

# ROSEBURG CITY COUNCIL AGENDA – SEPTEMBER 14, 2020



W  
9-10-2020

## Electronic Meeting

### Public Access:

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

Facebook Live at [www.Facebook.com/CityofRoseburg](http://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](mailto:info@cityofroseburg.org) prior to 4:00 p.m. on Monday, September 14, 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**
6. **Special Presentation**  
A. Smoke Free Downtown Events – Blue Zones Umpqua
7. **Audience Participation – Email Submittals/See Information on the Reverse**
8. **Consent Agenda**  
A. Minutes of August 24, 2020 Meeting  
B. Minutes of August 31, 2020 Work Study Meeting
9. **Public Hearing**  
A. Resolution No. 2020-18 – Supplemental Budget – CARES Funds
10. **Department Items**  
A. Stewart Park Pavilion Improvements Bid Award Recommendation  
B. Sunshine Park Property Boundary Line Adjustment and Easement Agreement
11. **Items from Mayor, City Council and City Manager**
12. **Adjourn**
13. **Executive Session ORS 192.660(2)**

## Informational

- A. City Manager Activity Report

## **AUDIENCE PARTICIPATION INFORMATION**

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

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

### **CITIZEN PARTICIPATION**

Anyone wishing to provide comments may do so by emailing the City Recorder at [info@cityofroseburg.org](mailto:info@cityofroseburg.org) by 4:00 p.m. Monday, September 14, 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](http://www.cityofroseburg.org). This meeting is also available to view on Facebook live.***



## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

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### SMOKE FREE DOWNTOWN EVENTS BLUE ZONE UMPQUA

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**Meeting Date:** September 14, 2020  
**Department:** Administration  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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#### ISSUE STATEMENT AND SUMMARY

The Blue Zones Project Tobacco Policy Committee will provide a presentation to Council regarding a proposal for Smoke-Free Events in Downtown.

#### BACKGROUND

**A. Council Action History.**  
None

**B. Analysis.**

Members of the Blue Zones Project Tobacco Policy Committee requested time before Council to propose the City adopt an ordinance that would require that all downtown events be 100% smoke free for the health and safety of those attending.

**C. Financial/Resource Considerations.**

There are no financial considerations for the City with this proposal.

**D. Timing Considerations.**

Adopting a policy or ordinance now would put something in place for future events in downtown.

#### COUNCIL OPTIONS

Council could ask staff to draft an ordinance for consideration regarding smoke-free events in downtown, or do nothing.

#### STAFF RECOMMENDATION

Staff has no recommendation.

#### SUGGESTED MOTION

No motion needed.

#### ATTACHMENTS:

Attachment #1 – Letters of Support from Community Members and Agencies for Smoke-Free Events in Downtown.



August 12, 2020

Nikki Messenger, City Manager  
City of Roseburg  
900 SE Douglas Ave.  
Roseburg, OR 97470

RE: Smokefree Events Policy

Dear Ms. Messenger:

We all play a part and have a stake in the health of our community. This is why Adapt supports local efforts to reduce exposure to second-hand smoke at community events in Downtown Roseburg.

There is a growing demand and expectation for public places to be smokefree and many benefits to establishing a smokefree events policy. Smokefree environments provide smokers who want to quit with a strong incentive to cut down or stop smoking altogether. Smokefree events also provide an opportunity for good role-modelling for youth and de-normalize smoking or e-cigarette use. A smokefree events policy is a good business decision—creating a healthier and more attractive environment for the many high profile community events held in Downtown Roseburg throughout the year.

As a Blue Zones approved worksite, we at Adapt look forward to working with the Blue Zones Project-Umpqua and the City of Roseburg to make our downtown a healthier and safe place for all.

Respectfully,

Gregory S. Brigham, Ph.D., CEO  
Adapt | SouthRiver | Compass  
621 W. Madronje Street  
P.O. Box 1121  
Roseburg, OR 97470-3090  
541-672-2691 | gbrigham@adaptoregon.org

Cc: Mayor Larry Rich and Roseburg City Council



KC Bolton, Chief Executive Officer  
Aviva Health  
150 NE Kenneth Ford Dr.  
Roseburg, OR 97470

August 31<sup>st</sup>, 2020

Re: Smoke-free Events Ordinance, Downtown Roseburg

Dear Ms. Messenger, Mr. Mayor and Members of the Roseburg City Council:

As an advocate for building a healthy community, we at Aviva Health believe there is no safe level of second-hand smoke; even outdoors. Our organization remains focused on reducing environmental triggers and increasing the overall health and well-being for our patients and community members,

We completely respect the right of an individual to smoke, but we also believe that it is the right of every individual to breathe smoke-free air. We want to create a healthy space and promote healthy choices for our youth. We also want to support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns.

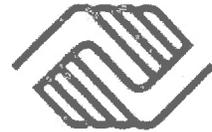
In efforts to keep the air clear and to welcome patrons to Downtown Roseburg, we fully support the pursuit of a smoke-free events ordinance. We are confident in the positive difference this ordinance will make and look forward to partnering with Blue Zones Project and the City of Roseburg in making our downtown a more vibrant, inclusive, and safe place for all.

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read "KC Bolton", written over a white background.

KC Bolton, CEO  
Aviva Health

SPECIAL PRESENTATION  
ATTACHMENT #1C



**BOYS & GIRLS CLUB**  
OF THE UMPQUA VALLEY

Boys & Girls Clubs  
of the Umpqua Valley  
1144 NE Cedar Street  
Roseburg, OR 97470  
Phone (541) 440-9505  
Fax (541) 440-9661  
E-mail [contactus@bgcuv.org](mailto:contactus@bgcuv.org)  
[www.bgcuv.org](http://www.bgcuv.org)

August 13, 2020

City of Roseburg  
Nikki Messenger – City Manager  
900 SE Douglas Avenue  
Roseburg OR 97470

RE: Tobacco Free Events

Dear Ms. Messenger, Mayor Rich, and Members of the Council:

As a leading youth development organization in Douglas County, we would like to encourage and support tobacco-free policy for all downtown events and festivals in Roseburg.

At the Boys & Girls Club of the Umpqua Valley, we help youth reach their full potential by making positive choices that nurture their mind, body, and spirit. We encourage healthy lifestyles among our Club members and inspire them to make healthy choices that will have a positive impact on their future.

As a community working together, it is important to send consistent messages to our youth about avoiding risky behaviors such as the use of alcohol, tobacco, and other drugs. Together we can provide them with a supportive path to make healthy lifestyles choices.

Because we want downtown events to be welcoming to all, we support the pursuit of a tobacco-free events ordinance in downtown Roseburg. Regardless of an adult's right to smoke, we believe children have the right to breathe smoke-free air. We all have a role to play in setting the best example for our community's youth and providing them with every opportunity for a great future.

Thank you for your time and consideration on this important matter.

Respectfully,

A handwritten signature in black ink that reads "Vick Murray". The signature is fluid and cursive.

Vick Murray  
Board Chair

A handwritten signature in black ink that reads "Patti LaFreneire". The signature is fluid and cursive.

Patti LaFreneire  
Development Director

**GREAT FUTURES START HERE.**



**COW CREEK BAND OF UMPQUA TRIBE OF INDIANS  
GOVERNMENT OFFICES**

**2371 NE STEPHENS STREET, SUITE 100  
ROSEBURG, OR 97470-1399**

**Phone: 541-672-9405**

**Fax: 541-673-0432**

August 28, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

The Cow Creek Band of Umpqua Tribe of Indians is an active member of the Blue Zones Steering Committee and has continued to support and dedicate funds to the continual community efforts to assure we focus on reducing environmental triggers and increasing overall well-being for the members of our community. We want to promote both healthy spaces and to promote healthy choices especially for our youth. We offer tobacco cessation opportunities within our Cow Creek Health & Wellness Center and support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns.

In efforts to keep the air clear and welcome patrons to Downtown Roseburg, we fully support the pursuit of a smoke-free events ordinance.

We are confident in the positive difference this ordinance will make and look forward to partnering with the Blue Zones Project and the City of Roseburg in making our downtown a more vibrant, inclusive, and safe place for all to walk and visit.

Michael Rondeau, Chief Executive Director  
Cow Creek Band of Umpqua Tribe of Indians

9/1/2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As a practicing Physician for 40 years, I am passionate in supporting a healthy community, we believe there is no safe level of second-hand smoke; even outdoors. Our organization remains focused on reducing environmental triggers and increasing overall well-being for our members and our community. We completely understand the right of an individual to smoke, but we also believe that it is the right of an individual to breathe smoke-free air. We want to create a healthy space and promote healthy choices for our kids. We also want to support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns.

In efforts to keep the air clear and welcome patrons to Downtown Roseburg, we fully support the pursuit of a smoke-free events ordinance.

We are confident in the positive difference this ordinance will make and look forward to partnering with Blue Zones Project and the City of Roseburg in making our downtown a more vibrant, inclusive, and safe place for all.

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read "Timothy J Powell". The signature is fluid and cursive, with a large initial "T" and "P".

Dr. Timothy Powell

CEO and President

Evergreen Family Medicine



2700 NW Stewart Parkway  
Roseburg, OR 97471

September 1, 2020

Roseburg City Council  
900 SE Douglas Ave.  
Roseburg, OR 97470

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As an advocate for building a healthy community, we believe there is no safe level of second-hand smoke; even outdoors. Our organization remains focused on reducing environmental triggers and increasing overall well-being for our members and our community. We completely understand the right of an individual to smoke, but we also believe that it is the right of an individual to breathe smoke-free air. We want to create a healthy space and promote healthy choices for our kids. We also want to support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns.

In efforts to keep the air clear and welcome patrons to Downtown Roseburg, we fully support the pursuit of a smoke-free events ordinance.

We are confident in the positive difference this ordinance will make and look forward to partnering with Blue Zones Project and the City of Roseburg in making our downtown a more vibrant, inclusive, and safe place for all.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly C. Morgan", written over the word "Sincerely,".

Kelly C. Morgan  
President/CEO

Merten Bangemann-Johnson

605 SE Kane St. Roseburg, OR 97470

541-671-5832

September 2, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As an advocate for building a healthy community, we believe there is no safe level of second-hand smoke; even outdoors. Our organization remains focused on reducing environmental triggers and increasing overall well-being for our members and our community. We completely understand the right of an individual to smoke, but we also believe that it is the right of an individual to breathe smoke-free air. We want to create a healthy space and promote healthy choices for our kids. We also want to support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns.

In efforts to keep the air clear and welcome patrons to Downtown Roseburg, we fully support the pursuit of a smoke-free events ordinance.

We are confident in the positive difference this ordinance will make and look forward to partnering with Blue Zones Project and the City of Roseburg in making our downtown a more vibrant, inclusive, and safe place for all.

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read "Merten Bangemann-Johnson". The signature is stylized and cursive, with the first name "Merten" written in a larger, more prominent script than the last name.

