



**ROSEBURG CITY COUNCIL AGENDA – AUGUST 28, 2023**  
City Council Chambers, City Hall  
900 SE Douglas Avenue, Roseburg, Oregon 97470

**Public Online 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)

*Comments on Agenda Items and Audience Participation can be provided in person or electronically via Zoom. See next page for instructions on how to participate in meetings.*

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

1. **Call to Order** – Mayor Larry Rich
2. **Pledge of Allegiance**
3. **Roll Call**  
Tom Michalek                      David Mohr                      Kylee Rummel                      Andrea Zielinski  
Ellen Porter                      Ruth Smith                      Patrice Sipos                      Shelley Briggs Loosley
4. **Mayor Reports**
5. **Commission Reports/Council Ward Reports**
6. **Audience Participation** – In Person or via Zoom/See Information on the Reverse
7. **Consent Agenda**  
A. August 14, 2023 Special Meeting Minutes  
B. August 14, 2023 Regular Meeting Minutes
8. **Public Hearing**  
A. Ordinance No. 3593: VAC-23-001 W Finlay Avenue Right-of-Way Vacation, First Reading
9. **Resolutions**  
A. Resolution No. 2023-20: Amend Fee Schedule to Add Library Fee
10. **Ordinances**  
A. Ordinance No. 3591: Granting a Telecommunications Franchise to McLeod USA Telecommunications Services, LLC, Effective January 1, 2024, Second Reading  
B. Ordinance No. 3594: Granting a Telecommunications Franchise to Garmin Services, Inc., Effective October 1, 2023, First Reading
11. **Department Items**  
A. Roseburg Disposal Rate Increase
12. **Items from Mayor, City Council and City Manager**
13. **Adjourn**
14. **Executive Session ORS 192.660(2)(d)**  
A. IAFF Negotiations

**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:*

**Comments may be provided in one of three ways:**

- In person during the meeting in the Council Chambers, Roseburg City Hall, 900 SE Douglas Ave.
- Email by sending an email by 12:00 p.m. the day of the meeting to [info@cityofroseburg.org](mailto:info@cityofroseburg.org)
- Virtually during the meeting. Contact the City Recorder by phone (541) 492-6866 or email ([info@cityofroseburg.org](mailto:info@cityofroseburg.org)) by 12:00 p.m. the day of the meeting to get a link to the meeting.

**When providing comments in person, each speaker must provide their name, address, phone number and which item on the agenda they wish to speak on the Audience Participation Sign-in Sheet.**

**When providing comments virtually, each speaker must provide their name, address, phone number and which item on the agenda they wish to speak in an email to [info@cityofroseburg.org](mailto:info@cityofroseburg.org).**

**When participating virtually, log or call in prior to the start of the meeting using the link or phone number provided.**

- When accessing the meeting through the **ZOOM link**, click “Join Webinar” to join the meeting as an attendee.
- When accessing the meeting through the **phone**, call the number provided.
- All attendees will be held in a “waiting room” until called on to speak.

**Persons addressing the Council must state their name and city of residence for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.**

### **TIME LIMITATIONS**

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

**A total of 30 minutes shall be allocated for the “Audience Participation” portion of the meeting.**

### **CITIZEN PARTICIPATION**

- Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item.
- Anyone wishing to speak regarding an item on the Consent Agenda, or on a matter not on the evening’s agenda, may do so under “Audience Participation.”

### **PROVIDING COMMENTS**

For each item in which speakers have requested to speak, the order will be as follows:

1. Speakers who attend in person will be called up to speak by the Mayor in the order in which they signed up.
2. Speakers on Zoom (video or phone only) will be called on to speak by the Mayor in the order in which they signed up. Each speaker will be brought in from the “waiting room” into the meeting to provide comments, then moved back to the “waiting room” after comments are provided.

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

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

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

**The City Council meetings are on Facebook Live and available to view on the City website the next day at:**  
<https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

**The full agenda packet is available on the City’s website at:** <https://www.cityofroseburg.org/your-government/mayor-council/council-agendas>

**MINUTES OF THE SPECIAL SESSION  
OF THE CITY COUNCIL  
August 14, 2023**

Mayor Larry Rich called the special session of the Roseburg City Council to order at 6:15 p.m. on August 14, 2023 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

2. Present: Mayor Rich, Councilors Tom Michalek, David Mohr, Kylee Rummel, Andrea Zielinski, Ellen Porter, Ruth Smith, and Patrice Sipos
- Absent: Shelley Briggs Loosley
- Others: City Manager Nikki Messenger, City Attorney Webb Kittinger, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Community Development Director Stuart Cowie, Human Resource Director John VanWinkle, Library Director Kris Wiley, Public Works Director Dawn Easley, Finance Director Ron Harker, City Recorder Patty Hitt, and Management Assistant Grace Jelks

3. Planning Commission Candidate Interviews

- A. Daniel Endicott appeared at 6:15 p.m., gave an overview of his qualifications, and answered the Council's questions.
- B. Jarret Nielsen appeared at 6:30 p.m., gave an overview of his qualifications, and answered the Council's questions.
- C. Matthew Keller appeared at 6:45 p.m., gave an overview of his qualifications, and answered the Council's questions.

The Council expressed appreciation to the candidates for applying for the vacant position and participating in the interview process. Candidates were encouraged to stay for the regular meeting, at which time the Council would discuss the candidates' interviews and vote for two (2) new Planning Commissioners.

4. ADJOURNMENT

Mayor Rich adjourned the special meeting at 6:58 p.m.

*Grace Jelks*

Grace Jelks  
Management Staff Assistant

**MINUTES OF THE REGULAR MEETING  
OF THE CITY COUNCIL MEETING  
August 14, 2023**

Mayor Rich called the regular meeting of the Roseburg City Council to order at 7:01 p.m. on August 14, 2023 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

2. Pledge of Allegiance

Councilor Mohr led the pledge of allegiance.

3. ROLL CALL

Present: Mayor Rich, Councilors Tom Michalek, David Mohr, Kylee Rummel, Andrea Zielinski, Ellen Porter, Ruth Smith, and Patrice Sipos

Absent: Shelley Briggs Loosley

Others: City Manager Nikki Messenger, City Attorney Webb Kittinger, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Community Development Director Stuart Cowie, Human Resource Director John VanWinkle, Library Director Kris Wiley, Public Works Director Dawn Easley, Finance Director Ron Harker, City Recorder Patty Hitt, and Management Assistant Grace Jelks

4. Mayor Reports

A. Planning Commissioner Appointment

The Council held candidate interviews for two (2) Planning Commissioner vacancies, during the Special Meeting. Council expressed appreciation to all the candidates who applied and interviewed for the vacant Planning Commission positions.

Councilor Zielinski moved to appoint Jarrett Nielsen and Matthew Keller to fill the two (2) Planning Commission vacancies. The motion was seconded by Councilor Sipos and approved with the following vote: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith and Sipos voted yes. No Councilors voted no.

B. Mayor Rich appointed Councilor Sipos to the Economic Development Commission.

C. Mayor Rich appointed Councilor Smith to the Parks & Rec Commission.

5. Commission Reports/Council Ward Reports

None.

6. Audience Participation

None.

7. Consent Agenda

- A. July 24, 2023 Regular Meeting Minutes.
- B. July 24, 2023 Special Meeting Minutes.
- C. OLCC New Outlet – WinCo Foods, LLC at 2757 NW Stewart Pkwy.

Councilor Zielinski moved to approve the consent agenda. The motion was seconded by Councilor Rummel and approved with the following vote: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith and Sipos voted yes. No Councilors voted no.

8. Public Hearing

- A. Resolution No. 2023-19: A Resolution Exempting the Purchase of a Trailer-Mounted Vacuum Excavator from the Competitive Bid Process.

At 7:14 p.m., Mayor Rich opened the public hearing regarding A Resolution Exempting the Purchase of a Trailer-Mounted Vacuum Excavator from the Competitive Bid Process. Easley provided an overview of the resolution.

Councilor comments and questions included clarification of the Sourcewell agreement and company size, where Ditch Witch is manufactured, functions and capabilities of the machine, whether the City already has a Ditch Witch, reasoning behind the new purchase, and where the material that is dug up gets distributed.

Messenger clarified that Ditch Witch is a machine that uses high-pressured water to dig into the ground and suck up material, which is used for digging around utility lines without damaging any lines. The Ditch Witch is manufactured in Oklahoma.

Easley clarified that Sourcewell is a national company with a cooperative purchasing agreement, which means they secure contracts after the competitive bid and vetting process. Agencies can use this to make purchases at competitive prices. The machine is a hydro-excavator and is more precise. It will replace the City's older, 2013 model, which will be auctioned off. Some of the dug up material is used to fill in the hole and some is collected into the holding tank.

There was no public comment.

As no one else wished to speak, Mayor Rich closed the public hearing at 7:20 p.m.

Councilor Porter moved to adopt Resolution No. 2023-19, authorizing the use of an interstate cooperative purchasing agreement and exemption from competitive bidding to award the purchase of a Ditch Witch HX50A vacuum excavator from Ditch Witch West Portland through the Sourcewell cooperative purchasing agreement for \$120,547.70. The motion was seconded by Councilor Zielinski

and approved with the following vote: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith, and Sipos voted yes. No Councilors voted no. Mayor Rich declared Resolution No. 2023-19 as adopted.

9. Ordinances

- A. Ordinance No. 3591 – Granting Renewal of a Telecommunications Franchise to McLeod USA Telecommunications Services, LLC, Effective January 1, 2024, First Reading.

Hitt reported the telecommunications franchise agreement with McLeod USA Telecommunications Services, LLC.

Council agreed to a first reading of Ordinance No. 3591. Hitt read Ordinance No. 3591, entitled, “Granting Renewal of a Telecommunications Franchise to McLeod USA Telecommunications Services, LLC, Effective January 1, 2024,” for the first time.

- B. Ordinance No. 3592 – Amending 1.04.005, 2.02.100, 2.02.110, 2.08.020, 2.08.040, 3.10.010, and 4.04.060 of the Roseburg Municipal Code, First Reading and Second Reading.

Hitt reported the Amendments of the Roseburg Municipal Code.

Council agreed to a first reading of Ordinance No. 3592. Hitt read Ordinance No. 3592, entitled, “Amending 1.04.005, 2.02.100, 2.02.110, 2.08.020, 2.08.040, 3.10.010, and 4.04.060 of the Roseburg Municipal Code,” for the first time.

Councilor Zielinski moved to suspend the rules and proceed with the second reading of Ordinance No. 3592, An Ordinance Amending Sections 1.04.005, 2.02.100, 2.02.110, 2.08.020, 3.10.010, and 4.04.060 of the Roseburg Municipal Code and Declaring an Emergency. The motion was seconded by Councilor Porter and approved with the following vote: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith, and Sipos voted yes. No Councilors voted no.

Hitt read Ordinance No. 3592, entitled, “Amending 1.04.005, 2.02.100, 2.02.110, 2.08.020, 2.08.040, 3.10.010, and 4.04.060 of the Roseburg Municipal Code,” for the second time.

Councilor Zielinski moved to adopt Ordinance No. 3592, Amending Subsections 1.04.005, 2.02.100, 2.02.110, 2.08.020, 3.10.010, and 4.04.060 of the Roseburg Municipal Code. The motion was seconded by Councilor Sipos. Roll call vote was taken: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith, and Sipos voted yes. No Councilors voted no.

10. Items from Mayor, City Council, and City Manager

Councilor Sipos suggested scheduling work sessions to discuss downtown parking issues, safety at the downtown parking structure, increasing fees for water, and setting the City’s goals. Discussion ensued.

Members of the Council would like to schedule a work session to discuss issues brought forward by constituents in each Ward.

Messenger clarified that Staff is meeting with the consultant tomorrow to discuss downtown parking issues and that work sessions for Council goal setting could begin in October. More information was given to Council about existing Master Plans and the schedule to review and update those plans.

There was a consensus to schedule work sessions in October.

Council expressed appreciation to Staff for their hard work and time invested in daily operations.

Mayor Rich acknowledged there is a balance to helping constituents and performing Council duties, which assist the City Manager in carrying out daily operations. Councilors were encouraged to share concerns and ideas with the Mayor, while Staff consults with the City Manager.

11. Adjourn

Mayor Rich adjourned the regular meeting at 7:59 p.m.

*Grace Jelks*

Grace Jelks

Management Staff Assistant

**ROSEBURG CITY COUNCIL  
AGENDA ITEM SUMMARY**



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**WEST FINLAY AVENUE RIGHT-OF-WAY VACATION  
FILE NO. VAC-23-001/ORDINANCE 3593**

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**Meeting Date: August 28, 2023**  
**Department: Community Development**  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section: Public Hearing**  
**Staff Contact: Stuart Cowie, Director**  
**Contact Telephone Number: 541-492-6750**

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**ISSUE STATEMENT AND SUMMARY**

John Anderson of the Satre Group is representing Douglas County School District #4 in a requested right-of-way vacation for a portion of West Finlay Avenue behind Finlay Field at Roseburg High School, as shown on the map included as Attachment #2. The area is 25' wide by 401' long, for a total area of 10,025 square feet. The vacation is sought in relation to the development of a softball field for Roseburg High School being developed to the north along the riverfront. The field project was recently reviewed and approved through a Conditional Use Permit process (CUP-23-003).

**BACKGROUND**

**A. Council Action History.**

None.

