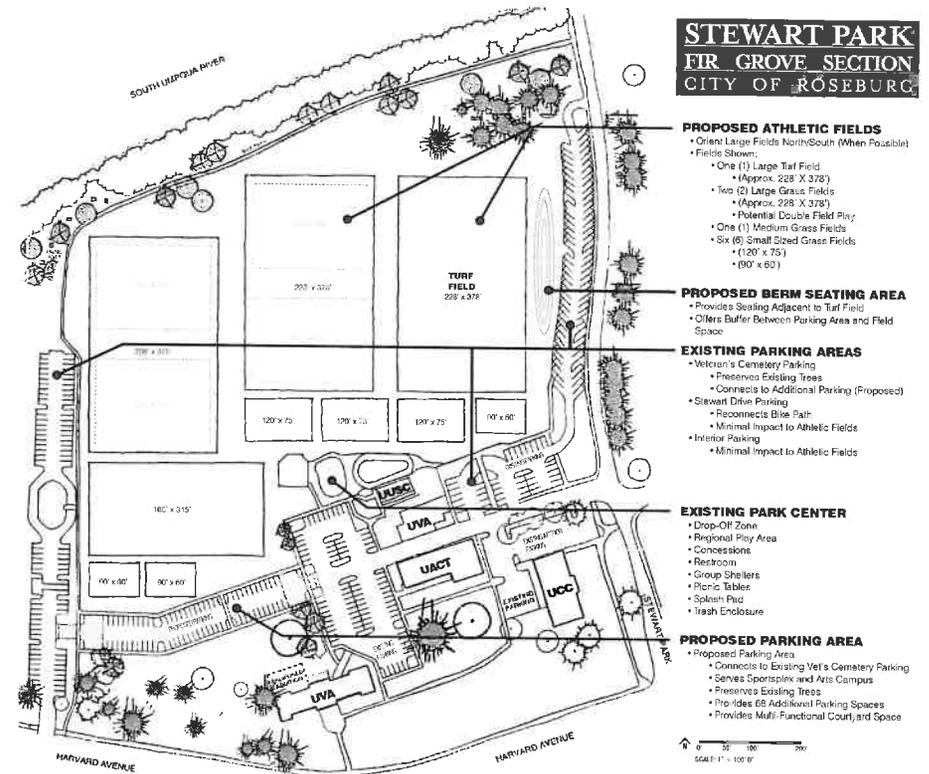
ATTACHMENTS:

Umpqua United Soccer Club proposal for improvements to the Fir Grove Soccer Complex.

Fir Grove Section Proposed Soccer Complex



Existing Master Plan



Proposed Soccer Complex

Current Campus Organizations:

- ① Umpqua Valley Arts Association Main Building (UVA)
- ② Umpqua Valley Arts Association Clay Studio and Imagination Station (UVA)
- ③ Umpqua Actors Community Theatre (UACT)
- ④ Umpqua Community College - Wooley Center
- ⑤ Umpqua United Soccer Club (UJUSC)



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

CITY MANAGER ACTIVITY REPORT

Meeting Date: August 24, 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 August 24, 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
August 11, 2020 - 10:00 a.m.

1. Review August 10, 2020 City Council Meeting Synopsis
2. Review August 17, 2020 Work Study Meeting Agenda
3. Review August 24, 2020 City Council Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents and/or Grants to review and/or sign
 - A. Outdoor Event Permit – 8/22/2020
 - B. Loudspeaker Event Permit – 8/16/2020
 - C. Veterans Parade New Option Discussion (KT)
6. Department Items
 - A. Rogue Retreat Tour (AS)
 - B. Homelessness Discussion/Staff Ideas (NM)



Agenda
Department Head Meeting
PSC Umpqua Conference Room
August 17, 2020 - 10:00 a.m.

1. Review August 24, 2020 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents and/or Grants to review and/or sign
 - A. Grant Checklist – 2021 Ready to Read
 - B. Loudspeaker Permit – August 23, 2020 Roseburg Alliance Church
 - C. Review Veterans Parade Request to change venue option
4. Department Items
 - A. Railroad Property (NM)
 - B. Vacation Balances (NM)

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
- Umpqua Basin Urban Services Agreement

August 31, 2020 Work Study 6:00 p.m.

Discussion Items

- A. Goal #6 – Explore Strategies to Address Issues Related to Unhoused Individuals within the Community
 - 1. Public Input
- B. Staff Input
- C. Council Input/Discussion