*Roseburg Town Center*

612 S.E. Jackson St., Suite 2  
Roseburg, OR 97470  
541-673-3352

August 12, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As the event permit agency and partner in many of the downtown Roseburg events and festivals, including Neewollah, Downtown Street Festivals, and other upcoming events planned for 2021, we would like to voice our organization's strong support for this policy. We value our beautiful downtown and the many patrons that attend these events.

Because we want all downtown events to be welcoming to all, we wholeheartedly support the pursuit of a smoke-free events ordinance in downtown Roseburg. While we understand and respect the right of an individual to smoke, we also believe that it is the right of an individual to breathe smoke-free air. Those who wish to smoke may choose to do so outside of the event perimeter.

We want to create a healthy space and promote healthy choices for our community's children. Last year during the Neewollah Parade there were a number of adults smoking in the midst of children collecting their treats. It seemed so incongruent with the event and it was bothersome to quite a few people.

It's important to support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns. We look forward to partnering to make our downtown the most inclusive, safest and best downtown it can be.

Thank you for your time and consideration,

*Todd Boyd*

Todd Boyd  
Interim President

*Susie Johnston-Forte*

Susie Johnston-Forte  
Executive Director



August 14, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As an advocate for building a healthy community, we believe there is no safe level of second-hand smoke; even outdoors. Our organization remains focused on reducing environmental triggers and increasing overall well-being for our members and our community. We completely understand the right of an individual to smoke, but we also believe that it is the right of an individual to breathe smoke-free air. We want to create a healthy space and promote healthy choices for our kids. We also want to support the many people who want to quit smoking, who have recently quit smoking, or who cannot be around secondhand smoke due to health concerns.

In efforts to keep the air clear and welcome patrons to Downtown Roseburg, we fully support the pursuit of a smoke-free events ordinance.

We are confident in the positive difference this ordinance will make and look forward to partnering with Blue Zones Project and the City of Roseburg in making our downtown a more vibrant, inclusive, and safe place for all.

Thank you for your time and consideration.

Sincerely,



Brent Eichman, MBA, CHFP  
Chief Executive Officer  
Umpqua Health, LLC and Umpqua Health Alliance, LLC

SPECIAL PRESENTATION  
ATTACHMENT #1J

Krystal Irwin

1452 NW Keasey St, Roseburg OR

5415806141

September 2nd, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

I would love to appeal to open hearts and ears to the heart of a mother, representing many parents and families in Douglas County, that especially in light of our current local culture and health crisis globally, would like to be an advocate of one small area of bringing better safety and health to our area in a measurable and capable way in my own sphere of influence.

As an advocate myself for building a healthy Douglas County community by my own Blue Zones and UC-Veg support and involvement, I would like to address one feasible way to bring better community awareness to the detriment of second-hand smoke to children involved in any indoor or outdoor setting in our town and events that occur here. Even walking downtown to our own chiropractor's office on a regular outing, my own children comment about their discomfort and "yucky" feeling when we are forced to walk by people openly smoking and forcefully subjecting my children to the impact of their "smokers that hurt them" on their clean little lungs, according to my 8 year old's perspective. While I know this is not a problem that we are looking at solving on a regular daily basis, I would appeal to the powers that be, that at least for family-focused events in the downtown area, that are only very few times a year, there would be a clean and fresh air movement act expected, to protect the families that are being drawn downtown for the good of the financial means of the area, and great community connection opportunities.

I firmly believe there is no safe level of second-hand smoke; even outdoors. I also completely understand the rights of an individual to smoke, but also believe that it is the right of an individual to breathe smoke-free air. I would like to be a part of a community that prioritizes creating healthy spaces and promoting healthy choices by adult modeling, for our kids. There is always more caught than taught, with these little watching eyes beneath us. Let us be the models of what we would want our children raising in their own children someday.

In efforts to keep the air clear and welcoming to patrons in Downtown Roseburg, I fully support the pursuit of a smoke-free events ordinance.

SPECIAL PRESENTATION  
ATTACHMENT #1J

Thank you for your time and consideration,

Krystal Irwin

Lance Colley

545 Jade Drive

Roseburg Oregon 97471

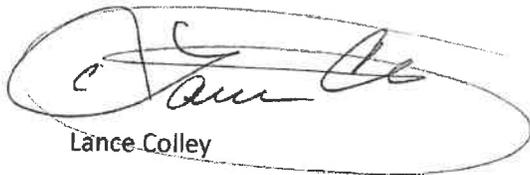
September 4, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As an individual advocate for building a healthy community, I believe it is very important to reduce the exposure to second-hand smoke, even outdoors. I understand the right of an individual to smoke, but also believe that it is the right of an individual to breathe smoke-free air. I would like to advocate for our community to continue its efforts to prioritize creating healthy spaces and promoting healthy choices for our kids.

We believe that promoting smoke free family events in the Downtown core is a furtherance of your existing policies in City owned parks and we support efforts to keep the air clear and welcoming to patrons in Downtown Roseburg. I fully support the pursuit of a smoke-free events ordinance.

Thank you for your time and consideration.

A handwritten signature in black ink, appearing to read "Lance Colley", is enclosed within a hand-drawn oval. The signature is fluid and cursive.

Lance Colley

Chair- Blue Zones Steering Committee

September 1, 2020

Attn: Roseburg City Council, Mayor and City Manager  
City of Roseburg  
900 SE Douglas Ave.  
Roseburg, OR 97470

RE: Smokefree Events Policy

Dear Ms. Messenger, Mayor Rich and City Council Members:

I am writing in support of the proposed smokefree events ordinance under consideration by the Roseburg City Council. This is a sensible policy proposal that mirrors what cities large and small are doing throughout Oregon and beyond, and one that is consistent with the City's commitment to the Blue Zones initiative.

In 2010, I was fortunate to have an opportunity to work with the Roseburg Parks and Recreation Commission, City Council and staff on the adoption of one of Oregon's first tobacco-free city parks ordinances. While the City Council has since strengthened the ordinance to include e-cigarettes and vaping, the ordinance still stands as a model ordinance for healthy parks and communities throughout Oregon. At the time the original parks ordinance was under consideration, the City Council questioned the feasibility of a tobacco-free ordinance, and expressed valid concerns about public acceptance, compliance, and the impact on business.

- Public Acceptance – Most people in Douglas County don't smoke and prefer not to be exposed to secondhand smoke, especially at family-friendly places and events. Since the City Council adopted its tobacco-free parks ordinance, we have seen other cities and counties throughout Oregon adopt policies to protect residents from the harms of tobacco and secondhand smoke. In addition, we've seen many Douglas County entities follow the City's lead by adopting tobacco-free outdoor policies of their own, including the Douglas County Housing Authority, the Roseburg VA, Harvard Medical Park, and Umpqua Community College to name a few.
- Compliance is High – A common misconception about smokefree policies is that strong enforcement is the only determinant of compliance. With appropriate preparation and consistent communication in advance of and during implementation, smokefree policies become largely self-enforcing. We have witnessed high voluntary compliance at youth soccer games in Stewart Park, Music on the Half Shell and other local smokefree areas and events.
- Smokefree laws are good for business – No scientifically objective studies have found a negative economic impact of smokefree policies. In 2016, the National Cancer Institute published an extensive review of the economic literature, concluding, "The evidence clearly demonstrates that smokefree policies do not cause adverse economic outcomes for businesses, including restaurants and bars. In fact, smoke-free policies often have a positive economic impact on businesses."

As the dangers of tobacco use and secondhand smoke had become increasingly well-documented, the Roseburg City Council took one of the most important steps a community can take to protect and improve its residents' health by adopting a 100% tobacco-free city parks ordinance. A smokefree events policy is a natural extension of that policy and another step to making downtown Roseburg a more vibrant, inclusive, and safe place for all.

Respectfully,

Marilyn J. Carter, Ph.D.  
9127 Tyee Rd.  
Umpqua, Oregon 97486

SPECIAL PRESENTATION  
ATTACHMENT #1M

Janelle Newton  
1390 NW Domenico Dr.  
Roseburg, OR 97471  
541-990-2125

September 8, 2020

Dear Ms. Messenger, Mr. Mayor and Members of the Council:

As a mother of three, public educator, and volunteer youth sports coach, creating a healthy community for our kids is one of my top priorities in life. I believe there is NO safe level of second-hand smoke; even outdoors. And while I completely understand the right of an individual to smoke, I also believe that it is the right of an individual to breathe smoke-free air. It is my mission to help build a community that prioritizes creating healthy spaces and promoting healthy choices for our kids. In efforts to keep the air clear and welcoming to patrons in Downtown Roseburg, I fully support the pursuit of a smoke-free events ordinance.

Thank you for your time and consideration,

Janelle Newton  
Mother, Educator, Coach, and Healthy Community Advocate

**MINUTES OF THE REGULAR MEETING  
OF THE CITY COUNCIL MEETING  
August 24, 2020**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on August 24, 2020 electronically via Zoom in Roseburg, Oregon. Councilor Zielinski 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, Public Works Director Brice Perkins, Human Resources Director John VanWinkle, Management Assistant Koree Tate and Scott Carroll of the News Review.

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 reminded Council of their tour in Medford on August 26, 2020 to view Rogue Retreat and their unhoused services. On Monday, August 31, 2020, Council will have a Work Study Session at 6:00 p.m. in the Council Chambers. Mayor Rich said he would begin the meeting by hearing from the public, City Staff and then City Councilors. Each Councilor needed to be prepared to share their thoughts and reflections along with their top three ideas to help mitigate homelessness in Roseburg.

**COMMISSION REPORTS/COUNCIL WARD REPORTS**

Councilor Prawitz attended a MedCom Board Meeting on August 20, 2020 and reported that since COVID-19 restrictions had eased a little, there was more activity for front line employees. They also discussed the current and upcoming fire season.

**AIRPORT COMMISSION RESIGNATION**

Councilor Fisher-Fowler explained Mr. Chris Berquist moved out of the area and resigned from his position on the Airport Commission. Councilor Fisher-Fowler moved to accept Chris Berquist's resignation from the Airport Commission, with regrets. The motion was seconded by Councilor Cotterell and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

**SOUTHERN OREGON MEDICAL WORKFORCE CENTER UPDATE**

Phillip Scheuers, Pac/West Account Manager and Lobbyist, thanked Council for their time and support for the Southern Oregon Medical Workforce Center. They were successful in the 2019 Legislative Session in receiving \$10 million from the state lottery revenue bonds. To successfully obtain allocation, the following were required: a dollar for dollar match and an Oregon Solutions process. Oregon Solutions had the authority to identify projects that were

significant statewide which intersected with different entities or agencies. The goal was to bring everyone around the table to talk and discuss investments. Oregon Solutions stepped in to help ensure the project had a successful delivery. Mr. Scheuers met with Oregon Solutions to provide an overview and discuss the partners involved. The final findings were complete in June 2020. During interviews, they heard strong support and commitment from cross sectors in the community. The bonds were scheduled to sell in spring of 2021. There were two competing priorities that were identified relating to academics and economic development. Mr. Scheuers said a well-rounded work group was needed because they could not have workforce development without academia.