**B. Analysis.**

Chapter 4.06 (Vacation of a Public Way) of the Roseburg Municipal Code (RMC) contains the requirements necessary for Council to authorize a vacation of the right-of-way (ROW). As outlined within RMC Section 4.06.020, an application must be accompanied by a map and legal description depicting the public way to be vacated, and notarized written consent from all adjacent property owners who would lose access to their property via the public way, if the vacation were to be approved. In this case the ROW to be vacated is surrounded exclusively by school district-owned property. Adjacent property owners directly west of the vacation area will retain access to West Finlay Avenue as they enjoy today. Because the entirety of the 25-foot wide ROW will serve as a public utility easement (PUE), no permanent structures will be allowed to be constructed within the area of vacation. Access to the proposed softball field will be the primary function of the area being vacated, along with temporary storage of movable sports field bleachers and other mobile equipment.

The right-of-way is shown on three Douglas County Assessor maps, all within Township 27 South, Range 06 West, Willamette Meridien. Adjacent parcels include five in Section 13DB (tax lots 05800, 05900, 06000, 06100, 06200), one in Section 13DC (tax lot 00100),

and one in Section 13DD (tax lot 01799). All the directly abutting parcels are owned by the school district.

Notice of the proposed vacation was distributed to affected City Departments and public utility providers. Applicants agree to provide public utility easements over the vacated right-of-way, in order to provide access to all current and future utility installations. The entire area shall be maintained as a utility easement upon vacation.

Roseburg Municipal Code Section 4.06.070 requires the applicant to submit an appraisal of the vacation area by an appraiser licensed in the State of Oregon. The applicant submitted an appraisal completed by Cascade Charter Company, LLC dated April 13<sup>th</sup> (value date) and April 20<sup>th</sup> (report date), 2023. A copy of the appraisal is included as Attachment #6.

Roseburg Municipal Code Section 4.06.110 indicates that prior to granting any vacation of public way, City Council shall determine what amount, if any, should be assessed for the value of the public way based on the appraisal presented by the applicant.

Based upon the findings made within the appraisal by Cascade Charter Company, they have indicated that the “as is” market value of the fee simple interest in the property is \$0.00. Reference in the appraisal is made to the “extraordinary assumptions” presented in the report that were relied upon to determine the value. Key assumptions made with regards to determining the value of the property include the following:

1. As a public right-of-way, the City of Roseburg is responsible for the costs associated with the maintenance of the roadway, and experiences liability with continued public use of the roadway, which is a negative factor with regards to valuation for any owner;
2. This specific portion of public way is a “roadway to nowhere” that dead-ends on the eastern edge and is surrounded entirely by school district property. There is no probable or practical way to extend the roadway for the public benefit;
3. There is no stand-alone development potential for the public way being vacated that would provide any economic return without assemblage with adjacent or abutting property; and
4. The entirety of the vacated public way will continue to serve as a public utility easement, available for access and maintenance of various public utilities in the area (utility poles for electrical and telecommunications firms, public water and sewer utilities, stormwater systems, etc.).

If Council agrees with the \$0.00 valuation, no payment will be required from the applicant. If Council determines that some valuation be applied to the public way, that amount must be specifically identified and paid by the applicant within 30 days, and prior to finalizing the vacation process.

If no objections are made during the course of the first public hearing, first reading of Ordinance 3593 may occur, recognizing that a second reading will be required at a subsequent Council hearing.

**C. Financial/Resource Considerations.**

The applicant has paid the vacation application fee, and made a deposit for the cost of publishing, posting and mailing the notice of public hearing and recording the ordinance. If the actual cost exceeds the amount deposited, the applicant will be required to pay the difference. If the cost is less than the deposit, the difference will be refunded to the applicant.

Roseburg Municipal Code Section 4.06.110 provides Council with the ability to determine the value of the ROW to be vacated based upon the appraisal submitted by the applicant.

**D. Timing Considerations.**

If a value is assigned to the proposed ROW vacation by Council, then it is proposed that the applicant have 30 days to make payment of the specified amount, prior to Ordinance 3593 being adopted at a subsequent public hearing.

**COUNCIL OPTIONS**

Council has the following options:

1. Approve the vacation with conditions, including a \$0.00 valuation as based upon the submitted appraisal; or
2. Approve the vacation in part and deny it in part; or
4. Deny the vacation, as it appears to best serve the public.

**STAFF RECOMMENDATION**

Staff recommends Council approve File No. VAC-23-001 as proposed, subject to a condition that the entire public way be held as a Public Utility Easement (PUE), and proceed with the first reading of Ordinance 3593 to vacate a portion of West Finlay Avenue.

**SUGGESTED MOTION**

***“I move to approve File No. VAC-23-001 as proposed, subject to a condition that the entire public way be held as a Public Utility Easement (PUE), and proceed with the first reading of Ordinance 3593 to vacate a portion of West Finlay Avenue.”***

Proceed with first reading of Ordinance No. 3593. No motion is needed, only consensus to proceed by the Council.

**ATTACHMENTS:**

- Attachment #1 – Draft Ordinance #3593
- Attachment #2 – City Proposed Vacation Map
- Attachment #3 – Applicant Surveyor Vacation Map
- Attachment #4 – Applicant Athletic Field Plan
- Attachment #5 – Legal Description as Approved by County Surveyor
- Attachment #6 – Appraisal

**ORDINANCE NO. 3593**  
**AN ORDINANCE VACATING A PORTION OF WEST FINLAY AVENUE**  
**RIGHT-OF-WAY IN THE CITY OF ROSEBURG**

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

**WHEREAS**, the City Recorder published a notice of a public hearing on the proposed vacation to be held before the Roseburg City Council on August 28, 2023, in The News Review, a newspaper of general circulation in the City of Roseburg, Oregon, on August 6, 2023, and August 13, 2023, posted said notice at or near each end of the vacation area and mailed the same to all affected property owners, not less than 14 days prior to the date of the hearing, all of which more fully appear in the proof of publication, posting and mailing on file in the City Recorder's Office; and

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

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

**SECTION 1.** A portion of West Finlay Avenue right-of-way located in the Jeremiah Huntley Donation Land Claim No. 56, Township 27 South, Range 6 West, Willamette Meridian and being more particularly described as follows:

Beginning at a point referred as the "most northerly Northeast Corner, High School Tract" from which a 2 inch iron pipe at the Southwest corner of Lot 5, Block J, "Amended Plat of Blocks G, H, I and J, Laurelwood Addition to Roseburg", Oregon, as platted and filed as Volume 5, Page 57 in the official records of Douglas County, Oregon bears North 88°36'58" East 5.00 feet and South 02°8'31" East 10.30 feet; thence North 00°30'02" West 25.00 feet; thence South 88°36'58" West 402.27 feet; thence South 00°23'18" East 25.00 feet; thence North 88°36'58" East 402.31 feet; to the point of beginning.

Said property containing 0.23 acres more or less.

**SECTION 2.** A public and private utility easement shall be granted and reserved over the entire property in the above Section 1, and being vacated by this ordinance, for the purpose of allowing continued existence and future maintenance of, and the right of ingress and egress to, any public or private utility which currently has, or may in the future have, facilities located within the area being vacated, until such time said facilities are relocated. There shall be no modifications to or construction on the property being vacated which would in any way interfere or conflict with any public and/or private utility currently located within the vacated area, unless plans for said modification or construction are developed in a manner which is considered compatible with said utilities.

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

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

**SECTION 5.** This ordinance shall take effect 30 days after its adoption by the Council and approval by the Mayor.

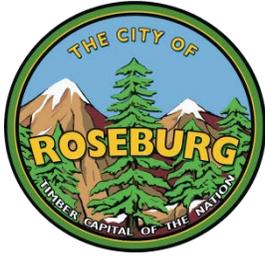
**ADOPTED BY THE ROSEBURG CITY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

**APPROVED BY THE MAYOR THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

\_\_\_\_\_  
**LARRY RICH, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**PATTY HITT, CITY RECORDER**



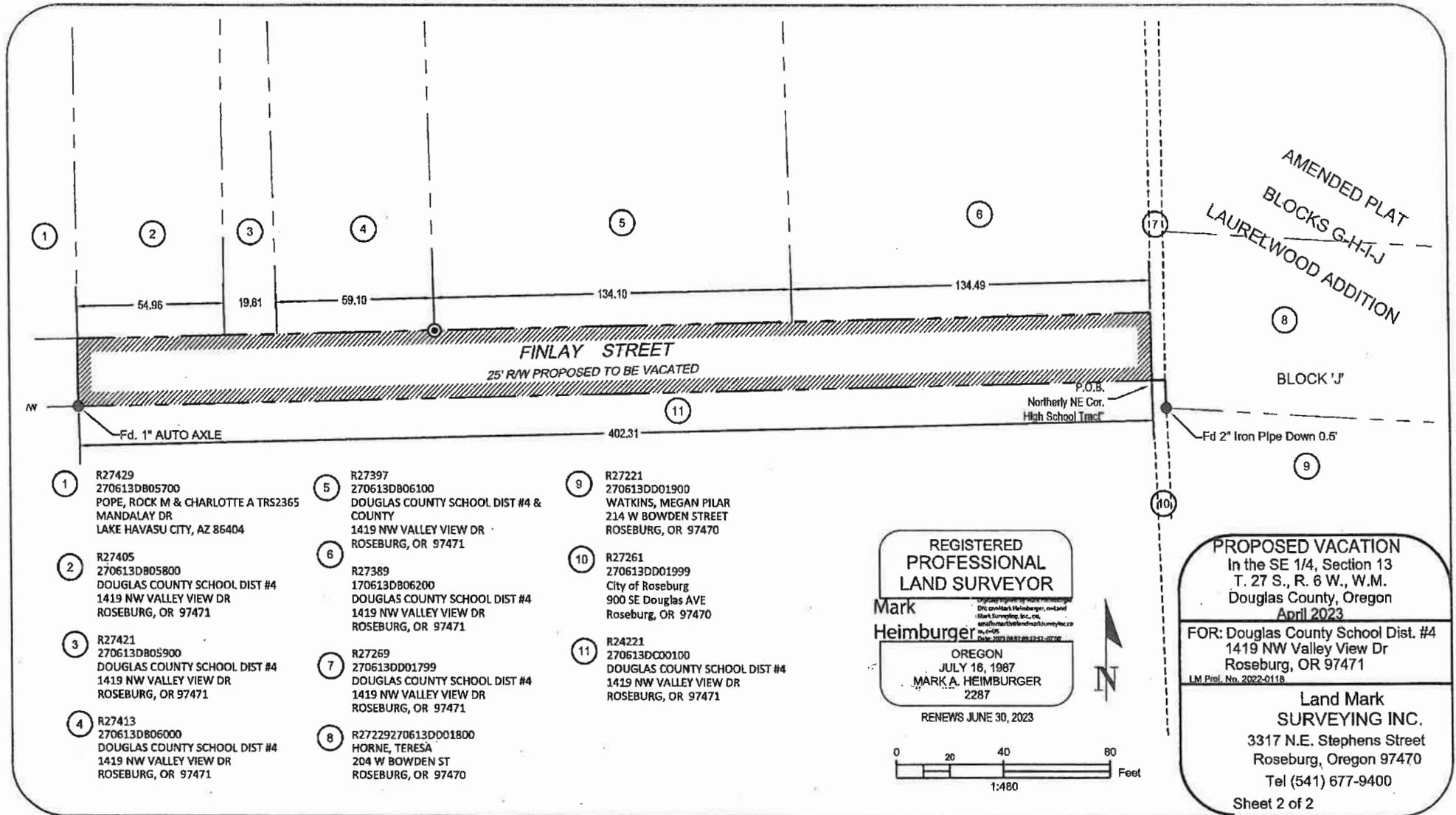
## Notice of Proposed Vacation of a portion of W. Finlay Avenue

Abutting R27405, R27421, R27413, R27397, R27269,  
R24221

Community Development Department | 900 SE Douglas Ave., Roseburg, OR 97470  
541-492-6750