September 14, 2020

Special Presentation

- A. Smoke Free Downtown Events

Consent Agenda

- A. Minutes of August 24, 2020
- B. Minutes of August 31, 2020 Work Study

Public Hearing

- A. Resolution No. 2020-18 - Supplemental Budget – CARES Funds

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

Public Hearing

- A. Resolution No. 2021- -- - 2021-22 Budget Adoption

Informational

- A. City Manager Activity Report

Urban Renewal Agency Board Meeting

Consent Agenda

- A. Minutes of previous meeting

Public Hearing

- A. Resolution No. UR-2021- -- - 2021-22 Budget Adoption

June 21, 2021

Consent Agenda

- A. Minutes of June 14, 2021

Informational

- A. City Manager Activity Report

July 12, 2021

Mayor Reports

- A. Parks and Recreation Month Proclamation

Special Presentation

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

Consent Agenda

- A. Minutes of June 21, 2021

Informational

- A. City Manager Activity Report

July 26, 2021

Consent Agenda

- A. Minutes of July 12, 2021

Informational

- A. City Manager Activity Report
-

Friday Message August 7, 2020



- Finance Director Harker received news today that the City has again earned the Certificate of Achievement for Excellence in Financial Reporting for the 2019 Comprehensive Annual Financial Report (CAFR) from the Government Finance Officers Association. Congratulations to Ron and his staff in the Finance Department!
- The Public Works Department's contractor completed slurry seals on 16 streets (just under 2 miles) within the City this week.
- Exciting news at the airport this week.....the FAA performed a second flight check on the precision approach path indicator (PAPI) and commissioned it with no restrictions. Previously, it had been restricted, which did not allow it to be considered for mitigation for the terrain obstruction (Mt. Nebo). Now that the restriction has been lifted, the City will submit an application to use the PAPI as mitigation. Once submitted, the application will be reviewed by the FAA's Procedure Review Board, and if approved, the nighttime instrument approach procedure will be reinstated. While we aren't to the finish line yet, we took a giant leap closer this week.
- Coos, Curry, Douglas Development Corporation (CCD) continues to do great work assisting small businesses navigate the financial impacts of COVID. CCD successfully deployed \$300,000 in Emergency Business Assistance Grants in just 45 days. When I spoke with Theresa Haga last week, she stated that a significant portion of the funding went to sole proprietors, LLCs and small corporations.
- The Parks Commission met on Wednesday to hear a proposal from the Umpqua United Soccer Club. Umpqua United is interested in a capital project to provide one or two turf fields and other improvements at Fir Grove Park. The Commission forwarded a recommendation for consideration at a future Council meeting.
- LPSCC met virtually on Tuesday and heard more about the IMPACTS grant. The intent is to address high utilizers of the Douglas County Jail and the emergency room by providing intensive care coordinators to 247 individuals identified in this cohort. Each of the cohort members are Oregon Health Plan customers and have been booked four or more times in one year. In addition, \$50,000 will go to the Chadwick Clubhouse, a day-use facility for people living with mental health conditions. More information on the Chadwick Clubhouse can be found here: <https://chadwickclubhouse.com/>. The LPSCC coordinator also shared results from a basic mental health screening administered to persons booked in the Douglas County Jail between July 2019 and June 2020. Preliminary results showed that 34% of those screened may have a serious mental health illness.
- Meetings next week:
 - City Council – Monday, August 10 @ 7:00 pm via Zoom
 - Public Works Commission – Thursday, August 13 @ 3:30 pm

Friday Message August 14, 2020

- The Legislature met in a second short session on Monday. I am happy to report that the Med Ed project was included in the scaled back omnibus bill originally passed during the regular session. The state will still evaluate lottery revenues prior to issuing any bonds, but the project is included in the latest bill. The Umpqua Valley Development Corporation is meeting next week to continue working on this project.
- On Tuesday, staff and the parking consultant met on a conference call to kick off this project. Discussion related to next steps, schedule, and the public input process. We will be accepting applications for stakeholders to participate an ad-hoc citizen's advisory committee. More to come on this.
- ODOT held a virtual meeting Wednesday to restart the I-5 Bottleneck Corridor Plan. The project was delayed by the pandemic, but work is resuming remotely.
- On Thursday, I attended a virtual meeting of the DC Childcare Coalition. This group is composed of a variety of community leaders tackling the issue that COVID has presented for parents and employers. This week, the larger group broke into smaller workgroups to focus on defining the issue and potential solutions. The challenge is exacerbated by the dynamic nature of the metrics being used to determine if in-person learning can occur at K-12 schools.
- A few months ago, the Council heard from a group of citizens associated with the Blue Zones Project interested in pursuing a smoke-free downtown. After working through some logistics, they have scaled down their proposal to a pilot project for smoke-free downtown *events*, with the intent of emphasizing the family friendly nature of the events that occur downtown. They are tentatively scheduled to present the idea to Council at your September 14 meeting.
- The FAA flight checked the new lights installed as part of the Runway Electrical Project this week. Everything passed inspection and the new lights and REILs have officially been commissioned.
- Thursday's Economic Recovery Team virtual meeting focused on a new CRF grant program available for cultural non-profits/community venues and the latest updates to the education department's guidelines. Theresa Haga indicated CCD has successfully deployed rounds 1 and 2 of the CARES Act funding and will release applications for rounds 3 and 4 on August 24.
- The Public Works Commission met on Thursday and discussed one construction project, three engineering contracts, and a grant application. Their recommendations will be presented to the Council at your August 24 meeting.
- Meetings next week:
 - Council work study session – Monday, 8/17 @ 6 pm via Zoom
 - Library Commission – Tuesday, 8/18 @ 4 pm
 - Airport Commission – Thursday, 8/20 @ 3:30 pm via Zoom