Mr. Scheuers explained they would start diving into the next phase by vetting the programs for the project. During the ECONorthwest feasibility study, George Fox determined which programs to include for the best long-term success. They reviewed medical profession courses to determine if students would have placement in the field and a real work experience option. Aviva Health, Mercy Medical Center and the Veterans Health Administration were all interested in collaboration for work experience. The locally formed non-profit, Umpqua Valley Development Corporation (UVDC), would have oversight and interaction with the development. The UVDC would have options to apply for grants and different funding for a long-term vision of the college.

There were meetings with the academic partner in April and May where George Fox renewed their Memorandum of Understanding (MOU) to show their continued commitment to the project by extending to 24 months. They reviewed a similar program in eastern Oregon that was a singular building with multiple partners and they too received State funding. Mr. Scheuers met with their facility director to get input on a successful design of the building. They were open to providing tours for anyone who wished to see the facility from Roseburg.

Mr. Scheuers discussed the workforce shortage and the accreditation lapse with the Umpqua Community College (UCC) nursing program. An MOU with UCC was signed to obtain funding and work to renew their accreditation back. Students could go to UCC for nursing and then continue their education at George Fox for their RN or Master's degree, if desired. The other concern was to determine the best location for the college. Locations discussed included the former Rite Aid and Safeway location in downtown Roseburg, the former Kmart, Harvard Business Park, Edenbower site just east of Stephens and the Boulder property across from Evergreen Family Medicine. The UVDC Board wanted to ensure the site selection was done correctly and the City would continue to support the project.

Mr. Scheuers explained the legislative appropriation had come to a halt when the COVID-19 pandemic began and businesses closed. The money came from lottery funds which were shut down. In order to sell the bonds, the state had to show a 4 to 1 ratio between forecast lottery fund revenue and the amount of debt in the bonds. With the shutdown of the lottery, the ration dropped to 3 to 1. They had the option to cancel the bond sale, scale down the project, or move the project into another fund. The legislators reviewed projects that were approved for funding and reduced nine of them. The Southern Oregon Workforce Center remained in the bill and as of now, funding was still an option. The bond would sell in spring 2021 and the City would have ownership of the building. Oregon Solutions would begin meeting in September to start the process of moving forward. In response to Councilor Cotterell, Mr. Scheuers said they were looking at around a 30,000 to 40,000 square foot building to use.

Councilor Hicks was curious about regulations around COVID-19 and how the project had changed with consideration of design, space, classroom activity, program considerations and optional online courses. Mr. Scheuers explained they had not begun COVID conversations, needed months to design the facility, were thinking about virtual options and would have the college in City limits. Actual students in seats were the best, but a hybrid model could be considered. For nursing students, the majority stay within a 100-mile radius post-graduation. In response to Councilor Prawitz, Mr. Scheuers said the next step was to find a location and then sell the bonds in the spring. They were trying to finalize something in December or January. If a location was not chosen, they would have to go back to the session to have the bonds reauthorized or be pushed out one more year. If people were supportive of this project, he suggested writing a letter of support to the UVDC or the City of Roseburg. Councilor Cotterell said he was frugal with taxpayer dollars and wanted to know if conversations had taken place with private developers regarding housing. Mr. Scheuers said some conversations had taken place and Oregon Solutions wanted them to look at broad solutions, have a plan in place and review what would happen for faculty and students regarding housing. Ms. Messenger added housing was not part of the \$20 million proposal for the college. In response to Mayor Rich, Mr. Scheuers noted the original ask for the college was much higher, but after reviewing the programs, it was determined to reduce options for phase one with the hope of growing with more programs in the future.

#### AUDIENCE PARTICIPATION

No written comments were received.

#### CONSENT AGENDA

Councilor Cotterell moved to approve the following consent agenda items:

- A. Minutes of August 10, 2020 Meeting
- B. Minutes of August 17, 2020 Work Study Meeting

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

#### EXTENSION OF DECLARATION OF EMERGENCY IN THE CITY OF ROSEBURG

Ms. Messenger stated the Governor had extended the State of Emergency for the State of Oregon for an additional 60 days to September 4, 2020 as the COVID-19 pandemic continued to pose a threat to the health and safety of Oregonians. As this threat also existed in the City of Roseburg, and executive orders were still in place that affected citizens, it was likely the Governor would again extend the State of Emergency for the State. Based on that, an extension of the citywide declaration of emergency was warranted. The effects of the pandemic had changed daily and adopting the Order to extend the declaration of emergency in the City would continue to provide the City with the tools to respond quickly. Councilor Cotterell moved to Adopt Order No. 2020-03, extending the Declaration of Emergency in the City of Roseburg with an expiration date of December 31, 2020. The motion was seconded by Councilor Cox and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Prawitz and Zielinski voted yes. Councilor Hicks voted no. Councilor Hicks explained her reason for voting no was out of concern for the amount of businesses that closed in the last few weeks and how it hurt the community with loss of employment and income. She hoped for

a way to regain the reigns against the Governor's mandates and have authority to reopen businesses in the community and get people back to work. She felt this extension allowed the city to apply for aid, but citizens were not getting a bail out. Citizens counted on them to represent and stand up when the consequences were outweighing what was going on. Councilor Hicks would like Council to stand together as a team to help Roseburg move forward and get out from under the State mandates.

#### ODOT SAFE ROUTES TO SCHOOL PROGRAM – GRANT APPLICATION

Mr. Perkins reported that 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 had been programmed in the competitive infrastructure grant program. ODOT accepted grant applications for infrastructure projects intended to reduce barriers for students walking and biking to schools. Staff proposed submitting an application for an improvement project on Douglas Avenue east of Deer Creek. Douglas Avenue was a narrow street with no shoulders on either side. Improvements could 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 ran along the east side of Eastwood Park to a pedestrian bridge that crossed Deer Creek and connected to the elementary school. Douglas Avenue was identified as a critical route in the adopted Bicycle and Pedestrian Plan. Currently, students were 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. The current SRTS grant application amount was approximately \$1,921,000 and not all construction elements were 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 included funding in the Transportation and Sidewalk/Streetlight Funds to be utilized as a grant match and this area and project had been included in the Diamond Lake Urban Renewal Plan. In response to Mayor Rich, Mr. Perkins confirmed the City would be notified in November 2020 regarding grant approval and if a lesser amount was awarded, they could not proceed with the project. In response to Councilor Hicks, Mr. Perkins confirmed the construction would be going east from the bridge on Douglas Avenue and not near the Oddfellows Cemetery.

Ms. Messenger said before the Mayor read aloud emailed public comments received regarding the project, Mr. Perkins had information to share. Mr. Perkins reported a speed reduction request was the most popular comment. Under the statute of state law, speed limit changes had to go through a process by sending the request to the Oregon Department of Transportation (ODOT). On July 30, 2020, he sent a request to have the speed reduced from 35 miles per hour to 25. Regarding the bridge, the City already received funding through ODOT to design a new bridge on Douglas Avenue and would apply for funding to help with construction costs. Unfortunately, that takes time and would most likely not come to fruition until 2025 or 2027. The City had a good chance to be successful for the grant because of the design project. The grant will be due in October 2020.

Mayor Rich read the following comments provided via email prior to the meeting:

Peggy Madison, Douglas Avenue, supported bike lanes, sidewalks and speed reduction on Douglas Avenue to make walking and biking to school safer for children. With the addition of new apartments on Douglas Avenue, there had been an increase of people on the street making it more dangerous for people crossing the street and backing their car onto the street. Ms. Madison asked Council to consider adding a sidewalk or bike path to the existing bridge or on the outside of the bridge on Douglas Avenue for safety concerns of residents walking to Rifle Range Road, Eastwood Park or Eastwood Elementary School. The sidewalk was too narrow for adequate space and safe use over the bridge.

Andy and Carla Chase, Douglas Avenue, supported a speed limit reduction to 25 miles per hour on Douglas Avenue and enforcement.

Burt Tate, Bike Walk Roseburg, supported the Safe Route to Schools Grant. He conducted a door-to-door survey in regard to a reduced speed limit reduction to 25 miles per hour on Douglas Avenue and worked with residents to sign a petition for those in favor of the change. He informed residents to contact the City for inclusion in the Council meeting.

Jim O'Neil, stated traffic issues and speed on Douglas Avenue needed addressed. Since the reconstruction of Stephens Street to Diamond Lake Boulevard, he noticed an increase in traffic on Douglas Avenue and was concerned it would be worse when the new apartments were complete.

John McLean, supported a speed limit reduction to 25 miles per hour on Douglas Avenue and stated it was a quality of life issue for residents while becoming more densely populated. Eastwood School and Park were located on the street and the speed was a safety concern.

Richard Cremer, Attorney at Law 1213 SE Douglas Avenue, supported a speed limit reduction to 25 miles per hour on Douglas Avenue and offered Roseburg Police to use his driveway for radar enforcement if needed.

Mr. Perkins explained that one person asked to have the entire length of Douglas Avenue changed to the 25 miles per hour. Once the road was beyond city limits it belonged to Douglas County and they declined to seek a reduction in speed since the majority of their section was industrial. Councilor Cotterell moved to authorize submission of a grant application for the Safe Routes to School Program for improvements to Douglas Avenue. The motion was seconded by Councilor Prawitz and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no. Councilor Hicks commented she was very supportive of the project and wanted to make sure any missing sections of sidewalk on the road would be addressed.

#### WASHINGTON AVENUE BORE CROSSING, PROJECT 20WA05 CONSULTING SERVICES CONTRACT RECOMMENDATION

Mr. Perkins explained the Washington Avenue Bridge was constructed in 1961 and 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 was supported under the bridge deck, hanging and exposed at either end of the bridge. The pipe had experienced severe coating failure and corrosion and required 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 which required additional engineering costs, and an amendment to the engineering contract with Murraysmith.

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. A Request for Qualifications was issued on May 28, 2020, and three Statements of Qualifications (SOQ) were received on June 18, 2020. The SOQ's were ranked by a review committee consisting of three Public Works staff members. Staff's intent was 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. Staff negotiated a scope and fee for consulting services through design, bidding, and construction for an amount not to exceed \$278,960.00.

Councilor Hicks expressed concern about risking river disturbance, harming the salmon habitat and other wildlife, and water quality. She suggested keeping the piping under the bridge to have less environmental impact. Mr. Perkins assured Council there were no environmental impacts by boring thirty feet below the river in solid rock. A geotechnical report would be provided and this type of project would only need to be done once, was safer and would last longer. Ms. Messenger explained a similar project like this was done in the Laurelwood area in 2016 that was FEMA funded, and also went under the river thirty feet with no impacts. In response to Councilor Cole, Mr. Perkins explained when the City received bid packages they were reviewed to determine qualifications, value and cost. Only proposals were received for this project and the one chosen would go through negotiations for a fee and surveys would be conducted where the piping would enter and exit the river. Mayor Rich wanted to know if an issue arose with the piping, would it affect residents downstream from the project site. Mr. Perkins stated if one pipe gets cut then the rest of the system would not go down. Councilor Hicks said it was irrelevant that this type of project had been completed elsewhere on the river because this suggested location was important and they needed to improve the river quality, not jeopardize it.