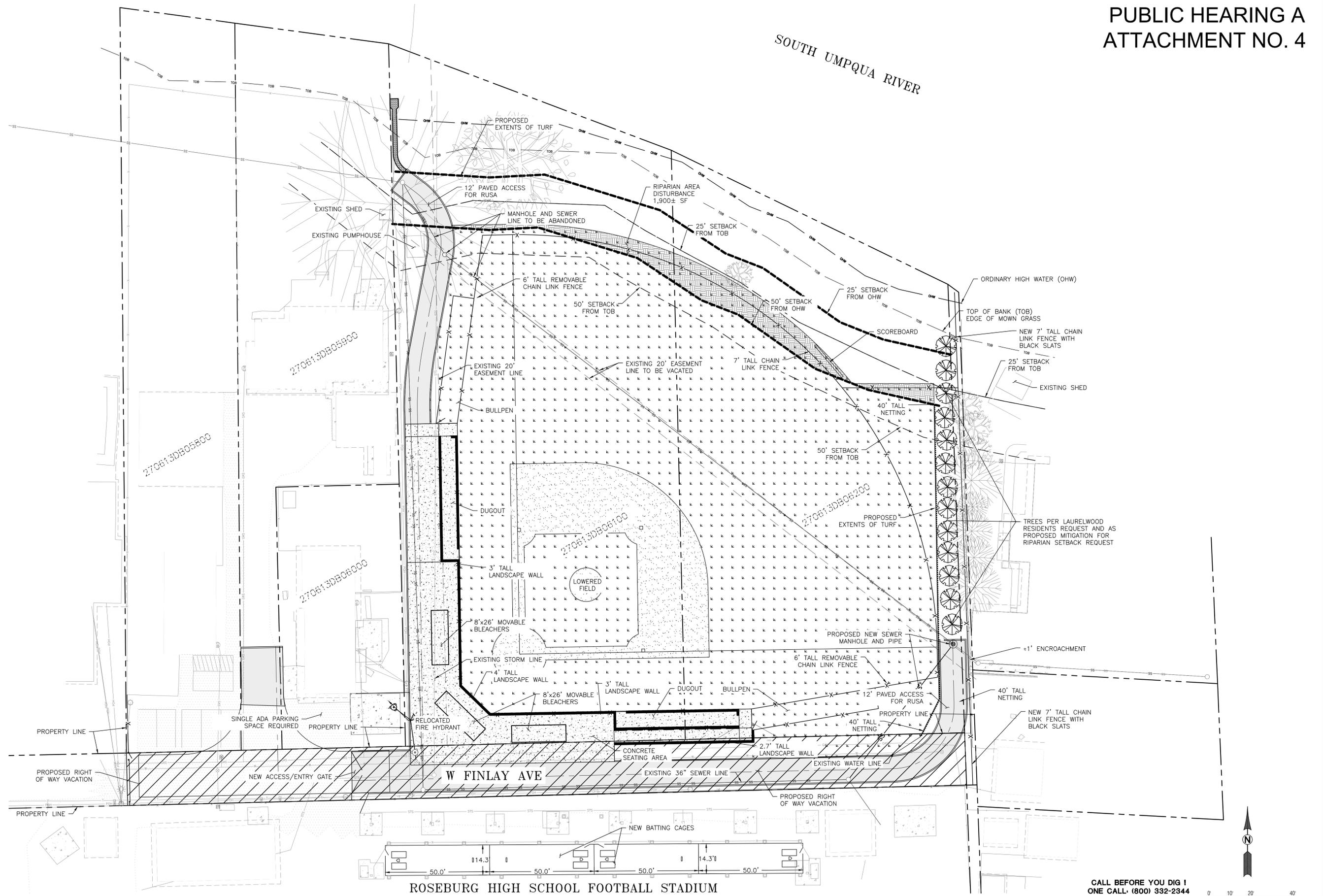
Map is for informational purposes only and is not suitable for legal, engineering or surveying purposes. The City of Roseburg is not responsible for map errors, omissions, misuse, or misinterpretation. Not for determining legal ownership or identification of property boundaries.



# PUBLIC HEARING A ATTACHMENT NO. 4



i.e. Engineering, Inc.  
809 SE Pine St  
Roseburg, OR  
ieengineering.com



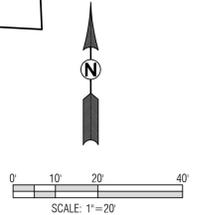
Rev.	Date	Dwg	Description

**ROSEBURG HIGH SCHOOL SOFTBALL FIELD**  
 612 & 618 W FINLAY AVE  
 ROSEBURG, OR 97471  
 MEETING EXHIBIT  
 SCALE AS SHOWN  
 APRIL 03, 2023  
 ISSUE FOR REVIEW  
 PROJECT NO. 0271-35-13  
 DRW: BTM  
 CHK: AMP  
 Z:\085\0271-Roseburg\_School\_District\271-35\_RHS\_Softball\_Field\_Complex\DESIGN\CADD\0271-35\_13\_L.dwg

**1 OF 1**

ROSEBURG HIGH SCHOOL FOOTBALL STADIUM

CALL BEFORE YOU DIG I  
 ONE CALL: (800) 332-2344  
 OAR 952-001-0010 THROUGH  
 OAR 952-001-0090



S11 UPDATED LEGAL  
+ EXHIBIT  
VAC-23-001

W. FINLAY AVENUE VACATION

**A portion of W. Finlay Avenue right-of-way** located in the Jeremiah Huntley Donation Land Claim No. 56, Township 27 South, Range 6 West, Willamette Meridian and being more particularly described as follows:

**BEGINNING** at a point referred as the "most northerly Northeast Corner, High School Tract" from which a 2 inch iron pipe at the Southwest corner of Lot 5, Block J, "Amended Plat of Blocks G, H, I and J, Laurelwood Addition to Roseburg", Oregon, as platted and filed as Volume 5, Page 57 in the official records of Douglas County, Oregon bears North 88°36'58" East 5.00 feet and South 02°08'31" East 10.30 feet; thence North 00°30'02" West 25.00 feet; thence South 88°36'58" West 402.27 feet; thence South 00°23'18" East 25.00 feet; thence North 88°36'58" East 402.31 feet; to the point of beginning, containing 0.23 acres more or less.

**A public and private utility easement** shall be granted and reserved over the entire property described in the above description, and being vacated by this ordinance, for the purpose of allowing continued existence and future maintenance of, and the right of ingress and egress to, any public or private utility which currently has, or may in the future have, facilities located within the area being vacated, until such time said facilities are relocated. There shall be no modifications to or construction on the property being vacated which would in any way interfere or conflict with any public and/or private utility currently located within the vacated area, unless plans for said modification or construction are developed in a manner which is considered compatible with said utilities.

**BASIS OF SURVEY PER GLOBAL POSITIONING SYSTEM UTILIZING OREGON COORDINATE REFERENCE SYSTEM, COTTAGE GROVE-CANYONVILLE ZONE, (NAD83, (2011)), EPOCH 2010.00.**

AS APPROVED BY COUNTY  
SURVEYOR ON JULY 11, 2023.

-MM

APPRAISAL OF:

Approximate 401-Foot by  
25-Foot Proposed Street  
Vacation at the Terminus of  
West Finlay Avenue  
Roseburg, Oregon

Prepared For:  
Roseburg School District No. 4

Report Date:  
April 20, 2023

Date of Value:  
April 13, 2023



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### Addenda

- Subject Photographs

### Qualifications



**CASCADE CHARTER COMPANY, LLC**  
REAL ESTATE APPRAISALS - CONSULTING

LAWRENCE E. BROWN, MAI CRE (1942 - 1990)  
GREGORY S. SCHULER  
DAVID M. MATLOCK  
BROOKE LEVISON  
DEB CHRISTOPHERSON

April 20, 2023

Cheryl Northam  
Director of Finance and Operations  
Roseburg Public Schools  
1419 NW Valley View Drive  
Roseburg, Oregon, 97471

Reference: Appraisal of an approximate 401-foot by 25-foot proposed street vacation at the terminus of West Finlay Avenue in Roseburg, Oregon. Our File No. 5003.

Dear Ms. Northam:

In response to your request, we have personally examined and appraised an approximate 401-foot by 25-foot proposed street vacation at the terminus of West Finlay Avenue in Roseburg, Oregon. The purpose of this appraisal report is to set forth our opinion relative to the "as is" market value of the **fee simple interest** in the subject land to be vacated. It is our understanding that the appraisal report will be utilized by the client and the City of Roseburg for internal decision making purposes. No other purpose, use, or users of the appraisal report are authorized or intended.

This appraisal report is prepared in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP); the Financial Institution's Reform, Recovery, and Enforcement Act of 1989 (FIRREA); and Chapter 12 Code of Federal Regulation Part 34 (12CFR34) of the Office of the Comptroller of the Currency titled, "Real Estate Appraisals." This report is also prepared within the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute, the Interagency Appraisal and Evaluation Guidelines (effective December 10, 2010). This appraisal assignment is not based upon a requested minimum valuation, a specific valuation, or the approval of a loan

Reference is made to the **extraordinary assumptions** presented within this report. If any of the extraordinary assumptions as stated herein are found to be false, the opinion of value as specified in this appraisal report could be impacted.

Based upon the studies and examinations made, the opinion is formed subject to the limiting conditions and assumptions stated herein that the "as is" market value of the **fee simple interest** of the subject roadway to be vacated based upon economic and market conditions as of April 13, 2023 is as follows:

**"As Is" Market Value in the Subject Roadway  
to be Vacated (April 13, 2023)**

**ZERO DOLLARS**

**\$0.00**

The following is a real property appraisal which details the property description, market data, and value analyses which form the primary basis for the opinion of market value as stated in this report.

Respectfully submitted,

CASCADE CHARTER COMPANY, LLC



GREGORY S. SCHULER  
Oregon State Certified General Appraiser  
License No. C000268  
Expiration Date: May 31, 2023



DAVID M. MATLOCK  
Oregon State Certified General Appraiser  
License No. C001357  
Expiration Date: February 29, 2024

## APPRAISAL PROBLEMS AND ISSUES

It should be noted that West Finlay Road, inclusive of the subject area to be vacated, in total, serves 25 tax lots located along the northerly side of the roadway. Of these 25 tax lots, 22 are currently owned by Roseburg School District No. 4. The Roseburg School District No. 4 also owns all of the land to the south of West Finlay Avenue which supports the Roseburg High School campus. According to Tracy Grauf, the Maintenance Director for Roseburg Public Schools, after the street vacation is complete, the school district intends to redevelop a portion of the land to the immediate north of the subject into a softball field with synthetic turf. The construction of the softball field is required by the State of Oregon through a Title IX claim. Furthermore, once all properties north of West Finlay Road are purchased and owned by Roseburg School District No. 4, the remaining land area will be redeveloped for further expansion of the Roseburg High School campus. The following aerial depicts the tax lot ownerships in relation to West Finlay Avenue.



In short, the public street right-of-way subject to this appraisal exclusively serve properties owned by the Roseburg School District No. 4; they do not serve any property owned by any other person or entity, public or private.

**SUMMARY OF SALIENT DATA**

**Identification**

An approximate 401-foot by 25-foot proposed street vacation at the terminus of West Finlay Avenue adjacent to seven tax lots owned by Roseburg School District No. 4 in Roseburg, Oregon.

**Subject Street Vacation Area**

The subject land totals 0.23 acre, or 10,025 square feet according to a survey map provided.

**Effective Date of Value**

April 13, 2023

**“As Is” Market Value  
of the Proposed Street Vacation**

\$0.00

## **PURPOSE OF APPRAISAL**

The purpose of this appraisal is to set forth our opinion relative to the "as is market value of the" **fee simple interest** in the subject public way (public street right-of-way) that was previously dedicated to the City of Roseburg.

## **CLIENT/INTENDED USE/USERS OF THE APPRAISAL**

The client of this appraisal assignment is Roseburg School District No. 4. It is our understanding that the intended use of this appraisal is for internal decision making purposes. The intended users of the appraisal document are representatives of the client and the City of Roseburg. No other purpose, use, or users of this appraisal report are authorized or intended.

## **DATE OF VALUE**

The opinion of "as is" market value expressed in this appraisal report is stated effective as of April 13, 2023 assuming economic and market conditions as existing on that date.

## **DATE OF INSPECTION**

The subject property was physically inspected on April 13, 2023.

## **PROPERTY RIGHTS APPRAISED**

The property rights appraised herein pertain to the **fee simple interest** held by the City of Roseburg in the public roadway that is the subject of this appraisal.

## DEFINITIONS

### Fee Simple Interest

“Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.”

Source: The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, 2022.

### Extraordinary Assumption

“An assignment-specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser’s opinions or conclusions. Comment: Uncertain information might include physical, legal, or economic characteristics of the subject property; or conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.”

Source: The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, 2022 and USPAP, 2020-2021 Edition.

### Market Value

"The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised and acting in what they consider their own best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and,

5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

Source: 12 C.F.R. Part 34.42(g); 55 *Federal Register* 34696, August 24, 1990, as amended at 57 *Federal Register* 12202, April 9, 1992; 59 *Federal Register* 29499, June 7, 1994. USPAP 2020-2021 Advisory Opinion 22, Lines 57-67.

### **Public Interest Value**

Monetary worth attributed to features that have no measurable worth in the market but may benefit the public or a specified segment of the public. While contrary to the theory of market value, public interest value is sometimes used to rationalize payment of a price that exceeds market value based on benefits to society resulting from increased ad valorem tax revenues, benefits of increases or changes in the value of surrounding property values, aesthetics, broad social benefits, and other factors. Reliance on public interest value to justify an above-market price is driven by politically motivated public policy and/or the efforts of special interest groups. Public interest value has sometimes been referred to as *natural value*, *intrinsic value*, *aesthetic value*, *scenic value*, *preservation value*, and similar terms.

Source: The Dictionary of Real Estate Appraisal, Fifth Edition, Appraisal Institute, 2010.

## SCOPE OF APPRAISAL

The scope of this appraisal has the primary function of researching pertinent information and developing an opinion relative to the **“as is” market value** of the public roadway to be vacated that is the subject of this appraisal.

The scope of the process involved in the research, analysis, and presentation of the appraisal conclusions is inclusive of the following:

1. Discussions in order to accurately identify the nature and objective of the assignment;
2. A preliminary study is conducted in order to determine what information is required and the sources of the information; i.e., development consultants, title companies, real estate agencies, planning representatives, etc.;
3. General information relating to the subject region and specific information relating to the immediate subject area and the property itself is then assembled;
4. An analysis of demographic and economic trends in the subject region is conducted;
5. Based on the information reviewed, determinations are made in regard to the highest and best use of the property;
6. An appraisal is presented with supporting information categorized and placed into the appraisal work file;
7. The competency of the appraisers in terms of providing a reasonable and supportable conclusion of value is based upon experience in valuing properties having utility similar to the subject. This experience includes the appraisal of property types similar to the subject which are located within the local and regional market area which encompasses the subject community.

## **LEGAL DESCRIPTION**

The complete metes and bounds legal description identifying the subject property was not submitted for our review.

## **PROPERTY OWNERSHIP AND HISTORY**

Fee title to the subject proposed right-of-way is presently vested in the City of Roseburg. To our knowledge, there have been no listings or market transfers of the subject property in the three year period prior to the effective date of this appraisal.

## EXPOSURE AND MARKETING TIME

Exposure time may be defined as follows:

- “1. The time a property remains on the market.
2. An opinion, based on supporting market data, of the length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.”

Source: The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, 2022 and USPAP, 2020-2021 Edition.

Marketing time may be defined as follows:

“An opinion of the amount of time it might take to sell a property interest at the concluded market value or at a benchmark price during the period immediately after the effective date of an appraisal. Marketing time differs from exposure time, which precedes the effective date of an appraisal.”

Source: The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, 2022.

Since this is an appraisal of the public interest value of the subject public street right-of-way and is not a market value appraisal of the fee simple interest in the land, no specific exposure and marketing time has been developed. Analysis of public interest value is based on the goals of social, political, and public agencies rather than typical economic principles underlying market value.

## LOCATION ANALYSIS

The subject property is located at the terminus of West Finlay Avenue in Roseburg, Oregon. Following is a description of Douglas County and a discussion of demographic and economic factors as well as a description of the subject's immediate surroundings. Reference is made to the following map which depicts the location of the subject relative to the surrounding region.



### Roseburg and Douglas County

Roseburg is located within the central portion of Douglas County in southwestern Oregon. The city is situated along both sides of Interstate 5 approximately 125 miles north of the California border. Roseburg serves as the county seat and is the largest city in the area. Other major communities within Douglas County include Sutherlin, Reedsport, Winston, Myrtle Creek, and Canyonville. Distances from Roseburg to notable cities are as follows:

Eugene.....	72 miles north
Portland.....	180 miles north
Seattle.....	352 miles north
Medford.....	97 miles south
Sacramento.....	404 miles south
San Francisco .....	460 miles south

From a geographic standpoint, one of the most positive features of the Roseburg area is its central location along Interstate 5 within southwestern Oregon's scenic Douglas County. The Pacific Coast is located only 80 miles to the west with Diamond Lake (79 miles) and Crater Lake National Park (99 miles) located to the east.

Douglas County exhibits a temperate climate. Extremes of any weather condition in this area are very rare. Low and high temperatures generally range between 34 and 48 degrees in January and 53 and 84 degrees in July. Snowfall is rare on the valley floor and summer humidity is low. Average annual rainfall is approximately 33 inches. The mild climate combined with the close proximity to ocean beaches, skiing, fishing, and other recreational opportunities, has resulted in many seasonal tourists becoming full-time residents.

### **Population**

Douglas County has generally experienced a steady increase in population from 2000 to 2019, with a slight decrease in 2020. The primary reason for population growth throughout Douglas County in the 1990s was in-migration. The popularity of the area as a retirement location, in addition to the desirable quality of life available in a more rural setting, are positive factors that continue today. Reference is made to the following table which provides a population summary for Roseburg, Douglas County, and the unincorporated areas of the county.

### Historic Population

Year	Roseburg	Unincorporated Areas	Douglas County	Oregon
2021	23,701	58,525	111,694	4,266,620
2020	23,684	58,542	111,214	4,243,851
2019	24,890	58,430	112,250	4,236,400
2018	24,820	58,250	111,735	4,195,300
2017	24,015	58,685	111,180	4,141,100
2016	22,820	59,140	110,395	4,076,350
2015	22,500	59,065	109,910	4,013,845
2010	21,660	57,945	107,690	3,844,195
2005	20,790	54,833	102,905	3,628,700
2000	20,125	54,967	100,900	3,436,750

Source: Population Research Center, Portland State University.

Population within Roseburg as well as other communities within the county is expected to remain relatively stable over the next few years. This is due primarily to the following:

- Over the last decade, the natural resource driven economy of has undergone significant change within the commercial fishing and wood product manufacturing sectors.
- An out migration of the younger workforce in search of higher paying jobs.
- Overall industry modernization cutbacks and downsizing have left many communities with an older workforce.

### **Economy**

#### Lumber and Wood Products

The lumber and wood products industry has historically provided the base for the Douglas County economy. Several non-manufacturing industries such as transportation and wholesale trade are also closely related to lumber and wood products production. Approximately 15 percent of total employment in Douglas County is related to manufacturing.

Analysts predicted a significant decline in lumber and wood products employment levels due to the restrictions of logging on Bureau of Land Management and national forest lands. Forecasts in late 1992 called for over 4,000 jobs to be lost statewide by the end of 1994. However, a national housing boom created a demand for wood products from local manufacturers. At the same time, private landholders increased their timber harvest adding to the supply of raw logs. The increased supply provided by these trends helped local wood products manufacturers maintain their staffing levels. Actual job losses in the wood products industry statewide were much lower than expected between 1992 and 1994. Due to the dominant role played by the lumber and wood products industry in Douglas County, the better-than-expected performance within this industry has benefited the local economy. However, it is acknowledged that a further diversification of the local economy would help offset the effects of possible future declines in the potentially volatile timber market.

#### Agriculture

In addition to lumber and wood products, the agricultural industry benefits from the mild climate of the area and contributes close to \$90 million to the local economy. Major crops include berries, nuts, apples, and melons. The climate boasts an average 217-day growing season. The Douglas County area has been compared geographically and climatologically with Italy and southern France which could account for the recent growth in vineyards and vintners in the area. Douglas County is also a major supplier of sheep, cattle, and a variety of other livestock and exotic animals.

#### Manufacturing

As mentioned previously, a further diversification of the economic base in the region would benefit the larger surrounding Douglas County area. Indicative of this trend, several major employers have relocated to the area in order to take advantage of the favorable business climate and quality of life issues.

#### Healthcare

Residents of Roseburg and the entire Douglas County area have access to a number of good quality medical facilities. Comprehensive prevention, education, diagnosis, and treatment services are available through the following:

- Mercy Medical Center
- Columbia-Douglas Hospital
- Roseburg Veterans Affairs Medical Center

In addition, a wide range of specialized care is available at centers devoted to cancer care, dialysis, outpatient surgery, and other medical needs.

## Employment

The following table details the employment figures for Douglas County by category for January 2023 with comparisons to the prior year.

### Douglas County Nonfarm Payroll and Employment

	Jan. 2023	Jan. 2022	Change
Total NonFarm	38,170	37,840	330
Total Private	30,700	30,550	150
Mining, Logging, Construction	2,650	2,640	10
Manufacturing	4,670	4,650	20
Trade, Trans. & Utilities	7,430	7,410	20
Information	290	280	10
Financial Activities	1,310	1,380	-70
Professional/Business Services	3,100	3,310	-210
Education/Health Services	6,520	6,270	250
Leisure & Hospitality	3,370	3,410	-40
Other Services	1,360	1,200	160
Government	7,470	7,290	180

Source: Oregon Employment Department, March 7, 2023.

### Employment Trends

From January 2023 to January 2022, the majority of the sectors recorded increases in employment. The education sector reported the largest increase. Three sectors reported decreases; professional/business services, financial activities, and leisure and hospitality.

Unemployment

As of January 2023, the unemployment rate in Douglas County was 6.5 percent reflecting an increase from the January 2022 rate of 5.4 percent. The following table summarizes civilian labor force statistics for Douglas County.

**Douglas County  
Employment/Unemployment**

	Jan. 2023	Jan. 2022	Change
Civilian Labor Force	47,253	47,829	-576
Employed	44,184	45,255	-1,071
Unemployed	3,069	2,574	495
Unemployment Rate	6.5%	5.4%	---

Source: Oregon Employment Department, March 2023.

In an attempt to diversify the economy, efforts are being made to attract new industry to the area. The Coos-Curry-Douglas County Development Board has played an integral part in a tri-county effort. The addition of the Cow Creek Gaming Center has succeeded in attracting tourists and recreation seekers as well as adding needed employment opportunity. In addition, wholesale and retail trades have been given a boost by the addition of Ingram Books and WinCo Foods distribution centers. Additionally, Costco opened a 148,000 square foot store in Roseburg. The big box complex also provides a 16-pump gas station. It is expected that the region will also see continued growth in both social and health care services.

**Transportation/Linkage**

The larger surrounding Douglas County area is well served by public transportation. The Interstate 5 freeway extends in a north/south direction through the center of Roseburg, with the Pacific Ocean accessible to the west via State Highways 42 and 138. State Highway 138 also extends eastward to State Highway 97 on the east side of the Cascade Mountains and represents a major access route within the central portion of the state. Air transportation for the area is provided by the following:

- Roseburg Regional Airport along the east side of Interstate 5 which accommodates private charters and air freight.

- The Eugene Airport located approximately 75 minutes north is served by major carriers such as United, Delta, Allegiant, American Airlines, and Alaska/Horizon.
- The Rogue Valley International Medford Airport in Medford located 95 miles south is served by United, Delta, Allegiant, American Airlines, and Alaska/Horizon.

Rail service for the Douglas County area is provided by the Central Oregon and Pacific Railroad which accommodates freight service only. Passenger service is available through Amtrak in Eugene. In addition, Greyhound bus lines provide passenger bus service throughout the area.

### **Education**

Within Roseburg, School District No. 4 includes a four-year high school, two three-year middle schools, and nine elementary schools. Total enrollment is approximately 6,700 students. There are also several private schools, nursery and day care facilities, as well as a non-profit alternative school for grades seven to 12.

Umpqua Community College (UCC) is a two-year public institution located on campus which is seven miles north of Roseburg. UCC offers educational programs and adult basic instruction, technical and vocational training, liberal arts studies, and professional transfer courses. Approximately 15,000 students attend one or more classes at UCC each year.

### **Conclusions**

Douglas County offers a quality living environment that will continue to attract new residents to the area. The relatively low cost of living and rural atmosphere are attractive and long-term growth potential appears optimistic. With ever increasing importance being placed upon quality of life issues, Douglas County's long-term growth potential appears optimistic.

The Douglas County economy which was largely dependent upon lumber and timber-related industries has diversified with new growth sectors emerging. Continued diversification of the local economy is expected to create new employment opportunities for the area over the long term.

## Immediate Surroundings

The subject property is located adjacent to the south of the residential properties located between 612 and 634 West Finlay Street in Roseburg, Oregon. A graphic depiction of the immediate area surrounding the subject property is presented as follows.



## Trend

The overall trend of development within the immediate area surrounding the subject property represents primarily residential development in the form of older single family residences along the northerly side of West Finlay Avenue and the Roseburg High School campus along the southerly side. The Interstate 5 interchange is located a short distance to the west.

## THE LAND

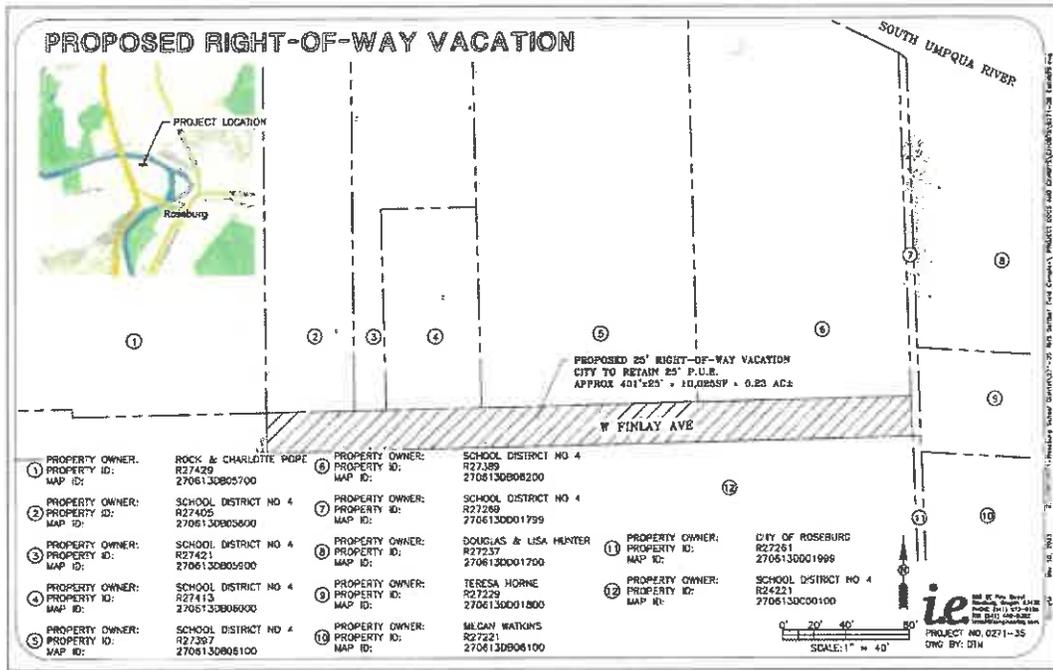
### Location

The proposed street vacation is located at the easterly terminus of West Finlay Avenue in Roseburg, Oregon.

### Subject Street Vacation Area

The proposed street vacation is rectangular in shape and totals approximately 401-feet by 25-feet or 0.23 acre or 10,025 square feet based upon the i.e. Engineering map. The following aerial and survey map provide a graphic depiction of the subject proposed street vacation. It should be noted lines are approximate.