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

STANDBY POWER GENERATION, PROJECT 20WA03 CONSULTING SERVICES  
CONTRACT RECOMMENDATION

Mr. Perkins stated that 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 had approximately one (1) day of water storage available in the main pressure zone reservoirs. During the power outage, the WTP was unable to produce water, and storage capacity was depleted to approximately 50 percent.

In August of 2019, the City contracted with RH2 Engineering, Inc. to conduct a study. Staff identified seven locations that were 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 was where the City's fueling facility was located and was critical for responding in the case of an emergency and also housed the City's backup computer server system. Facilities evaluated in the report included: Winchester Water Treatment Plant, Public Works Maintenance Facility, Reservoir Hill, Dixonville Pump Station No. 2, Garden Valley Pump Station, Hawthorne Pump Station, Kline Pump Station, and Ventura Pump Station. Summarizing the Consultant's recommendations, the following 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. Staff negotiated a scope and fee for consulting services through design, bidding, and construction for an amount not to exceed \$198,588.00. In response to Councilor Hicks, Mr. Perkins confirmed the purchase included four units. Mayor Rich asked which facility was down during the snowstorm. Mr. Perkins explained the Water Treatment Plan was down, but people were served by gravity with some not receiving water while the pump was out, but around 80% of water customers still had water.

Councilor Cotterell moved 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. The motion was seconded by Councilor Hicks and approved with the following vote: Councilors

Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

#### 2020 STORM CIPP PROJECT BID AWARD RECOMMENDATION – 20PW19

Mr. Perkins discussed that 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 consisted of rehabilitation of approximately 1030 lineal feet of storm drain pipe ranging from 27-inch to 60-inch diameter. The project also included the rehabilitation of approximately 430 lineal feet of older galvanized corrugated metal pipe. Construction would 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.

Four bids were received from Insituform Technologies, National Plant Services, Inc., Michels Corporation and Whitaker Construction. In response to Mayor Rich, Mr. Perkins stated Michels Corporation had a headquarters in Wisconsin with facilities all over the country and Salem, Oregon being the closest location. Essentially, this project saved a lot of money by placing new pipe inside an old one so excavation was not needed. He provided the example of thinking about Home Depot's parking lot and the amount of money, time and expense it would take to tear up the parking lot to replace a pipe.

Councilor Hicks said it was a lot of money during a time of emergency with the COVID-19 pandemic. Mr. Perkins assured Council this would be from the storm drain fund, which could not be used for anything else. The cost was expensive, but still cheaper than opening the ground. Councilor Cotterell moved to award the 2020 Storm CIPP Project to the lowest responsible bidder, Michels Corporation, for \$657,729.00. The motion was seconded by Councilor Prawitz and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Prawitz and Zielinski voted yes. Councilor Hicks voted no. Councilor Hicks explained her vote was because the project was expensive and did not make sense to spend the money during the pandemic.

#### AMERICA'S WATER INFRASTRUCTURE ACT RISK AND RESILIENCE ASSESSMENT STUDY

Mr. Perkins reported 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 needed to be reviewed and updated on a five-year cycle. The City of Roseburg served a population of approximately 30,000 customers. Mandatory compliance dates were based on the population served. While the reports did not actually have to be submitted to the EPA, the City had to certify to the EPA that the RRA and ERP was completed by June 30, 2021, and December 31, 2021, respectively.

In response to Councilor Hicks, Mr. Perkins explained the City was not required to send a report to the EPA due to how many water systems were in the United States and not having the time to read all the reports. The City just had to certify our part was completed. Ms. Messenger added risk assessments were not released to the public but the Water Master Plan was available on the City website and if the information was available she would forward to Council. Mr. Perkins responded to Mayor Rich that they were looking at the system and how it would be protected electronically. Councilor Cotterell moved 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. The motion was seconded by Councilor Hicks and approved with the following vote: Councilors Cole, Cotterell, Cox, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

#### UMPQUA UNITED SOCCER CLUB FIR GROVE SOCCER COMPLEX PROPOSAL

Mr. Perkins explained that 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 included 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, drainage, relocation of conflicting utilities, and more. Having artificial turf and lighting in place would allow for greater multi-purpose use throughout the year.

Mr. Perkin stated one of the conditions that historically had been set by the Parks Commission and City Council for projects done by independent organizations was that all funding for the project must be secured prior to construction beginning. UUSC had requested permission to negotiate a new 20-year lease with the City in order to assure potential funding partners that their investment would benefit the community for the long term. It was UUSC's intent to raise funds for this project. No significant financial or resource impacts were expected for the City. The Parks Commission discussed this item at the August 5, 2020 meeting and recommended the Council approve the request to improve the Fir Grove Soccer Complex, with the condition that all funding was secured prior to beginning construction of the project, and to negotiate a 20-year agreement. Staff concurred with this recommendation and believed it was the first of several steps in the process.

Mayor Rich reviewed the diagram and wanted to know which would have turf, would sports be year-round and would other sports be included. Mr. Perkins confirmed turf would be determined by the success of their fundraising. The goal was to turf the two large fields and the small ones would remain grass. Turf could be used year-round and open options for other sports. Councilor Prawitz suggested a fence to keep cars off the fields and noted this would be a benefit to the community and was excited to see the project move forward. Councilor

Hicks said many people used the path as a connection to the Veterans Administration Campus or to walk their dogs and agreed fencing was needed to keep people and pets off the turf. If this allowed more competitive sports or tournaments it could become an attraction for Roseburg. Councilor Hicks explained she wanted to preserve all the green space in parks and suggested grass to remain near the SplashPad. Mr. Perkins confirmed grass would remain by the SplashPad and playground.

Mayor Rich read the following comment provided via email prior to the meeting:

Lance Colley, JMEC Consulting, supported potential improvements to one or more soccer fields at the Fir Grove section of Stewart Park. It was the expectation that fields would be multi-use space to accommodate competitive and recreational soccer as well as other local competitive recreational sports. A long term operating agreement will need to be in place with the City that would allow the organization to move forward with a fundraising campaign to raise adequate resources to compete the project. He offered to provide additional information if needed.

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

ITEMS FROM MAYOR, CITY COUNCIL AND CITY MANAGER

Councilor Hicks shared her concern for people driving on the Deer Creek pedestrian bridge and the lack of space to turn a vehicle around at the end of Pine Street that leads to Mr. Woodard's property. Councilor Hicks posed the question of who would clean up the riverbanks from campers that leave bicycle parts, containers, soiled clothing and trash. There was a lot of activity on the riverbanks and it was going to affect the river, especially when the rain comes back. The river was a priority and she hoped it would be addressed quickly. Councilor Cotterell reminded Councilor Hicks the City was not allowed to disturb camps and did not have staff to clean the riverbanks.

ADJOURNMENT

The meeting adjourned at 9:13 p.m.

Koree Tate  
Management Assistant

**MINUTES OF THE WORK STUDY SESSION MEETING  
OF THE CITY COUNCIL  
August 31, 2020**



Mayor Larry Rich called the Work Study Session Meeting of the Roseburg City Council to order at 6:05 p.m. on August 31, 2020 in the City Hall Council Chambers located at 900 SE Douglas Avenue in Roseburg, Oregon.

ROLL CALL

Present: Councilors Beverly Cole, Bob Cotterell, Sheila Cox, Alison Eggers, Linda Fisher-Fowler, Ashley Hicks (via Zoom), and Andrea Zielinski.

Absent: Councilor Brian Prawitz

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Jim Forrester, Finance Director Ron Harker, Library Director Kris Wiley, Human Resources Director John VanWinkle, Public Works Director Brice Perkins, Fire Chief Gary Garrisi, Police Chief Gary Klopfenstein, Communications Specialist Eric Johnson, Management Assistant Koree Tate, Dan Bain of the News Review and Kyle Bailey of KQEN Radio.

SPECIAL PRESENTATION – DAN BAIN PROCLAMATION

Mayor Rich announced Dan Bain had been a familiar voice and face in the City of Roseburg as a sports announcer, radio DJ, radio and television news reporter, newspaper journalist and had a long history of civic engagement. He proclaimed September 4, 2020 as Dan Bain Day in recognition of his many contributions to the community and urged all citizens to honor Dan on that day. Mr. Dan Bain thanked Council for the recognition and shared his surprise as he thought it was another late night assignment, but he appreciated the acknowledgement. Mayor and Council congratulated him on his retirement.

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

Mayor Rich explained the meeting was devoted to hear public feedback and ideas, City Staff input and Council thoughts, reflections and top three ideas to help mitigate the homeless issues in the community.

PUBLIC PARTICIPATION

Max Stafford, 582 Glengary Loop, Roseburg, explained he was familiar with the unhoused situation and established the Oxford Houses in the early 2000s. During his work with the homeless he noted zoning issues were a problem and was happy to hear City Staff discuss a language change in the Municipal Code to help alleviate the problem. He had spent time at Medford's Rogue Retreat to review their program and was invited to sit in during their board meetings to acquire information to potentially establish something similar in Roseburg. There were many resources available in Roseburg and he felt the city was small enough to get a handle on the situation. Mr. Stafford suggested finding a way to intersect all the resources at a hub location to track each person in the program like they do at Rogue Retreat. He reminded Council of how the Skate Park provided a place for skateboarders to go rather than the streets. If there was a place for people to camp then the whole city would not be used as a campground. The level of transition was one thing that was lacking as a resource and if they started looking at why someone was homeless it could be easier to set up options.

09/14/2020

Liz Talisman-Cady, 3858 Joe Avenue, Roseburg, previously worked for Douglas County Mental Health and Adapt. Homelessness was a complex problem and at least 80% had co-occurring addictions and mental health disorders. Many people with addiction issues stayed in that mode until there was a good reason not to continue, or it killed them. Almost all her clients were mandated or referred and when substance abuse treatment was tied in with mental health treatment, it was the most successful. Many people treated with medications did not like taking them because of side effects, but it was the best way to measure the risks and benefits. She proposed the following potential solutions: 1) Pass a City ordinance making sleeping in public or without a known address illegal, fine them for the first two offenses and refer to a community service, work or treatment option; 2) Develop a program of supervised work earning temporary housing that would have supervision; and 3) Develop a program of mandating co-occurring treatment for those who could be identified as being in need of it, and to refer them to an agency for assessment and to treat their issues or diagnosis.

Jon Nutter, Hucrest Community Church Lead Pastor, Roseburg, said they were ready to actively partner in mobilizing resources to assist in efforts for the significant social concerns in the community. Of particular concern was the wellbeing of families and unaccompanied youth in crisis or transition because they were sometimes hidden or not in the system. Chronic homelessness and chronic behavior was a problem and they were ready to support, assist and mobilize others in faith for whichever interventions were chosen by Council. If Council chose to proceed with solutions, like low barrier shelters or tiny homes, many in the faith community would assist and support the idea, even financially. They were willing to help those on the side of the road and hoped that if Council formed a Commission, they could be included. He would like to see nonprofit groups and agencies establish a navigation center and bring new ideas forward to Council for authorization.

Raymond Pieren, 944 NW Hill Avenue, Roseburg, stated the homeless issue was a nationwide problem and not just in Roseburg. He had been working with the railroad for cleanup efforts of their property by Micelli Park. He took photos of the area and shared them with Council to show how the trash issue was out of control. Cleanup efforts had been costing the railroad thousands of dollars and included other cities besides Roseburg. He agreed with others that there was a large population of the unhoused with mental health problems and encountered them frequently. The Police Department had their hands full and should not be considered as mental health workers and the jail was not helping their situation. He felt it was important to get the area cleaned up before the weather changed and forced the trash in the river that would ultimately harm fish and wildlife.

Betsy Cunningham, 805 SE Stephens Street #208, Roseburg, explained she was part of an organization to help people obtain housing. It was not about ending homelessness or providing low income housing, but providing advocacy at the systemic policy level when finding barriers. There were barriers that needed to be reduced or eliminated by providing evidence based solutions. First, she asked Council to make decisions based on data so outcomes could make a positive impact and not just make someone feel good in the short term. Housing was very important because ending homelessness was not an option without housing. She suggested reviewing last year's Homeless Study regarding policy changes that could be made to address the need for housing and not for just the chronically homeless. People living outside caused problems and had been for many years. Bathrooms and trash cans were needed to help with the problem. She suggested decriminalizing homelessness and creating an organized safe

place for people to go. A Homeless Commission would also be a good place to start the process to move things forward in the community.

Bill Coopride, 222 NE Rifle Range, Roseburg, discussed his concern with the Dream Center moving to Diamond Lake Boulevard. The new location would be by his backyard, which created concern from how the downtown area experienced vandalism and break-ins. People lived and slept downtown and he did not want that by his home. He asked if the Police Department would provide more patrols in the area. It used to be a safe place and he was now concerned it would no longer be secure or safe. He spoke to the Dream Center and was assured the issues in downtown would not be a problem in the new area. He questioned that response because he knew people would hang around waiting for their next meal and did not want them jumping his fence or causing issues for his family. Mayor Rich offered Mr. Coopride to call him to further discuss his concerns.

Bernard Woodard, 3261 NE Follett, Roseburg, explained the items Staff suggested in the Council Agenda would not be enough to alleviate the homeless situation. As a land owner along Pine Street, he discussed how patrons staying in his rentals complained about the homeless in the area stating they did not feel comfortable or safe. In reference to allowing a location for car camping, he wanted to bring forth the issue that many homeless did not own a vehicle and that option would not be of great assistance. Warming and cooling centers were only open on specific days of the year, so he wanted to know about the rest of the days. There needed to be another solution for camps, but in places where people could, by their own desire, work and build their own tiny home or shelter in different parts of the city or just outside city limits. The homeless needed to be able to choose to change their life and not be forced.

#### PUBLIC PARTICIPATION VIA EMAIL SUBMITTALS

Philip Suarez had been providing homeless ministry in Roseburg for almost two years and shared his concerns. First, there were times when women could not communicate and suggested a place for a shelter or campground that would be safe to take them to sleep and get away from potential abuse. Second, people were being released from the hospital with insufficient clothing. He suggested local Police and Fire Departments call the ministry when finding someone inadequately clothed in the winter.

Ron Ertler recently moved to Roseburg from Portland. Solutions were multifaceted to include mental health solutions with trained counselors on the street, laws to protect businesses and residents, a planned district that provided services to the unhoused and counselors offering information that put the homeless on a better path. He suggested the City find property that could accommodate homeless families where they would have food, counseling, work, and assistance providers located nearby to help them get on their feet. Once homeless, it was difficult to get out of it. Mr. Ertler felt businesses and citizens were willing to pay for a plan that removed problems and provided solutions to bring an end to homelessness, mental health and drug related issues. Ideas to move forward would be: have programs and counselors to assist in resolving their problems; provide needed tools, identification, contact numbers, temporary residency and a plan to become independent; provide an area for services; separate families from other unhoused; identify uncooperative individuals and escort them on their way; provide shelter; and make them responsible for governing their community.

Stephanie Hale, Roseburg, suggested a mandatory rehab program for those arrested with drugs in their system for 30, 60 or 90 days. She suggested having those in rehab pick up trash on the street corners, wash sidewalks and volunteer on local farms. They needed to be held accountable for their actions and if someone goes through the program two or three times, they should get a three strikes laws where they were then placed in prison. Ms. Hale suggested seeking community volunteers to go through a training program to help counsel people on the street and in the shelters. Because many homeless were both mentally ill and chemically addicted, it was important to get to the root of their problem, get more funding for mental health and have a place for them to stay that was all government run. By opening availability on short-term rentals, low income rentals and private homes having rentals, the City could begin to house more people who want to live in Roseburg. Pricing to obtain a rental had risen and had made it be more difficult for people to obtain. Ms. Hale felt non-profit agencies should use their resources to help the homeless with housing, obtaining qualified jobs and establishing a bank account. Community members had been generous and thought GoFundMe accounts could be established for families in need. It seemed as though the community wanted the homeless to try so they could obtain purpose and flourish. Police needed to be held accountable to protect and serve and come together to work on the issue. She shared an unfortunate story of a friend who was mistakenly arrested after being drugged and raped and suggested compassion rather than dissuasion during someone's time of crisis. Residents of Roseburg have civic pride and want to help, but need direction and guidance from leaders.

#### STAFF INPUT

Ms. Messenger explained Staff began the process of preparing draft Municipal Code language related to temporary shelters and other temporary housing for Council consideration. The city had limited resources and could not provide direct service that was needed, but could help others with their services. Much of the work by Staff was covered under Council's Goal #1 action items that included: Prioritizing recommendations from the Housing Needs Analysis; Implementing House Bill 2001 provisions; Pursuing Urban Growth Boundary Swap; and Continue Urban Renewal Multi-Family Housing Incentives. It would be difficult to move the needle of change without additional funding. The City needed to be strategic with funds and possibly direct grants or incentives for rapid housing or infrastructure improvements. With the COVID-19 relieve funds available for agencies, it was helpful but short term. Rogue Retreat was successful because they had 24/7 supervision and that took a lot of funding. Another point was to find land or donated land that could be identified for temporary housing. The City of Medford did not own the land for the Urban Campground, but created an arrangement with the land owner to keep it mowed and clear of abatement issues while in use. Building relationships with others was key to move forward with any process.

Ms. Messenger suggested four options to help with the unhoused issue:

1. Code Amendment and Policy changes to address vehicle camping, emergency shelters and defining a homeless shelter.
2. Strategic funding directly through things like grants, COVID relief funds (available through 12/31/20), or indirectly through incentives. May consider implementing a revenue source such as a construction excise tax.
3. Identify land for possible uses for housing options.
4. Participation with community groups engaged in providing services.

Council directed Staff to continue moving forward with developing code amendment/programs involving: emergency shelters/warming centers; authorized vehicle camping; and definitions of uses described within the zoning code involving homeless types of uses/services.

### CITY COUNCIL INPUT AND DISCUSSION

Mayor Rich began the discussion by providing his thoughts about the unhoused. First, there were many services available in the area for homeless individuals. Most homeless people wanted help, but the campers wanted to be left alone. He recalled Mr. Antis, Roseburg Rescue Mission, stated campers did not follow the rules because they wanted to do as they pleased. He personally discovered that while visiting the camps near Micelli Park and asked campers if they were interested in an agency for help and was told they wanted to be left alone or in a place where no one would come by and bother them. Next, there was a difference between a hand up and a hand out. A hand out was enabling unwanted behavior and not helping people change. Those providing a hand up helped people recover from addiction issues and out of homelessness. Mayor Rich said his final thought was how impressed he was with the Rogue Retreat model in Medford for their three services. A person could start at their Urban Campsite, then move to the shelter, then advance to a tiny home where they would hopefully transition to permanent housing within six months. There were rules, expectations and constant supervision. If a person was antisocial and not ready to receive help then they would not be allowed in.

Mayor Rich suggested three options to help with the unhoused issue:

1. Start a Homeless Commission comprised of agencies, organizations and government bodies that work with the homeless or housing.
2. Rogue Retreat Model including Tiny Homes, Shelter and Campground.
3. Focused enforcement on the unhoused who were engaging in criminal behavior.

Councilor Eggers said she had missed some meetings but since starting with City Council in 2014, this had been a topic on her mind. She also toured the Rogue Retreat facilities and noted Medford had a population of 86,000 people and a County of 221,000 people. Roseburg was just under 25,000 people with Douglas County at 110,000. Medford was able to keep 281 people off the street, but discussed the amount of money it would take to begin a similar program. It was \$650,000 to build the tiny homes, another \$30,000 to manage it and the shelter was \$850,000 a year to facilitate. It was well organized, but Roseburg needed to find the right nonprofit to step in and create something similar here.

Councilor Eggers suggested three options to help with the unhoused issue:

1. Will take a community effort with local agencies involved to address all issues.
2. Steering Committee including a representative from Rogue Retreat if possible to assist with direction.
3. Low barrier shelter.

Councilor Fisher-Fowler explained she had explored different suggestions and ideas, but it was easy to get scattered in the efforts so it was important to narrow it down. Councilor Fisher-Fowler suggested three options to help with the unhoused issue:

1. Multi-agency resource center run by an agency, not the City
2. Homeless Commission – explore successful programs from other areas
3. Communication with legislators regarding mental health reform and state level process

Councilor Cole went to Medford to participate in the Rogue Retreat tour and was impressed with their programs. She liked the idea of their Clean Sweep program to incentivize the unhoused to help cleanup areas for local gift cards such as a \$10 Walmart card. It was important to work with people to help change their life, otherwise it was a waste of time. There were many resources in Roseburg, but she was concerned there were competing programs when they should be working together to accomplish one goal. Many employees at the Medford Shelter were previously homeless, went through the program and then wanted to give back to others as a contributing member of society.

Councilor Cole suggested three options to help with the unhoused issue:

1. Homeless Commission including representatives from local agencies and the City, to set goals.
2. Campground.
3. Navigation or Resource Center.

Councilor Cox said she appreciated those in the community who took the time to come forward and share thoughts and visions regarding the unhoused. She appreciated Council and Staff who took the time to tour Rogue Retreat and felt they learned the most from that than anything else. She felt a safe space was needed along with housing in the area.

Councilor Cox suggested three options to help with the unhoused issue:

1. Commission that includes discussions about homelessness as well as housing needs. Look at grants and programs, and involve the faith community.
2. Agency coordination to provide counseling options.
3. City can contribute to get things going, but any programs must be run by other agency.

Councilor Zielinski shared her appreciation to Mr. Dunham for sharing his experience and frustrations, in a previous Work Study Meeting, regarding the struggle to find housing while living in a hotel. He was a real person trying to navigate the system and it was important to hear from him and others in the community. She wished they would have started the process years ago to be ahead of the curve and to have some of the local agencies be more inclusive and remove the red tape. If someone had empty beds and people were ready to make a life change, then there needed to be more efforts to help. It was important to work together and not against each other.