### Adjacent Properties

It should be noted that West Finlay Road, inclusive of the subject area to be vacated, in total, serves 25 tax lots located along the northerly side of the roadway. Of these 25 tax lots, 22 are currently owned by Roseburg School District No. 4. The Roseburg School District No. 4 also owns all of the land to the south of West Finlay Avenue which supports the Roseburg High School campus. According to Tracy Grauf, the Maintenance Director for Roseburg Public Schools, after the street vacation is complete, the school district intends to redevelop the land to the immediate north of the subject into a softball field with synthetic turf. The construction of the softball field is required by the State of Oregon through a Title IX claim. Furthermore, once all properties north of West Finlay Road are purchased and owned by Roseburg School District No. 4, the remaining land area will be redeveloped for further expansion of the Roseburg High School campus. The following aerial depicts the tax lot ownerships in relation to West Finlay Avenue.



## Topography

The subject exhibits generally level topography.

## Soils

No soils report has been provided for our review for any of the adjacent parcels of land or the subject roadways.

No adverse environmental hazards or contaminants pertaining to solids, liquids, or gases were observed on adjacent properties.

## Utilities

It is reported by the client that there are some utility lines within the subject public right-of-way; however, the exact extent and location of the utility services has not been independently verified by the appraiser. As is explained in the Appraisal Problems and Issues section presented previously in this report, we understand that the street vacation application will request that the street vacations be conditioned on a grant or reservation of public and/or private utility easements as necessary for any public or private utilities located within the street right-of-way to be vacated. Therefore, we have disregarded the value of any such public or private utility "easements" or right-of-ways located within the subject public street right-of-way since such easements will effectively be preserved following the vacation of the public street right-of-way.

## **Zoning**

The subject proposed street vacation is located between the R7.5 (Residential) to the north and east and the PR (Public Reserve) to the south zoning districts as administered by the City of Roseburg.

The residential zoning districts are primarily intended to create, maintain, and promote a variety of housing opportunities for individual households and to maintain and promote the desired physical character of existing and developing neighborhoods. The R7.5 district is a single-family residential district.

The Public Reserve and Open Space districts are intended to establish areas which have unique characteristics which require unique regulations. Within the PR district, a variety of public service activities may be conducted without interference from inappropriate levels of residential, commercial, or industrial activities. This district is intended to be applied primarily, though not exclusively, to publicly owned lands.

## **Easements and Encroachments**

To our knowledge, the subject roadways are not encroaching on adjacent property. The identification of encroachments is best determined by qualified individuals and is not within the scope of our expertise as real estate appraisers.

## **Flood Zone Rating**

A review of FEMA Map No. 41019C1728F, dated February 17, 2010, indicates the subject property is located within Flood Zone X (orange), 0.2 percent annual chance flood hazard, area of one percent annual chance flood with average depth less than one foot or with drainage areas of less than one square mile; and Flood Zone AE, a special flood hazard area with base flood elevation or depth. A copy of the FEMA flood map follows.



## HIGHEST AND BEST USE

The highest and best use may be defined as the reasonably probable and legal use of vacant land or an improved property which is physically possible, legally permissible, financially feasible, and results in the highest value. The four criteria in determining the highest and best use of the subject property include the following:

1. Physically Possible - A use for which the property is physically suitable or adaptable.
2. Legally Permissible - A use which is or will be permitted under existing or reasonably obtainable zoning regulations.
3. Financially Feasible - A use for which there is an economic, social, and/or market demand.
4. Maximally Productive - A use which is compatible with the nature and condition of surrounding land uses.

Land is generally valued as though vacant. The highest and best use of the land as though vacant is concluded after the four criteria listed are examined and various alternative uses have been considered and eliminated by the appraiser. The remaining use or in some cases uses that fulfill all four criteria is the highest and best use of the land as though vacant.

### Conclusion

As mentioned previously, the subject land area was created as a public roadway.

The first test in highest and best use is physically possible. Vacant land, or in this case the subject roadway, is constrained by site size, shape, frontage, availability of utilities, and other supporting services, topography, soil composition, and other site conditions and environmental factors. While the subject roadway could meet some of the physically possible tests ***if it were not a dedicated public right-of-way***, as a dedicated public roadway, and regardless of the zoning district, the use is limited to use as a public street. Thus, for example, the public roadway cannot be developed with buildings or other improvements except typical right-of-way improvements such

as paved surfaces, sidewalks, and curbs and gutters. Moreover, even if the roadway could be developed, because it is 25 feet wide, it is our opinion that due to the size and shape of the subject roadway, no practical standalone development would be acknowledged by market participants.

As a result of not being physically possible, the subject public roadway would also fail the "financially feasible" test, which is a use that there is an economic and/or market demand, and maximally productive which is a use which is compatible with the nature and condition of surrounding land uses.

Under legally permissible, without a physically possible, financially feasible, or maximally productive use, legally permissible zoning is a moot point.

It is acknowledged that assemblage with an adjacent parcel may not be the highest and best use in and of itself. Assemblage can be considered a motivation for acquiring a property but is not a specific use for real estate. However, in the case of the subject roadway, that cannot meet three of the four tests of highest and best use, it would be our opinion that assemblage with adjacent property is the only practical use. This opinion is further supported by the fact that this roadway is a "roadway to nowhere" due to the continuity of ownership of abutting and adjacent properties. In addition, West Finlay Avenue terminates at the easterly end of the proposed street vacation.

Irrespective of any value as an assemblage with adjacent parcels, however, the purpose of this appraisal is to "value the public roadway proposed to be vacated"; and thus, this assignment calls for an appraisal of the public right-of-way to be vacated.

## **ASSESSED VALUATION AND TAXES**

As a result of Oregon Ballot Measures 47 and 50, which limit taxable values and property taxes, real estate taxes in Oregon beginning in 1998 are based on a percentage of the real market value. The ballot measures also limit future tax increases to a maximum level of three percent per year. The adjacent parcels are located within the city of Roseburg Tax Code Area 401.

The street vacation acquisition area under appraisal is not taxed as it is owned by the City of Roseburg.

## **LAND VALUE BY COMPARISON**

Although market value was not concluded, as part of the preparation of this appraisal we did research on the Roseburg market for residential lot sales information. These market sales indicators are retained in the appraiser's file and are available upon request.

## **PUBLIC INTEREST VALUE**

Public interest value is contrary to the theory of market value and is typically utilized in the context of support for an acquisition of real property that might exceed market value. The analysis of public interest value tends to be driven by social, political, and public policy goals rather than typical economic principals in the valuation of real property. Further discussion of public interest value can be found in Chapter 6 of The Appraisal of Real Estate, 15<sup>th</sup> Edition, published by The Appraisal Institute. In Chapter 6, where market value is a major focus of most real estate appraisal assignments, other types of values which are discussed in Chapter 6 of The Appraisal of Real Estate include the following:

- Fair value
- Use value
- Investment value

- Public interest value
- Assessed value
- Insurable value
- Liquidation value
- Disposition value

Since market value is the typical value sought after in real estate appraisal, it is incumbent upon the appraiser to be sure the reader of an appraisal report distinguishes the difference between market value and other values as listed above.

As part of the definition of public interest value presented previously, public interest value is, “monetary worth attributable to features that have no measurable worth in the market but may benefit the public or specific segment of the public.” In this case, the subject proposed street vacation only provides access to property owned by a single property owner; and is effectively a “road to nowhere.”

As part of the definition of public interest value, there needs to be a benefit to society. It is our opinion in the case of the subject roadway area to be vacated, that there are potential detrimental benefits to society by having to maintain the roadway. Since this portion of the roadway currently provides access only to improved and vacant real property currently owned by one controlling entity, there is no practical requirement for the general public to have access to this portion of the roadway. The only benefitting party is the owner of the abutting lands for ingress and egress provided to the properties owned by the same benefitting party.

#### Conclusion

In conclusion, it is our opinion that this portion of the roadway subject to this appraisal has no remaining public interest value. This opinion is supported in part by the following:

1. As a public agency, the City of Roseburg is responsible for the costs associated with maintenance of this roadway and has exposure to liability with the continued public use of this roadway. In our opinion, this is not a benefit but considered a detriment to the public.

2. This portion of the roadway serves no practical public use given the continuity of ownership of abutting properties and could be considered a “roadway to nowhere” given the historical changes in serviceability of the roadway to the general public.
3. As discussed in the highest and best use section, there is no standalone development potential for the subject roadway that would provide an economic return to the land without assemblage with adjacent or abutting property.
4. Since the subject roadway terminates at the easterly end of the proposed street vacation, it precludes any probable or practical extension of any of the subject roadway for the benefit of the public.
5. In an interview with Dave Manning of i.e. Engineering, he points out that improvements will be made to the existing sanitary sewer line, placing a new man-hole with an access road, with all the City of Roseburg’s utility easement to remain after the street vacation. In our opinion, this is a net gain to the City and supports approval of the proposed street vacation.

**VALUATION**

Based upon the studies and examinations made, the opinion is formed subject to the limiting conditions and assumptions stated herein that the “as is” market value of the **fee simple interest** in the roadway to be vacated based upon economic and market conditions as of April 13, 2023 is as follows:

**“As Is” Market Value in the Subject Roadway  
to be Vacated (April 13, 2023)**

**ZERO DOLLARS**

**\$0.00**

## **ASSUMPTIONS AND LIMITING CONDITIONS**

This report is made expressly subject to the following assumptions and limiting conditions:

1. No responsibility is assumed by the appraisers for matters which are legal in nature.
2. No opinion of title is rendered, and the property is appraised as though free of all encumbrances and the title marketable.
3. The appraisal covers the property described only, and the legal description is assumed to be correct.
4. No survey of the boundaries of the property has been made. All areas and dimensions furnished to the appraisers are assumed to be correct.
5. Information concerning market and operating data, as well as data pertaining to the property appraised, was obtained from others and/or based on observation. This information has been verified and checked, where feasible, and is used in this appraisal only if it is believed to be reasonably accurate and correct. However, such information is not guaranteed, and no liability is assumed resulting from possible inaccuracies or errors regarding such information or estimates.
6. The data contained herein comprises the pertinent data considered necessary to support the value estimates. We have not knowingly withheld any pertinent facts, but we do not guarantee that we have knowledge of all factors which might influence the value of the subject property. Due to rapid changes in the external factors, the value estimates are considered reliable only as of the effective date of the appraisal.
7. The appraisers assume there are no hidden or unapparent conditions of the property, subsoil, or structures that would render it more or less valuable. The appraisers assume no responsibility for such conditions, or for engineering required to discover such factors. It is assumed no soil contamination exists as a result of chemical drainage or leakage in connection with any production operations on or near the property. In addition, the existence (if any) of potentially hazardous materials, such as asbestos, used in the construction or maintenance of the improvements or disposed of on-site, has not been considered. The

undersigned appraisers acknowledge they are not qualified to render an opinion with regard to the presence of toxic materials, and recommend an environmental scientist be retained to determine the exact status of the property. No environmental impact studies were requested nor performed with regard to this appraisal, and the appraisers hereby reserve the right to alter, amend, revise, or rescind any portion of the value or opinions expressed herein based on any subsequent data discovered which could significantly impact the market value of the property.

8. The distribution of total valuation estimate in this report between land and improvements (if any) applies only under the existing or reported program of utilization. The separate valuation for land and improvements (if present) must not be used in conjunction with any other appraisal and is invalid if so used.
9. The assumption has been made that all required licenses, consents, permits, or other legislative or administrative authority, local, state, federal, and/or private entity or organization have been or can be obtained or renewed for any use considered in the value estimate.
10. The property is appraised as though operated under competent and responsible ownership and management.
11. Opinions of value contained herein are estimates. There is no guarantee, written or implied, that the subject property will sell for such amounts. It assumes there is full compliance with all applicable federal, state, local environmental regulations and laws unless noncompliance is stated, defined, and considered in the appraisal report.
12. It is assumed that all applicable zoning and use regulations and restrictions have been complied with unless nonconformity has been stated, defined, and considered in the appraisal report.
13. The appraisers are not required to give testimony or to be in attendance in court or before other legal authority by reason of this appraisal without prior agreement and arrangement between the Client and appraisers.
14. Disclosure of the contents of this appraisal report is governed by the By-Laws and Regulations of the Appraisal Institute.

15. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraisers or the firm with which they are connected, or any reference to the Appraisal Institute or to the MAI or RM designation) shall be disseminated to the public through advertising media, public relations media, news media, sales media, prospectus for securities, or any other public means of communication without prior written consent and approval of the appraisers.
16. The appraisers assume no responsibility for any costs or consequences arising due to the need or the lack of need for flood hazard insurance. An agent for the Federal Flood Insurance Program should be contacted to determine the actual need for flood hazard insurance.
17. The liability of the appraisers' company, its owner and staff, is limited to the Client only. There is no accountability, obligation, or liability to any third party. The appraisers are in no way to be responsible for any costs incurred to discover or correct any deficiencies of any type present in the property; physically, financially, and/or legally.
18. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. The appraiser has not made a specific compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative impact upon the value of the property. Since the appraiser has no direct evidence relating to this issue, possible noncompliance with the requirements of the ADA in estimating the value of the property has not been considered.

## CERTIFICATION

The undersigned appraisers certify that they have personally analyzed an approximate 401-foot by 25-foot proposed street vacation at the terminus of West Finlay Avenue in Roseburg, Oregon; and to the best of their knowledge and belief,

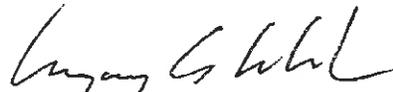
1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and is our personal unbiased professional analyses, opinions, and conclusions.
3. We have no past, present, or prospective direct or indirect interest in the property that is the subject of this report and no personal interest or bias with respect to the parties involved.
4. We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. Our compensation is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event. The appraisal assignment was not based on a required minimum valuation, a specific valuation, or the approval of a loan.
7. We are competent to appraise the property that is the subject of this report based on our previous experience appraising similar type properties.
8. The reported analyses, opinions, and conclusions were developed and this report has been prepared in conformity with the Uniform Standards of Professional Appraisal Practice.
9. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
10. As of the effective date of this report, Gregory S. Schuler and David M. Matlock have completed the certification requirement with respect to continuing education for certified general appraisers within the State of Oregon. As of the date of this

report, Gregory S. Schuler has completed the continuing education program for Practicing Affiliates of the Appraisal Institute.

11. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.
12. Gregory S. Schuler and David M. Matlock find the content and conclusions of the appraisal and the report were prepared in accordance with the Uniform Standards of Professional Appraisal Practice adopted by the Appraisal Institute. Gregory S. Schuler and David M. Matlock have made a personal exterior inspection of the subject property.
13. No one provided significant appraisal or appraisal review assistance to the person(s) signing this certification.
14. The appraisers have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the prior three year period immediately preceding acceptance of this assignment.

Respectfully submitted,

CASCADE CHARTER COMPANY, LLC



GREGORY S. SCHULER  
Oregon State Certified General Appraiser  
License No. C000268  
Expiration Date: May 31, 2023



DAVID M. MATLOCK  
Oregon State Certified General Appraiser  
License No. C001357  
Expiration Date: February 29, 2024

*ADDENDA*

***Subject Photographs***



View easterly of the West Finlay Avenue proposed street vacation



View westerly of the West Finlay Avenue proposed street vacation

***Tax Lots on the North Side of the  
West Finlay Avenue Proposed Street Vacation***



Tax Lot 5800 – High school greenhouse



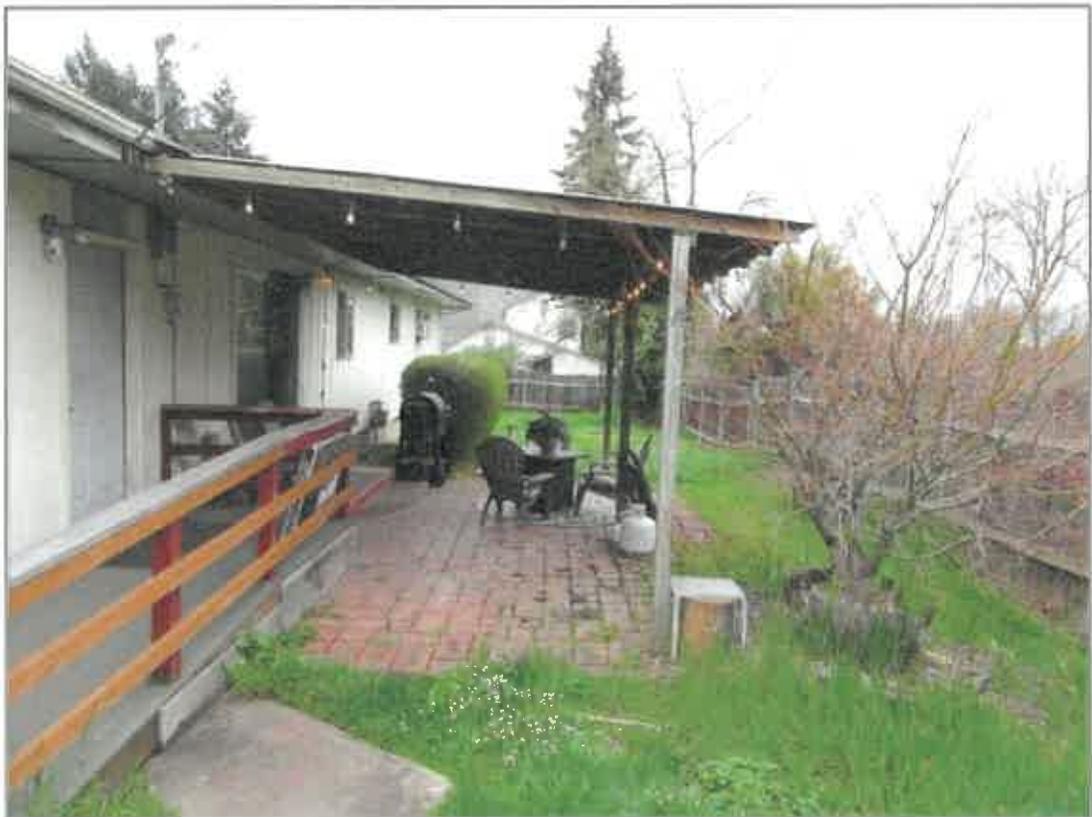


Tax Lot 5900 – Rental house





Tax Lot 6000 – Rental house





Tax Lot 6100 -- Vacant land





Tax Lot 6200 – House to be razed



# QUALIFICATIONS

## GREGORY S. SCHULER

### Employment

1981 to Present: Principal with Cascade Charter Company, LLC (or other related companies) in Medford, Oregon. Real estate appraiser specializing in industrial, commercial, and special use properties.

2004 to 2007: CEO of First Charter Companies in Jacksonville and Medford, Oregon. First Charter Real estate development, construction, and marketing.

1994 to 2000: Secretary/Treasurer of Commercial Real Estate Advisors, Inc. (CRA), Medford, Oregon. Commercial and retail real estate development, construction, and leasing.

1976 to 1980: Pulver & Leever Commercial Real Estate, Medford, Oregon. Real estate marketing specializing in commercial and industrial sales and leasing.

### Professional Affiliations

State Certified General Appraiser:

Oregon	License No. C000268
California	License No. AG017213

Associate Member, Appraisal Institute

Licensed Real Estate Broker, State of Oregon. License No. 780401812

### Appraisal Courses

- Uniform Standards of Professional Appraisal Practice
- Basic Valuation Procedures
- Small Hotel/Motel Valuation
- Federal Land Exchanges
- Technical Inspection of Real Estate
- Appraisal Review – General
- General Appraiser Sales Comparison Approach
- Litigation Appraising: Specialized Topics and Applications
- Oregon Land Use Law
- Right of Way Appraisals
- Oregon Water Law
- Update and Review of Oregon Law and the Appraiser
- Identifying Comparable Properties
- Eminent Domain

### Education

Bachelor of Science degree in Business and Marketing, Oregon State University, 1973.



**Appraiser Certification and Licensure Board**  
**State Certified General Appraiser**  
*28 hours of continuing education required*

GREGORY S SCHULER  
CASCADE CHARTER COMPANY, LLC  
2800 BIDDLE RD  
MEDFORD, OR 97504

License No.: C000268

Issue Date: June 01, 2021

Expiration Date: May 31, 2023

**Chad Koch, Administrator**

# **QUALIFICATIONS DAVID M. MATLOCK**

## **Employment**

2012 to Present: Associate with Cascade Charter Company, LLC in Medford, Oregon. Real estate appraiser specializing in industrial, commercial, and special use properties.

## **Professional Affiliations**

State Certified General Appraiser:

Oregon

License No. C001357

## **Appraisal Courses**

Uniform Standards of Professional Appraisal Practice  
Appraisal Principles  
General Appraiser Market Analysis and Highest and Best Use  
Real Estate Finance Statistics and Valuation Modeling  
General Appraiser Site Valuation and Cost Approach  
General Appraiser Sales Comparison Approach  
General Appraiser Income Approach  
Small Hotel/Motel Valuation  
Comparative Analysis  
Commercial Appraisal Review  
Expert Witness for Commercial Appraisers

## **Education**

Bachelor of Science degree in Business Management, Southern Oregon University.



DAVID M MATLOCK  
Cascade Charter, LLC  
2800 BIDDLE ROAD  
MEDFORD, OR 97504

## Appraiser Certification and Licensure Board

### State Certified General Appraiser

*28 hours of continuing education required*

License No.: C001357

Issue Date: March 01, 2022

Expiration Date: February 29, 2024

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Chad Koch, Administrator

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### RESOLUTION NO. 2023-20 A RESOLUTION AMENDING THE FEE SCHEDULE TO ADD A FEE FOR RE-KEYING LOCKS ASSOCIATED WITH RENTING THE FORD ROOM AT ROSEBURG PUBLIC LIBRARY

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Meeting Date: August 28, 2023  
Department: Library  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Resolutions  
Staff Contact: Kris Wiley, Director  
Contact Telephone Number: 541-492-7051

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#### ISSUE STATEMENT AND SUMMARY

The library proposes adding a fee to cover the cost of re-keying locks when a renter of the Ford Room loses the key. The issue for Council is whether to adopt the attached resolution and amend the Fee Schedule to add this fee.

#### BACKGROUND

##### A. Council Action History.

Council has not taken action on this matter.

##### B. Analysis.

Roseburg Public Library's Ford Room is available for rent to community members when the building is not staffed by library or Douglas Education Service District personnel. One key is given to the renter, and it provides access to the front door, the Ford Room, and two restrooms located in the lobby.

Renters sign a Meeting Room Application agreeing to abide by the Meeting Room Policy, which includes applicable fees. If this resolution is adopted, the Meeting Room Policy Use Fees section will be updated to include the re-keying fee.

To date, the City has not had to re-key these locks; however, staff wants to be prepared for this possibility.

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

Based on an oral quote from a local locksmith, staff proposes a \$150 fee per incident, which will cover the re-keying costs. The City will absorb the cost of staff time associated with re-keying locks (e.g., scheduling and monitoring work). The fee schedule is reviewed annually, and staff will update this fee as necessary.

##### D. Timing Considerations.

This fee currently is not part of the schedule, so it would be prudent to move forward with this item as soon as practical.

### **COUNCIL OPTIONS**

Council has the following options:

1. Adopt the attached resolution and amend the Fee Schedule to add a \$150 fee per incident for re-keying locks associated with renting the Ford Room; or
2. Request additional information; or
3. Not adopt the resolution.

### **STAFF RECOMMENDATION**

The Library Commission discussed this item at their August 15, 2023, meeting and unanimously recommended that the City Council adopt a resolution amending the Fee Schedule to include the cost of re-keying locks associated with renting the Ford Room.

### **SUGGESTED MOTION**

***“I move to adopt Resolution No. 2023-20 amending the Fee Schedule to add a \$150 fee per incident for re-keying locks associated with renting the Ford Room.”***

### **ATTACHMENTS:**

Attachment #1: Resolution No. 2023-20

Attachment #2: Library Meeting Room Policy with proposed update

## MEETING ROOM POLICY

Roseburg Public Library has several meeting rooms available for public use.

- Ford Family Room: capacity 104  
Available to the public when the building is unoccupied by staff. Wireless projector, sound system, and microphone available.
- Deer Creek Room: capacity 80  
Available only when the building is occupied by staff. Projector available.
- South Umpqua Room: capacity 60  
Available only when the building is occupied by staff. Projector available.
- Multipurpose Room #1: capacity 9  
Available only when the building is occupied by staff. Single- and multipoint videoconferencing available.
- Multipurpose Room #2: capacity 9  
Available only when the building is occupied by staff. Single- and multipoint videoconferencing available.
- Study Room: capacity 6  
Available only when the building is occupied by staff. No technology provided.

## RESERVATION SYSTEM

Meeting room use is prioritized to Roseburg Public Library/City of Roseburg, Douglas Education Service District (ESD), and Friends of the Library. All other entities must contact Roseburg Public Library at 541-492-7051 to reserve a room.

Users are limited to reserving any room no more than 12 times in one year. Reservations for the Ford Room will be accepted up to 12 months in advance of a meeting. Reservations for all other rooms will be accepted up to six months in advance.

## USE FEES

Fees must be paid by cash or check to City of Roseburg.

Roseburg Public Library/City of Roseburg/Douglas Education Service District/Friends of the Library events: no charge

Recognized veterans organizations: no charge

For all other uses:

- Ford Family Room: \$25 when the ESD and/or Library are open to the public; \$75 when the ESD and Library are closed
- Deer Creek Room: \$25
- South Umpqua Room: \$25
- Multipurpose Room #1: For meeting room only or single-point videoconferencing: \$25. For multipoint videoconferencing: Contact ESD for quote.
- Multipurpose Room #2: For meeting room only or single-point videoconferencing: \$25. For multipoint videoconferencing: Contact ESD for quote.

- Study Room: Available at no charge on a drop-in basis for two hours; time may be extended if no one is waiting.

Re-keying fee assessed for lost key associated with Ford Room rental: \$150/incident

## **PARKING**

Limited parking is available in the library lot.

## **PROHIBITED ACTIVITIES/USES**

The following is prohibited in all meeting rooms:

- Alcoholic beverages allowed in Ford Room only. An Alcohol Use Application must be completed and submitted to City of Roseburg Administration at 900 SE Douglas Ave., along with required OLCC permits. Contact 541-492-6866 for information.
- Animals other than service animals. A service animal is defined as a dog or miniature horse that has been individually trained to do work or perform tasks for an individual with a disability. The tasks performed by the service animal must be directly related to the person's disability.
- Any event at which an admission fee is charged.
- Any event at which future business will be solicited by a speaker through literature available at the meeting.
- Any event at which merchandise is offered for sale. Exceptions are made for Douglas ESD/Roseburg Public Library/Friends of the Library-sponsored events as well as vendors who have a City of Roseburg business license.
- Burning of any items, including candles or incense.
- Commercial activities.
- Smoking, vaping, or aerosolizing. Roseburg Public Library is a tobacco-free facility.
- Staples, tacks, nails, tape, or adhesives on painted surfaces.
- Violations of State and local Fire Codes and OSHA Regulations.
- Weapons of any kind, except as permitted by ORS 166.370.