Councilor Zielinski suggested four options to help with the unhoused issue:

1. Housing and Homeless Commission which includes a community member as well as agency representatives.
2. A Safe Space to tent or car camp, with trash receptacles and toilets, showers or shower trailers, and the ability for tenants to secure their belongings while they go out and look for work or to access services.
3. Resource or Navigation Center.
4. Shelter option for families.

Councilor Cotterell explained that mental health issues, drug and/or alcohol addiction, or any combination of those seemed to be the most common denominator for homeless individuals with bad behavioral tendencies. Those issues tend to contribute to their homeless state and that was often the consequence of those problems. Organizations that enabled those

behaviors without any consequences were also part of the problem. "Just loving them" was not going to change their behavior, but could create the expectation that someone else would take care of their basic needs. Out of the solutions suggested, he was most impressed with groups that provided a hand up for those displaying socially accepted behavior, no alcohol, no drugs and a regularly scheduled routine. He did not agree with using Casa de Belen's building due to their charter for sheltering youth and felt a co-mingling with adults was not a good idea. After weeks of reflection he believed a City Commission dealing with homeless issues was important. He would like quantifiable data from each program to better learn what was effective and what did not work. He knew they could not solve everyone's problems, but he believed they were heading in a good direction and gathered enough information to make sound decisions.

Councilor Cotterell suggested three options to help with the unhoused issue:

1. A 3-tiered approach such as the Rogue Retreat model (campground, shelter, tiny homes)
2. Navigation Center to help people with documentation and getting the services they need.
3. City Commission on Homelessness which would include updates to the Council and would hold members accountable. This would involve staff time.

Councilor Hicks said she was thankful Council held a series of Work Study Session to review the unhoused issues. She thanked those from the community who emailed comments and came forward at the meetings to discuss their concerns and ideas. She was grateful some of Council was able to tour Rogue Retreat because she appreciated her previous tour through the League of Oregon Cities to visit Eugene's Opportunity Village along with a couple rest stop camps. It was nice to see a safe space for people to leave their belongings while seeking employment. She was concerned the City was only weeks away from having a housing crisis that could be a city-wide emergency. Rain would be returning, people displaced and if things were not cleaned up, trash would end up in the rivers.

Councilor Hicks suggested three options to help with the unhoused issue:

1. City Commission on Housing to address affordable and permanent housing.
2. Low Barrier Emergency Shelter for the homeless at high risk for COVID-19.
3. City run full-time cleaning crew.

Councilor Prawitz, provided via email prior to the meeting, said it was clear to him that for the City to improve access to services for the unhoused, it would require a deliberate approach to benefit people in different situations. For instance, someone in addiction who chose to camp was not going to be helped directly by new housing developments. The Sobering Center and Mental Health Respite Center should provide additional tools for law enforcement, giving them more choices on how to manage intoxicated or mentally ill citizens for which they come in contact. The entire system would benefit from the recent news of the successful Impacts Grant, and now, through the process the City had gone through, more people were aware of the organizations and people involved in a wide range of services available to the unhoused or addicted, and to those who were trying to find help in the community. A couple of things he would always remember from this process were: 1) the statement "It's easier to find drugs than help in Roseburg," and 2) no matter what we do, we will be criticized. His goals were to first and foremost avoid going through this process only to see them do the wrong thing. He also

did not want to create anything that required the City to get into the business of providing direct services to the homeless population.

Councilor Prawitz suggested three options to help with the unhoused issue:

1. Find a way to help Casa de Belen serve as clearinghouse for services and to serve as a family shelter.
2. City Unhoused/Homeless Commission with the Mayor serving as Chair.
3. Emergency and transitional housing – 10 Conestoga huts for a sleep center pilot project modeled after Walla Walla or Hope Village.

Mayor Rich explained a tabulation of Council suggestions would be created by Ms. Sowa and provided at a future meeting to discuss and vote which items to approve from the list. He suggested approving short term and long term goals.

#### FOLLOW-UP FROM LOCAL AGENCIES

Mayor Rich noted Council VA Mental Health provided written responses to questions from a previous Work Study Meeting and information was provided by St. Vincent DePaul.

#### ADJOURNMENT

Mayor Rich adjourned the meeting at 8:01 p.m.



Koree Tate  
Management Assistant

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### SUPPLEMENTAL BUDGET AND APPROPRIATION REVISIONS FOR THE GENERAL AND GRANT FUNDS, FISCAL YEAR 2020-21 RESOLUTION NO. 2020-18

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**Meeting Date:** September 14, 2020  
**Department:** Finance  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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#### ISSUE STATEMENT AND SUMMARY

In order to comply with Oregon Budget Law and to properly account for the receipt and expenditure of Federal CARES funding through a State of Oregon Grant, the City needs to adopt a resolution which recognizes the revenues and offsets them with a corresponding increase in appropriations. It is proposed to split the remaining funding between the General Fund (7%) and the Grant Fund (93%).

#### BACKGROUND

##### **A. Council Action History.**

No prior council action exists.

##### **B. Analysis.**

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

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

Grant Provisions

On July 27, 2020, the City entered into a grant agreement with the State of Oregon that makes available \$771,520 for mitigating COVID-19 pandemic costs. Funding comes from the Federal CARES Act through the Coronavirus Relief Fund.

In support of local government actions in the statewide fight against the Coronavirus, the funds may be used to cover costs that are:

1. 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 City's budget most recently approved as of March 27, 2020; and
3. Were incurred during the period that begins March 1, 2020, and ends on December 30, 2020.

Nonexclusive examples of eligible expenditures may include:

1. Medical expenses such as:
  - COVID-19 related expenses of public hospitals, clinics, and similar facilities.
  - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
  - Costs of providing COVID-19 testing, including serological testing.
  - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
  - Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.
2. Public health expenses such as:
  - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
  - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protective services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
  - Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health and safety.
  - Expenses for public safety measures undertaken in response to COVID-19.
  - Expenses for quarantining individuals.
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

4. Expenses of actions to facilitate compliance with COVID-19 related public health measures, such as:
  - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
  - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
  - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 health precautions.
  - Expenses for providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
  - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
  
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
  - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
  - Expenditures related to State, territorial, local, or Tribal government payroll support program.
  - Unemployment insurance costs related to COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
  
6. Any other COVID-19 related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Funds may not be used to fill shortfalls in government revenue to cover expenses that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

Grant Use to Date

To date (includes previous fiscal year reimbursement), the City has sought and received \$78,572 in reimbursement of COVID-19 related costs under the grant; reimbursements have been received for the following classifications:

<u>COVID-19 Expense Category</u>	<u>Amount</u>
Medical & Protective Supplies	\$ 10,529
Disinfecting Public Areas & Other Facilities	3,039
Public Safety Measures	8,660
Paid Sick & Paid Family & Medical Leave	36,344
Economic Supports	20,000
Total:	<u>\$ 78,572</u>

As these costs cover the total granting period, which covers two fiscal years, the remaining balance to be recognized and appropriated for the 2020-2021 fiscal year is \$700,000.

Proposed Adjustments

Since there has been and there remains a potential for payroll costs associated with “Paid Sick & Paid Family & Medical Leave” through December 2020, it is prudent to allocate a portion of the grant funds to the General Fund. An allocation of \$50,000 to the General Fund for these costs and other related costs is proposed at this time.

It is proposed that the remaining balance of \$650,000 be recognized and appropriated in the City’s Grant Fund in an effort to centralize the program activities, provide management efficiencies and provide program transparency. It is proposed to appropriate the balance between materials & services and capital outlay in a 93/7 split. Materials and services would receive an additional \$625,000 for medical and protective supplies, disinfecting public areas and other facilities, public safety measures, and economic supports. Capital outlay would receive \$25,000 to facilitate capital improvements meant to address COVID-19 impacts such as moving the electrical drops at the library so that computer stations can be relocated six feet apart.

In order to accommodate these changes, the following adjustments are proposed:

*General Fund (100)*

Revenues	
Intergovernmental .....	\$ 50,000
Appropriations	
Administration Department.....	\$ 12,500
Parks Department .....	12,500
Police Department.....	12,500
Fire Department .....	<u>12,500</u>
Total Appropriations Increase .....	\$ 50,000

(Changes in revenues and appropriations are offsetting, thereby maintaining a balanced budget)

*Grant Fund (220)*

Revenues	
State Grants .....	\$650,000
Appropriations	
Materials & Services .....	\$625,000
Capital Outlay .....	<u>25,000</u>
Total Appropriations Increase .....	\$650,000

(Changes in revenues and appropriations are offsetting, thereby maintaining a balanced budget)

**C. Financial/Resource Considerations.**

Since the grant is a full reimbursement grant, COVID-19 expenses are fully offset by the revenue; therefore, there are no negative financial impacts.

**D. Timing Considerations.**

Oregon Budget Law requires that appropriation authority be granted prior to the use of appropriation authority, and as these projects are currently being managed it is prudent to take these actions to ensure full compliance with Oregon Budget Law. Additionally, as the funds need to be fully expended by the end of December, or they will be returned to the federal government, and the State will be looking for full commitment of the funds in October, it is prudent to proceed as quickly as possible with mitigation efforts.

**COUNCIL OPTIONS**

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

**STAFF RECOMMENDATION**

Given the need to comply with Oregon budget law, it is staff's recommendation to adopt the attached resolution as written.

**SUGGESTED MOTION**

***"I move to adopt Resolution No. 2020-18 authorizing supplemental budget revisions for fiscal year 2020-21."***

**ATTACHMENTS:**

Attachment #1 – Resolution No. 2020-18 entitled "A RESOLUTION AUTHORIZING A SUPPLEMENTAL BUDGET AND BUDGET APPROPRIATION REVISIONS FOR FISCAL YEAR 2020-21"

**RESOLUTION NO. 2020 – 18**

**A RESOLUTION AUTHORIZING A SUPPLEMENTAL BUDGET AND BUDGET  
APPROPRIATION REVISIONS FOR FISCAL YEAR 2020-21**

**WHEREAS**, the City of Roseburg, Oregon adopted a budget and appropriated funds for fiscal year 2020-21 by Resolution 2020-11; and

**WHEREAS**, on July 27, 2020, the City entered into a grant agreement with the State of Oregon that makes available \$771,520 for mitigating COVID-19 pandemic costs. Funding comes from the Federal CARES Act through the Coronavirus Relief Fund; and

**WHEREAS**, to date, the City has sought and received \$78,572 in reimbursement of COVID-19 related costs under the grant; reimbursements have been received for the following classifications:

<u>COVID-19 Expense Category</u>	<u>Amount</u>
Medical & Protective Supplies	\$ 10,529
Disinfecting Public Areas & Other Facilities	3,039
Public Safety Measures	8,660
Paid Sick & Paid Family & Medical Leave	36,344
Economic Supports	20,000
Total:	<u>\$ 78,572</u>

As these costs cover the total granting period, which covers two fiscal years, the remaining balance to be recognized and appropriated for the 2020-2021 fiscal year is \$700,000; and

**WHEREAS**, since there has been and there remains a potential for payroll costs associated with “Paid Sick & Paid Family & Medical Leave” through December 2020, it is prudent to allocate a portion of the grant funds to the General Fund. An allocation of \$50,000 to the General Fund for these costs and other related costs is warranted at this time.