## **RESPONSIBILITIES**

In case any claim, action, or proceeding is brought against the City in any forum whatsoever by reason of any obligation to be performed under the terms of meeting room use by the user or arising from any act or omission of the user or the attendees and the user shall, upon notice from City, defend at trial and on appeal the City at the sole expense of the user, by counsel of City's choosing. This obligation to defend extends to all manner of proceedings, whether in a judicial, administrative, or other forum.

To the fullest extent authorized by law, the user shall indemnify and hold harmless the City from and against any and all loss, cost, claim, damage, injury, illness, or liability whatsoever, including reasonable attorney fees and costs of litigation and appeal, arising from the activities of the user, subject to the limitations of liability for public

bodies set forth in the Oregon Tort Claims Act ORS 30.26030.300 and the Oregon Constitution.

By virtue of allowing use of a room, the City is not a partner or joint venturer with, or agent of, the user in connection with the activity carried on during use of the room.

Meeting rooms are provided in "as is" condition and order. During use of a room, the user must maintain and secure the room in good, clean, and safe condition. Before leaving, the room and any areas adjacent thereto affected by use of the room must be restored to the condition they were in immediately before commencement of use. Upon expiration of allotted time for use of room, users must peaceably and quietly quit and surrender the room in as good a condition as found. All extra materials must be removed. All garbage must be disposed of in the proper containers.

The user hereby fully and unconditionally waives its individual and collective rights to recover from the City any loss, damage, restitution, or compensation arising out of meeting room use or out of the use of any other City property associated with meeting room use. The City shall in no event be liable for any loss or damage suffered or incurred by the user for any reason whatsoever. Such waiver includes, without limitation, waiver of liability for death, personal injury, illness, theft, damage to motor vehicles, loss of property from within motor vehicles, business interruption, lost profits, consequential damages and rights of subrogation.

Failure to comply with meeting room policies may result in revocation of meeting room use privileges.

**DISCLAIMER**

The City of Roseburg neither approves nor disapproves of the content, topics, subject matter, or points of view of individuals or groups using the facilities.

**RESOLUTION NO. 2023-20  
A RESOLUTION AMENDING THE FEE SCHEDULE TO ADD A FEE  
FOR RE-KEYING LOCKS ASSOCIATED WITH RENTING THE FORD ROOM  
AT ROSEBURG PUBLIC LIBRARY.**

**WHEREAS**, Roseburg Public Library has been operating since December 2018 and allows community members to rent the Ford Room when the building is not staffed by library or Douglas Education Service District personnel; and

**WHEREAS**, renters receive a key to access the space when the library and Douglas Education Service District are not staffed; and

**WHEREAS**, there is the possibility that renters may lose the key, creating the need to re-key locks associated with their rental.

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

**Section 1.** The following fee will be added in the City of Roseburg Fee Schedule under ADMINISTRATION:

**Roseburg Public Library Room Rental**

Other Agencies:

Ford Family Room

Re-key fee ..... \$150/incident

**Section 2.** This resolution shall become effective immediately upon adoption by the Roseburg City Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING  
ON THE 28TH DAY OF AUGUST, 2023.**

\_\_\_\_\_  
**Patty Hitt, City Recorder**

**ORDINANCE NO. 3591**

**AN ORDINANCE GRANTING A TELECOMMUNICATION FRANCHISE TO  
MCLEOD USA TELECOMMUNICATIONS SERVICES, LLC  
EFFECTIVE JANUARY 1, 2024**

**SECTION 1. Grant of Franchise.** The City of Roseburg, hereinafter called “City,” hereby grants McLeod USA Telecommunications Services, LLC, hereinafter called “Franchisee,” the non-exclusive right to use and occupy all public ways within the Franchise Territory, solely for the purposes described herein, for a period of three years, beginning January 1, 2024, and ending December 31, 2026, following Franchisee’s acceptance of the Franchise as provided in Section 11 of this Ordinance.

**SECTION 2. Incorporation of Roseburg Municipal Code.** This Franchise is granted pursuant to Chapter 9.25 of the Roseburg Municipal Code (“RMC”), entitled “Telecommunications Providers,” and shall be interpreted to include all provisions of Chapter 9.25, as it now exists and as it may be amended during the term of the Franchise, and all other provisions of the Roseburg Municipal Code and City regulations with which Chapter 9.25 requires compliance, as if set forth in writing herein. A copy of Chapter 9.25, as it exists and is in effect on the effective date of this Franchise, is attached to this Franchise as Exhibit “A.” It shall be the responsibility of the Franchisee to keep itself informed of any amendments to applicable provisions of the Roseburg Municipal Code and all related regulations.

**SECTION 3. Amendment and Renewal.** The Franchise granted by this Ordinance may be amended in accordance with RMC 9.25.120 and may be renewed in accordance with RMC 9.25.100.

**SECTION 4. Franchise Territory.** The “Franchise Territory” is all territory within the boundaries of the City of Roseburg, as currently existing or as the boundaries may be adjusted during the term of this Franchise.

**SECTION 5. Services to be Provided.** Franchisee shall provide telecommunications services as authorized by law to residents, businesses and other entities within the City of Roseburg.

**SECTION 6. Franchise Fees.** Franchise fees shall be based on Franchisee’s annual use of the City’s public ways, as provided below:

**A. Fee Base.** For the privileges granted by this Franchise, Franchisee shall pay five percent (5%) of its gross revenue derived from services provided to customers within the City limits of Roseburg.

**B. Payment.** All payments due hereunder shall be paid to the City of

Roseburg by check or money order delivered to the address of the City for notices as set forth herein.

**C. Due Date.** Franchise fees shall be paid to the City on a quarterly basis, based on the revenues derived from the quarter just passed, not more than 30 days following the end of each quarter.

**D. Late Fee.** If Franchisee fails to pay the Franchise fee when due, Franchisee shall be charged a penalty of ten percent (10%), and the legal rate of interest established by state statute on the unpaid balance.

**SECTION 7. Notices and Authorized Representatives.**

**A.** Except for emergency notification of Franchisee, all notices or other communications between the parties shall be deemed delivered when made by certified United States mail or confirmed express courier delivery to the following persons and locations:

**If to City:**

City of Roseburg  
ATTN: Patty Hitt, City Recorder  
900 SE Douglas  
Roseburg, OR 97470  
E-mail: [phitt@cityofroseburg.org](mailto:phitt@cityofroseburg.org)  
Phone: 541-492-6866

**If to Franchisee:**

McLeod USA Telecommunications Services, LLC  
ATTN: Michelle Junk-Yauslin  
4001 N Rodney Parham Rd  
Little Rock, AR 72212  
E-mail: [michelle.junk-yauslin@windstream.com](mailto:michelle.junk-yauslin@windstream.com)  
Phone: 319-241-3017

Either party may change the identity of its authorized representative(s) or its address or phone number for notice purposes by delivering written notice of the change to the other party.

**B.** In case of an emergency that causes or requires interruption of service, City shall give Franchisee emergency notification by hand delivery or telephone, as appropriate to the nature of the emergency, to the following:

**Contact Person's Name:** Michelle Junk-Yauslin  
**Mailing Address:** 4001 N Rodney Parham Rd, Little Rock, AR 72212  
**Telephone:** 319-241-3017

**SECTION 8. Location, Relocation and/or Removal of Facilities.** RMC Chapter 4.02, along with RMC Sections 9.25.290 – 9.25.320, sets forth the conditions for the construction, installation, location, relocation and removal of Franchisee's facilities. There are no exceptions or additions to these regulations unless Franchisee is exempted by statute.

**SECTION 9. Representation and Warranty of Franchisee.** By executing this document, Franchisee represents and warrants that it is familiar with all provisions of this Franchise, including those contained in this Ordinance, and that it accepts and agrees to be bound by all terms, conditions and provisions set forth herein.

**SECTION 10. Franchise Effective Date.** Franchisee submitted an application requesting a telecommunications franchise and paid the application processing fee on July 18, 2023. The original franchise agreement began January 1, 2009, and will terminate December 31, 2023. The Roseburg City Council approved such request at its meeting on August 28, 2023; and hereby authorizes this Franchise to take effect January 1, 2024, and expire on December 31, 2026, provided Franchisee satisfies the acceptance requirements of Section 11 of this Ordinance.

**SECTION 11. Acceptance of Franchise.** Upon receipt of this Ordinance, Franchisee shall sign in the space below to indicate its unconditional acceptance of the terms and conditions upon which City has offered the Franchise described herein, and immediately return such acceptance to the City. If Franchisee fails to accept the Franchise and return acceptance to City within 30 days of the adoption of this Ordinance, this Ordinance and the Franchise granted herein shall become void and have no force or effect.

**ADOPTED BY THE CITY COUNCIL ON THIS 28th DAY OF AUGUST, 2023.**

**APPROVED BY THE MAYOR ON THIS 28th DAY OF AUGUST, 2023.**

**MAYOR**

---

Larry Rich

**ATTEST:**

---

Patty Hitt, City Recorder

**(Franchisee's Acceptance on Following Page)**

**FRANCHISEE'S ACCEPTANCE OF ORDINANCE NO. 3591.** This Ordinance is hereby accepted by McLeod USA Telecommunications Services, LLC on this \_\_\_\_ day of \_\_\_\_\_, 2023.

**By:** \_\_\_\_\_  
(Signature)

**Name:** \_\_\_\_\_  
(Printed)

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

State of \_\_\_\_\_)

) ss.

County of \_\_\_\_\_)

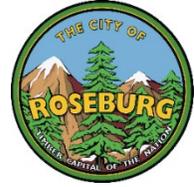
This acceptance was signed before me on \_\_\_\_\_, 2023 by, \_\_\_\_\_ as \_\_\_\_\_ of McLeod USA Telecommunications Services, LLC

Notary Public for \_\_\_\_\_  
Name: \_\_\_\_\_  
My commission expires on: \_\_\_\_\_

.....  
Acceptance received by City Recorder on \_\_\_\_\_, 2023.

\_\_\_\_\_  
**Patty Hitt, City Recorder**

## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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### ORDINANCE NO. 3594 GRANTING A TELECOMMUNICATIONS FRANCHISE TO GARMIN SERVICES, INC.

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Meeting Date: August 28, 2023  
Department: Administration  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Ordinances  
Staff Contact: Patty Hitt  
Contact Telephone Number: 541-492-6866

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#### ISSUE STATEMENT AND SUMMARY

The City has received an application for a telecommunications franchise from Garmin Services, Inc. located in Olathe, Kansas.

#### BACKGROUND

##### A. Council Action History.

No history. This is a new telecommunications provider.

##### B. Analysis.

Garmin Services, Inc. would like to start serving customers in Roseburg on October 1, 2023, under a new franchise agreement. An application was received on August 18, 2023, and the application fee of \$200 was paid.

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

Under the Roseburg Municipal Code definitions of telecommunications "provider" and telecommunication "service," Garmin Services, Inc. is a Non-Carrier with City Customers and is required to pay a franchise fee of 5% of the gross revenues derived from customers within the City.

##### D. Timing Considerations.

The effective date of the new franchise agreement will be October 1, 2023, and the initial term of the franchise is two years, three months, with an expiration date of December 31, 2025. The ordinance will allow renewal options of three years each, for a total of five terms.

#### COUNCIL OPTIONS

Council has the following options:

- Proceed with first reading of the ordinance; or
- Request additional information; or
- Do nothing.

#### STAFF RECOMMENDATION

Staff recommends that Council proceed with first reading of the ordinance.

**SUGGESTED MOTION**

No action required, just first reading of the ordinance.

**ATTACHMENTS:**

Attachment #1 – Ordinance #3594

**ORDINANCE NO. 3594**

**AN ORDINANCE GRANTING A TELECOMMUNICATIONS FRANCHISE TO  
GARMIN SERVICES, INC. EFFECTIVE OCTOBER 1, 2023**

**SECTION 1. Grant of Franchise.** The City of Roseburg, hereinafter called “City,” hereby grants Garmin Services, Inc., hereinafter called “Franchisee,” the non-exclusive right to use and occupy all public ways within the Franchise Territory, solely for the purposes described herein, for a period of two years, three months, beginning October 1, 2023, and ending December 31, 2025, following Franchisee’s acceptance of the Franchise as provided in Section 11 of this Ordinance.

**SECTION 2. Incorporation of Roseburg Municipal Code.** This Franchise is granted pursuant to Chapter 9.25 of the Roseburg Municipal Code (“RMC”), entitled “Telecommunications Providers,” and shall be interpreted to include all provisions of Chapter 9.25, as it now exists and as it may be amended during the term of the Franchise, and all other provisions of the Roseburg Municipal Code and City regulations with which Chapter 9.25 requires compliance, as if set forth in writing herein. A copy of Chapter 9.25, as it exists and is in effect on the effective date of this Franchise, is attached to this Franchise as Exhibit “A.” It shall be the responsibility of the Franchisee to keep itself informed of any amendments to applicable provisions of the Roseburg Municipal Code and all related regulations.

**SECTION 3. Amendment and Renewal.** The Franchise granted by this Ordinance may be amended in accordance with RMC 9.25.120 and may be renewed in accordance with RMC 9.25.100.

**SECTION 4. Franchise Territory.** The “Franchise Territory” is all territory within the boundaries of the City of Roseburg, as currently existing or as the boundaries may be adjusted during the term of this Franchise.