**WHEREAS**, the remaining balance of \$650,000 is to be recognized and appropriated in the City’s Grant Fund in an effort to centralize the program activities, provide management efficiencies and provide program transparency. The balance is to be appropriated between materials & services and capital outlay in a 93/7 split. Materials and services shall receive an additional \$625,000 for medical and protective supplies, disinfecting public areas and other facilities, public safety measures, and economic supports. Capital outlay shall receive \$25,000 to facilitate capital improvements meant to address COVID-19 impacts.

**WHEREAS**, ORS 294.471 provides a city may amend the current year adopted budget through the supplemental process when an occurrence or condition that was not known at the time the budget was prepared requires a change in financial planning; and

**WHEREAS**, publication requirements have been met as outlined by ORS 294.473 for a supplemental budget.

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

**Section 1** Resources and appropriations in the Fiscal Year 2020-21 budget shall be adjusted as follows:

	<u>Current</u>	<u>Amount</u>	<u>Amended</u>
General Fund (100)			
Resources			
Beginning Fund Balance	7,901,427	-	7,901,427
Intergovernmental	1,284,054	50,000	1,334,054
Other Revenues	<u>24,845,815</u>	<u>-</u>	<u>24,845,815</u>
Total Resources:	34,031,296	50,000	34,081,296
Appropriations			
Administration Department	2,752,331	12,500	2,764,831
Parks & Recreation Department	1,903,895	12,500	1,916,395
Police Department	7,830,923	12,500	7,843,423
Fire Department	7,583,193	12,500	7,595,693
Other Requirements	7,841,826	-	7,841,826
Ending Fund Balance	<u>6,119,128</u>	<u>-</u>	<u>6,119,128</u>
Total Appropriations:	34,031,296	50,000	34,081,296

To account for CARES funding to be received from the State of Oregon in response to COVID-19 expenses borne by the General Fund.

Grant Fund (220)			
Resources			
Beginning Fund Balance	88,159	-	88,159
State Grants	-	650,000	650,000
Other Revenues	<u>752,000</u>	<u>-</u>	<u>752,000</u>
Total Resources:	840,159	650,000	1,490,159
Appropriations			
Materials and Services	755,500	625,000	1,380,500
Capital Outlay	-	25,000	25,000
Reserved for Future Expenditures	<u>84,659</u>	<u>-</u>	<u>84,659</u>
Total Appropriations:	840,159	650,000	1,490,159

To account for CARES funding to be received from the State of Oregon in response to COVID-19 expenses borne by the City and used to mitigate its impacts.

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

**Section 3** This resolution shall become effective immediately upon adoption by the Roseburg City Council on September 14, 2020.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING  
ON THE 14<sup>th</sup> DAY OF SEPTEMBER, 2020.**

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**Amy L. Sowa, City Recorder**

**ROSEBURG CITY COUNCIL  
AGENDA ITEM SUMMARY**



**STEWART PARK PAVILION RENOVATION  
BID AWARD RECOMMENDATION – 19GR20**

**Meeting Date: September 14, 2020**  
**Department: Public Works**  
[www.cityofroseburg.org](http://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 Park Pavilion Renovation project on August 6, 2020. The issue for the Council is whether to award the construction contract.

**BACKGROUND**

**A. Council Action History.**

On April 22, 2019, City Council adopted Resolution No. 2019-05 supporting a grant application through the Oregon Parks and Recreation Department (OPRD) Local Government Grant Program for improvements to the Stewart Park Pavilion.

**B. Analysis.**

The City received a grant from the OPRD Local Government Grant Program to renovate the Stewart Park Pavilion. The pavilion was built around 1970. It has served the City and its residents well for many years, but is starting to show its age. The roof is leaking in several spots, and there is an immediate need to address those issues before further deterioration occurs.

The project will include the demolition of two existing stone fireplaces, removal and replacement of two trusses and associated roof purlins and sheeting. The project will also include the removal of the existing tile roofing and installation of new standing seam metal roofing and electrical lighting upgrades.

Four bids were received and are outlined below.

1. DSL Builders	\$119,875.00
2. Win Elder Construction	\$130,127.50
3. Meraki Construction	\$135,000.00
4. Zerbach Construction	\$177,219.80
<i>Engineer's Estimate</i>	<i>\$126,715.00</i>

**C. Financial/Resource Considerations.**

The FY 2020-21 Budget includes funding for the project as follows:

OPRD Grant	\$ 75,000.00
Stewart Trust Fund	\$ 40,000.00
Park Improvement Fund	<u>\$ 25,000.00</u>
<b>Total Funding</b>	<b>\$140,000.00</b>

Total project costs are estimated below:

Construction	\$119,875.00
Contingency (10%)	<u>\$ 11,987.50</u>
<b>Total Project Cost</b>	<b>\$131,862.50</b>

**D. Timing Considerations.**

If awarded, the Notice to Proceed will be issued by October 1, 2020. The contractor is allowed 45 calendar days to complete the project.

**COUNCIL OPTIONS**

The Council has the following options:

1. Award the contract to the lowest responsible bidder, DSL Builders, for \$119,875.00; 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 Parks Commission discussed this project at their September 2, 2020, meeting. The Commission unanimously recommended awarding the project to the lowest responsible bidder, DSL Builders, for \$119,875.00. Staff concurs with this recommendation.

**SUGGESTED MOTION**

***"I move to award the Stewart Park Pavilion Renovation project to the lowest responsible bidder, DSL Builders, for \$119,875.00 upon expiration of the seven-day notice of intent to award period."***

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### SUNSHINE PARK PROPERTY BOUNDARY LINE ADJUSTMENT AND EASEMENT AGREEMENT

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**Meeting Date: September 14, 2020**  
**Department: Public Works**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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#### ISSUE STATEMENT AND SUMMARY

The City has negotiated a mutually beneficial boundary line adjustment and easement agreement at the easterly boundary of Sunshine Park. The issue for the Council is whether to approve the boundary line adjustment and easement agreement.

#### BACKGROUND

##### **A. Council Action History.**

On May 11, 2020, Council adopted resolution 2020-09 authorizing submittal of a grant application to the Oregon Parks & Recreation Department Recreational Trails Program for development of hiking/biking trails at Sunshine Park.

##### **B. Analysis.**

During the process of conceptual design of the proposed hiking/biking trails at Sunshine Park, it was determined that the City does not have legal access to the easterly edge of the Sunshine Park property. It was also determined that the driveway to the residence at 350 Temple Brown Road, which is adjacent to the Park, was actually constructed on City owned park property.

At this time, neither the City nor the adjacent property owner have legal access to their respective property.

Staff has been working with the property owner to determine a mutually beneficial resolution to this issue. The proposed solution requires an adjustment to the boundary line between the two properties and creation of an easement to allow the City to have emergency access across the adjacent property. Both properties are outside the city limits, which will require administrative action through the Douglas County Planning office.

##### **C. Financial/Resource Considerations.**

The proposed solution to this issue benefits both parties. As such, the City has agreed to pay 50% of the cost of surveying and county application fees. The total estimated cost to the City is anticipated to be less than \$5,000.00.

**D. Timing Considerations.**

It is in the best interest of both the City and the property owner to resolve this issue as quickly as possible.

**COUNCIL OPTIONS**

The Council has the following options:

1. Authorize the City Manager to execute a boundary line adjustment and easement agreement; or
2. Request additional information; or
3. Not approve the boundary line adjustment and easement agreement.

**STAFF RECOMMENDATION**

This item was discussed at the Parks Commission meeting on September 2, 2020, as an informational item. The proposed solution to provide legal access for both the City and the adjacent property owner to their respective property is mutually beneficial to both parties equally. Therefore, staff recommends approval of the boundary line adjustment and easement agreement.

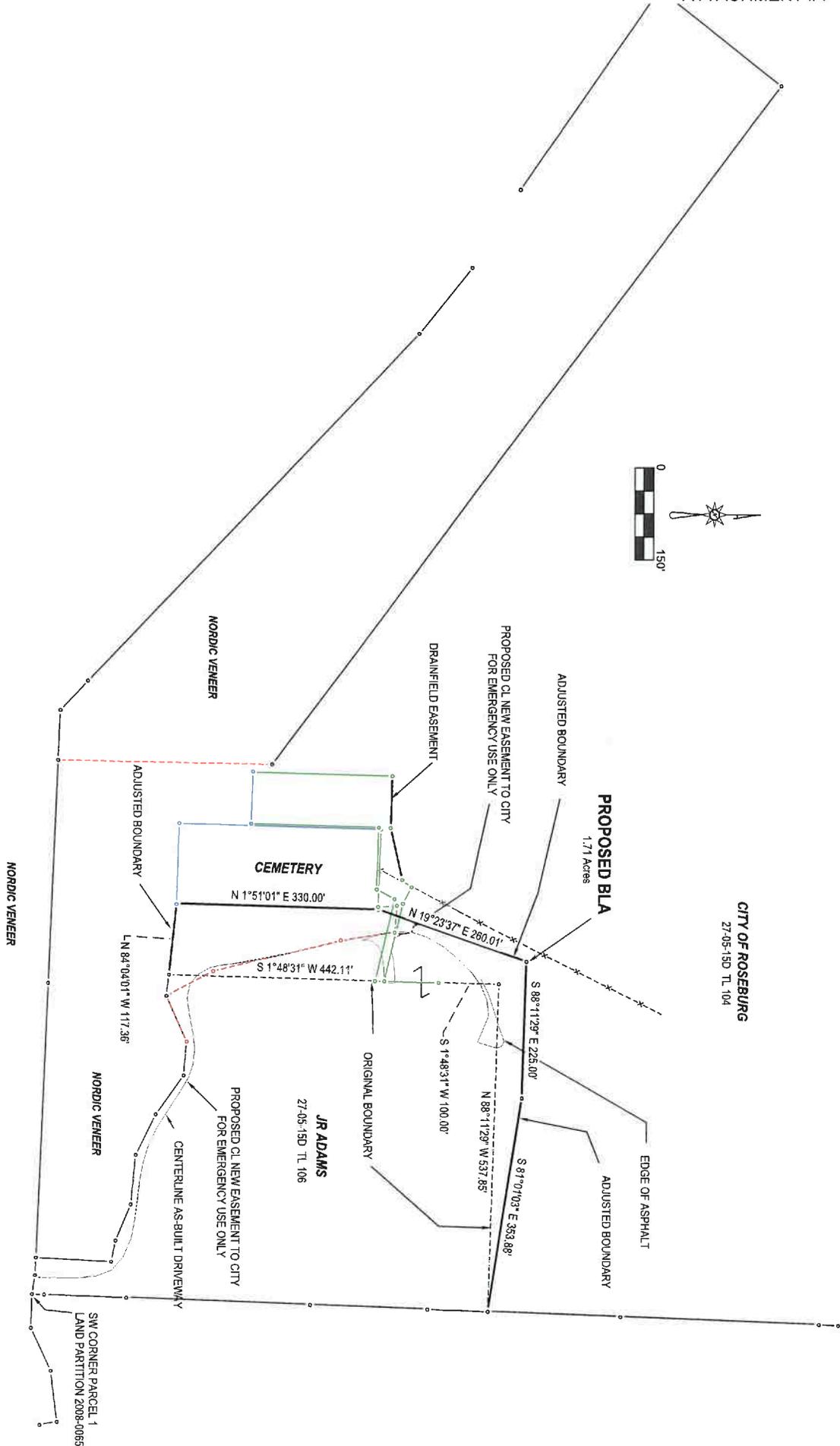
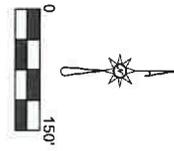
**SUGGESTED MOTION**

***“I move to authorize the City Manager to execute a boundary line adjustment and easement agreement between Sunshine Park and 350 Temple Brown Road.”***

**ATTACHMENTS:**

Attachment #1 – Survey Map

Attachment #2 – Aerial Photo





# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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## CITY MANAGER ACTIVITY REPORT

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**Meeting Date: September 14, 2020**  
**Department: Administration**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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### 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 September 14, 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 25, 2020 - 10:00 a.m.

1. Review August 24, 2020 City Council Meeting Synopsis
2. Review August 31, 2020 City Council Work Study Meeting Agenda
3. Review September 14, 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 – Rest of August to end of September on Sundays for Roseburg Alliance Church
  - B. Oregon Coronavirus Relief Funding for Cultural Support Grant Checklist - Library
6. Department Items
  - A. Rogue Retreat Tour (AS)
  - B. Communication Survey Results (EJ)



Agenda  
Department Head Meeting  
PSC Umpqua Conference Room  
September 8, 2020 - 10:00 a.m.

1. Review September 14, 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 – Birthday Party on September 14th
  - B. Temporary Gathering – September 27th
4. Department Items
5. Employee Service Pins
  - A. Dane Coke, Fire Department – 10 Years

## TENTATIVE FUTURE COUNCIL AGENDA



### Unscheduled

- Airport Fees for Fire Agency Services
- City Manager Annual Evaluation
- Parklet Update
- PEG Channel Discussion
- RMC 5.04 Amendment - Water Rules and Regulations
- Solid Waste Flow Control Ordinance
- Umpqua Basin Urban Services Agreement

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### September 21, 2020 – Special Meeting 6:00 p.m.

#### Special Presentation

- A. LOC Training: Roles and Responsibilities of the Elected Official

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### September 28, 2020 - 6:00 p.m. Work Study – Council Goal #6 – Explore Strategies to Address Issues Related to the Unhoused

#### 7:00 p.m. Regular Meeting

#### Mayors Reports

- A. Walk & Bike to School Day Proclamation

#### Consent Agenda

- A. Minutes of September 14, 2020
- B. Minutes of September 21, 2020 Special Meeting

#### Ordinance

- A. Ordinance No. 3542 – Amending Sections of Chapter 3.06 – Contracts of the Roseburg Municipal Code, First Reading

#### Department Items

- A. 24-Inch Transmission Main Master Engineering Contract Award
- B. 24-Inch Transmission Main from Hooker Road to Isabell Avenue Task Order No. 1 Design

#### Informational

- A. City Manager Activity Report

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### October 12, 2020

#### Consent Agenda

- A. Minutes of September 28, 2020

#### Ordinance

- A. Ordinance No. 3542 – Amending Sections of Chapter 3.06 – Contracts of the Roseburg Municipal Code, Second Reading

#### Department Items

- A. 2020 Oregon Public Library Statistical Report

#### Informational

- A. City Manager Activity Report

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### 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

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**November 23, 2020**

Mayor Report

- A. Municipal Court Judge Compensation

Consent Agenda

- A. Minutes of November 9, 2020

Informational

- A. City Manager Activity Report
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**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

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**March 8, 2021**

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

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**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

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**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

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**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

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**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

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**May 24, 2021**

- Consent Agenda
- A. Minutes of May 10, 2021
- Informational

A. City Manager Activity Report

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**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
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**July 26, 2021**

Consent Agenda

- A. Minutes of July 12, 2021

Informational

- A. City Manager Activity Report
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**August 9, 2021**

Consent Agenda

- A. Minutes of July 26, 2021

Informational

- A. City Manager Activity Report
- 

**August 23 2021**

Consent Agenda

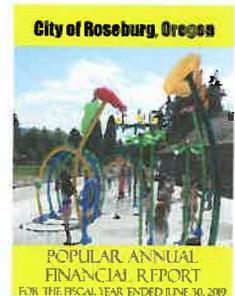
- A. Minutes of August 9, 2021

Informational

- A. City Manager Activity Report
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## Friday Message August 21, 2020

- Earlier this week, flowers were delivered to City Hall addressed to the City Council and me with a nice card that read, “We appreciate all your efforts. Sincerely, Krystal Baughman”.
- Staff has started the process of soliciting members for a Stakeholder Advisory Committee (SAC) to participate and help guide the consultant performing the downtown parking study. SAC meetings are scheduled to begin September 22.
- Stu Cowie and I met virtually with Shaun Pritchard and Kelly Wessels from UCAN to do a deeper dive into their services. There may be some opportunity to partner in the near future on rental assistance and/or mortgage payment assistance related to the Covid Relief Funding the City is eligible to receive from the state. A similar meeting is scheduled for the first week of September with KC Bolton at Aviva Health.
- The Umpqua Valley Development Corporation met virtually on Tuesday and discussed next steps and potential sites. An update on the project is scheduled for Monday night’s Council meeting.
- A few exciting things to report from the Finance Department –
  - The City received notice it has been awarded the Award for Outstanding Achievement in Popular Financial Reporting (PAFR) for the fifth consecutive year.
  - An automated pay-by-phone system is now up and running for our utility customers.
  - Online payment for court fines is getting close to launching.
- Stu Cowie has been in touch and working with Dream Center on requirements related to their planned move to Diamond Lake Boulevard. They are in the process of moving their possessions, but understand they have more work to do prior to reopening.
- Community Development and the Police Department are pursuing ways to clean up in/around camps without displacing the camps (per Governor’s executive orders and CDC guidance).
- The City sponsored a blood drive at the PSC on Tuesday. Every time slot was full!
- The Airport Commission met this week and received updates on current and future projects.
- Meetings next week:
  - City Council -- Monday, August 24 @ 7pm via Zoom
  - Rogue Retreat Site Visit – Wednesday, August 26 1-3:30 pm



## Friday Message August 28, 2020

- The highlight of the week was probably the trip to Medford to visit Rogue Retreat's facilities. We were fortunate to have Matt Vorderstrasse (Development Director), Liz Adams (Program Director), Chad McComas (Executive Director), and Kevin Stine, Medford City Council President as our tour guides. We visited three sites: Hope Village (tiny homes), Kelly Shelter (low-barrier shelter), and the urban campground. The tour was both inspiring and daunting. Inspiring, because through trials, failures, and trying again, they have found a model that has proven successful for helping individuals transition from homelessness to housing. Daunting, because it is a huge operation, with 60 employees, almost all of who are full time, and a multi-million dollar annual budget. A couple of the key takeaways include:
  - Rogue Retreat does not provide a hand out. They provide a hand up.
  - One of the reasons Rogue Retreat is successful is their relationship with the City of Medford *and* all of the other non-profits that provide services, from drug treatment to mental health services to financial planning and housing providers.
  - The City should not be the entity to open/operate a shelter. That is better accomplished by a non-profit with experience in providing wrap around services. We heard this both from the executive director of RR and the Medford City Council President. The City of Medford plays a support role and is an important partner, but they are not the lead agency.
  - Rogue Retreat did not get where they are overnight. They have been in existence for over 21 years and have trainings available for others that may want to emulate their model.
- There is a new court ruling out of the US District court in Medford that will affect enforcement of illegal camping ordinances related to public property and parks. Staff is working with the city attorney to identify ordinances and practices that may need to be updated to ensure compliance.
- Construction continues on Winchester Avenue. Road closures are currently in place and will continue through September 4<sup>th</sup>.
- Staff is still seeking applicants to serve on the Downtown Parking Study Stakeholder Advisory Committee (SAC). Applications will be accepted through September 2<sup>nd</sup>. The first SAC meeting is tentatively scheduled for September 22<sup>nd</sup>. The City has begun issuing parking permits for City owned downtown lots. The Police Department will be providing limited enforcement to these lots beginning September 1<sup>st</sup>.
- Meetings next week:
  - City Council Work-Study Session, Monday 8/31 @ 6-8:30 pm
  - Parks Commission – Wednesday, 9/2 @ 8:15 am – Stewart Park Pavilion



## Friday Message September 4, 2020

- Koree reminded me that Tuesday marked one year since I officially became the Roseburg City Manager. Time has flown by and things certainly look different (thanks/no thanks to COVID) than they did a year ago.
- I will be off on Friday, September 4, returning on Tuesday, September 7. John VanWinkle will be in the office if you need any assistance.
- During the bi-weekly call between Commissioner Freeman and City representatives, I learned that Douglas County has committed to provide additional funding to the Sobering Center, which will enable the project to go from 6 beds to 12. This is great news!
- Stu Cowie and I continue to meet with community partners to discuss opportunities to collaborate on issues related to homelessness. This week, we met virtually with KC Bolton from Aviva Health. It was really informative and he had some great advice on who else we should be reaching out to. We have scheduled a time next week to speak with Neighborworks Umpqua to learn more about their upcoming projects related to transitional housing.
- The DC Childcare Coalition continues to meet weekly to identify issues and potential solutions related to the need for childcare during these times. With schools operating virtually and the additional COVID restrictions placed on childcare facilities, this will likely become an issue for families and employers. The City providing financial resources to help purchase PPE, cleaning supplies, technology, etc. is an eligible use of the City's Coronavirus Relief Funding (CRF).
- Wayne Patterson and I met on Wednesday. He has been out in the community meeting with businesses to determine what needs they might have. This will be helpful as we move forward with finding the best way to support local businesses through the pandemic.
- Roseburg Police and Community Development assisted the railroad with a clean-up project this week. The City posted the camp sites, helped move trespassers off of the railroad property, and collected and stored any "items of utility" from the active camps. The railroad did substantial work to clear out underbrush and clean up any garbage left behind.
- CCD launched their third phase of COVID related small business grants. The pot of money was smaller this round, only \$110k. I committed an additional \$50k from the City's CRF funding to be available to small businesses within the city limits. The next round of funding (round 4) will be open to businesses that have already received PPP or EIDL funding (which is great news). We are not sure how much will be available, but CCD is requesting \$1m cumulatively for Douglas, Coos, and Curry Counties.
- Meetings next week:
  - Public Works Commission, Thursday, 9/10 @ 3:30 pm, Council Chambers

***City Hall will be closed Monday, September 7 in observance of Labor Day.***

HAPPY  
★ ★ ★  
*Labor Day*