**SECTION 5. Services to be Provided.** Franchisee shall provide telecommunications services as authorized by law to residents, businesses and other entities within the City of Roseburg.

**SECTION 6. Franchise Fees.** Franchise fees shall be based on Franchisee’s annual use of the City’s public ways, as provided below:

**A. Fee Base.** For the privileges granted by this Franchise, Franchisee shall pay five percent (5%) of its gross revenue derived from services provided to customers within the City limits of Roseburg.

**B. Payment.** All payments due hereunder shall be paid to the City of Roseburg by check or money order delivered to the address of the City for notices as set forth herein.

**C. Due Date.** Franchise fees shall be paid to the City on a quarterly basis, based on the revenues derived from the quarter just passed, not more than 30 days following the end of each quarter.

**D. Late Fee.** If Franchisee fails to pay the Franchise fee when due, Franchisee shall be charged a penalty of ten percent (10%), and the legal rate of interest established by state statute on the unpaid balance.

**SECTION 7. Notices and Authorized Representatives.**

**A.** Except for emergency notification of Franchisee, all notices or other communications between the parties shall be deemed delivered when made by certified United States mail or confirmed express courier delivery to the following persons and locations:

**If to City:**

City of Roseburg  
ATTN: Patty Hitt, City Recorder  
900 SE Douglas  
Roseburg, OR 97470  
E-mail: [phitt@cityofroseburg.org](mailto:phitt@cityofroseburg.org)  
Phone: 541-492-6866

**If to Franchisee:**

Garmin Services, Inc.  
  
1200 E 151<sup>st</sup> Street  
Olathe, KS 66062  
E-mail: [tax.dept@garmin.com](mailto:tax.dept@garmin.com)  
Phone: 913-397-8200

Either party may change the identity of its authorized representative(s) or its address or phone number for notice purposes by delivering written notice of the change to the other party.

**B.** In case of an emergency that causes or requires interruption of service, City shall give Franchisee emergency notification by hand delivery or telephone, as appropriate to the nature of the emergency, to the following:

**Contact Person's Name:** Sarah Kramlich

**Mailing Address:** 2 Delorme Drive, Yarmouth, ME 04096

**Telephone:** 207-846-7104

**SECTION 8. Location, Relocation and/or Removal of Facilities.** RMC Chapter 4.02, along with RMC Sections 9.25.290 – 9.25.320, sets forth the conditions for the construction, installation, location, relocation and removal of Franchisee's facilities. There are no exceptions or additions to these regulations unless Franchisee is exempted by statute.

**SECTION 9. Representation and Warranty of Franchisee.** By executing this document, Franchisee represents and warrants that it is familiar with all provisions of this Franchise, including those contained in this Ordinance, and that it accepts and agrees to be bound by all terms, conditions and provisions set forth herein.

**SECTION 10. Franchise Effective Date.** Franchisee submitted an application requesting a new telecommunications franchise and paid the application processing fee on August 18, 2023. The Roseburg City Council approved the request for a new franchise agreement at its meeting on September 11, 2023; and hereby authorizes this Franchise effective October 1, 2023, and expiring on December 31, 2025, provided Franchisee satisfies the acceptance requirements of Section 11 of this Ordinance.

**SECTION 11. Acceptance of Franchise.** Upon receipt of this Ordinance, Franchisee shall sign in the space below to indicate its unconditional acceptance of the terms and conditions upon which City has offered the Franchise described herein, and immediately return such acceptance to the City. If Franchisee fails to accept the Franchise and return acceptance to City within 30 days of the adoption of this Ordinance, this Ordinance and the Franchise granted herein shall become void and have no force or effect.

**ADOPTED BY THE CITY COUNCIL ON THIS 11th DAY OF SEPTEMBER, 2023.**

**APPROVED BY THE MAYOR ON THIS 11TH DAY OF SEPTEMBER, 2023.**

**MAYOR**

\_\_\_\_\_  
Larry Rich

**ATTEST:**

\_\_\_\_\_  
Patty Hitt, City Recorder

**(Franchisee's Acceptance on Following Page)**

**FRANCHISEE'S ACCEPTANCE OF ORDINANCE NO.3594.** This Ordinance is hereby accepted by Garmin Services, Inc. on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**By:** \_\_\_\_\_  
(Signature)

**Name:** \_\_\_\_\_  
(Printed)

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

State of \_\_\_\_\_)

) ss.

County of \_\_\_\_\_)

This acceptance was signed before me on \_\_\_\_\_, 20\_\_ by,  
\_\_\_\_\_ as \_\_\_\_\_ of Garmin Services, Inc.

Notary Public for \_\_\_\_\_

Name: \_\_\_\_\_

My commission expires on: \_\_\_\_\_

.....  
Acceptance received by City Recorder on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
**Patty Hitt, City Recorder**

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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## ROSEBURG DISPOSAL RATE INCREASE

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**Meeting Date: August 28, 2023**  
**Department: Administration**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section: Department Items**  
**Staff Contact: Patty Hitt, City Recorder**  
**Contact Telephone Number: 541-492-6866**

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### ISSUE STATEMENT AND SUMMARY

By letter received July 27, 2023, General Manager Dori John of Roseburg Disposal Company advised the City of their need to implement a rate increase effective November 1, 2023.

### BACKGROUND

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

On January 25, 2021, the Council approved Roseburg Disposal Company's request to implement a rate increase effective May 1, 2021.

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

Roseburg Municipal Code (RMC) 9.20.050 requires the solid waste licensee to keep a current rate schedule on file in the Recorder's office and to give 90 days' written notice to the City and all customers prior to any rate adjustment. Such notice is then forwarded for Council consideration. Council can either approve the rate adjustment or declare its intent to require a licensee to give further notice to customers and/or present more evidence as to the need for the increase. If Council decides to review the licensee's request further, the rate adjustment is suspended until Council's final review.

Roseburg Disposal Company last adjusted their rates in 2021 by implementing increases between 8% and 9%. Roseburg Disposal hired an independent auditor to review their finances and make recommendations on needed increases. The requested increases are shown on the attached request letter and vary between 13.89% and 20% of the current rates for customers within the city. As an example, one-can 40 gallon residential service with weekly service will increase from \$17.25 to \$20.00 monthly.

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

The City's annual fee for a solid waste management license is a set fee, currently \$30,000. There are no financial or resource considerations for the City related to this matter.

**D. Timing Considerations.**

If Council elects not to review, the rate increase will become effective November 1, 2023. If Council wants to review the matter further, the adjustment will be suspended until Council reaches a final decision.

**COUNCIL OPTIONS**

Council has the following options:

- Approve the requested rate increase effective November 1, 2023; or
- Declare Council's intention to review the proposed rate increase; or
- Decide not to review the rate increase, which will allow it to go into effect.

**STAFF RECOMMENDATION**

Given the impacts of ongoing inflation and Roseburg Disposal Company's consultation with an independent auditor to determine rates, Staff recommends Council approve the requested rate increases with an implementation date of November 1, 2023.

**SUGGESTED MOTION**

***"I MOVE TO APPROVE ROSEBURG DISPOSAL COMPANY'S REQUEST TO IMPLEMENT THE RATE INCREASES AS DESCRIBED EFFECTIVE NOVEMBER 1, 2023."***

**ATTACHMENTS:**

Attachment #1 – Letter from Roseburg Disposal Company with rate sheets indicating the current rate and proposed rates.



July 27, 2023

Patti Hitt  
City Recorder  
City of Roseburg  
900 SE Douglas St  
Roseburg, OR 97470



Dear Ms. Hitt,

We are respectfully submitting notice that Roseburg Disposal Co. has the need to increase the rates for garbage service to our customers. As we know the difficulty accelerated inflation has placed on our community and its businesses we have tried to absorb our increased expenses as long as possible.

We had an independent auditor review our finances and determine the amount of increase needed.

Please see the attached proposed fee increase schedule.

Sincerely,

A handwritten signature in black ink that reads "Dori John". The signature is written in a cursive, flowing style.

Dori John  
General Manager

## Roseburg Disposal Co. Fee Schedule (Proposed 2023)

### Residential Service

	40 gallon	60 gallon	90 gallon
City	\$20.00/mo.	\$31.50/mo.	\$45.75/mo.
3 month	\$60.00	\$94.50	\$137.25
County	\$21.75/mo.	\$34.50/mo.	\$49.25/mo.
3 month	\$65.25	\$103.50	\$147.75

On Demand - \$7.00/\$7.75 each pick-up

Each additional 35 gal can/bag - \$5.75/\$6.50 each pick-up

Each additional 13 gal bag - \$3.00/\$3.50 each pick-up

Extra charge for long driveways \$5.00 (instead of bringing to the street – if accessible for trucks)

\$20.00 for reconnect after stop for non-payment

\$40.00 metro for return of carts pulled for non-payment

\$45.00 rural for return of carts pulled for non-payment

\$15.00 for non-returned recycle bins

\$10.25/\$11.50 minimum call-back fee

### Multi-residential

Same as commercial if paid by one account (includes pick-up at one recycling depot)

Same as residential if cans are individually paid and curbside recycling is included

# Roseburg Disposal Co. Fee Schedule

(Proposed 2023)

## Commercial Can Service (per month)

Pick-up/week	1	2	3	4	5
40 gal					
City	\$15.50	\$30.25	\$46.25	\$61.50	\$77.00
County	\$16.50	\$32.00	\$48.75	\$65.00	\$81.25
60 gal					
City	\$24.25	\$51.00	\$73.50	\$97.00	\$119.50
County	\$25.50	\$53.50	\$77.25	\$101.75	\$125.75
90 gal					
City	\$35.00	\$72.50	\$106.00	\$140.25	\$173.50
County	\$37.00	\$76.50	\$111.75	\$147.50	\$182.75

\$20.00 for reconnect after stop for non-payment

\$40.00 metro for return of carts pulled for (non-payment

\$45.00 rural for return of carts pulled for non-payment

\$15.00 for non-returned recycle bins

\$10.25/~~\$11.50~~ minimum call-back fee

## Multi-residential

Same as commercial if paid by one account (includes pick-up at one recycling depot)

Same as residential if cans are individually paid and curbside recycling is included

# Roseburg Disposal Co. Fee Schedule

(Proposed 2023)

## Drop Box Service

### Permanent Placement

Size	City	County
20 yard	\$80.75	\$111.50
30 yard	\$121.00	\$167.00

Plus \$65.50 month rental fee & \$100/ton disposal fee

### Temporary Placement

Size	City	County
10 yard	\$86.75	\$118.00
20 yard	\$86.75	\$118.00
30 yard	\$130.50	\$177.00

Plus \$7.00 day rental fee \$100/ton disposal fee. Min \$25 or \$5.50/ton rock or concrete

### Compactors (These are not owned by Roseburg Disposal Co.)

City	County
\$6.00 per yard	\$8.00 per yard

Plus \$100/ton disposal fee

Rental fee not charged on the day delivered, day picked-up or Saturday & Sunday

## 5 yard trailers

City	\$90.00
County	\$101.50

# Roseburg Disposal Co. Fee Schedule

(Proposed 2023)

## Commercial Container Service (per month)

Pickup/week	1	2	3	4	5
<b>1 YD (200 GAL)</b>					
City	\$76.25	\$134.25	\$189.25	\$246.00	\$302.50
County	\$79.75	\$140.25	\$198.00	\$257.25	\$316.00
<b>1.5 YD (300 GAL)</b>					
City	\$105.25	\$188.50	\$272.50	\$350.25	\$424.00
County	\$110.00	\$197.50	\$285.25	\$366.00	\$443.25
<b>2 YD</b>					
City	\$133.00	\$239.75	\$346.25	\$442.25	\$542.25
County	\$139.50	\$250.75	\$362.25	\$462.50	\$567.00
<b>\$3 YD</b>					
City	\$187.75	\$333.00	\$479.00	\$625.25	\$766.75
County	\$196.25	\$348.25	\$500.75	\$653.75	\$802.00
<b>4 YD</b>					
City	\$243.75	\$426.25	\$610.75	\$793.50	\$979.00
County	\$255.00	\$446.00	\$639.00	\$830.00	\$1023.75
<b>6 YD</b>					
City	\$348.50	\$606.50	\$891.50	\$1154.25	\$1417.00
County	\$364.50	\$634.50	\$932.25	\$1207.50	\$1482.00

\$20.00 for reconnect after stop for non-payment

\$55.00 metro for return of containers/tubs pulled for non-payment

\$60.00 rural for return of containers/tubs pulled for non-payment

\$15.00 for non-returned recycle bins

\$5.00 gates fee per occurrence (open\$5.00 close \$5.00)

### Special Services

1 Person & Truck - \$125/ hr.

Additional person - \$75/hr.

# Roseburg Disposal Co. Fee Schedule

## Residential Service

	40 gallon	60 gallon	90 gallon
City	\$17.25/mo.	\$27.50/mo.	\$39.75/mo.
3 month	\$51.75	\$82.50	\$119.25
County	\$19.00/mo.	\$30.00/mo.	\$42.75/mo.
3 month	\$57.00	\$90.00	\$128.25

On Demand - **\$6.00/\$6.75** each pick-up

Each additional 35 gal can/bag -**\$5.00/\$5.50** each pick-up

Each additional 13 gal bag - **\$2.50/\$3.00** each pick-up

Extra charge for long driveways \$5.00 (instead of bringing to the street – if accessible for trucks)

\$15.00 for reconnect after stop for non-payment

\$30.00 metro for return of carts pulled for non-payment

\$35.00 rural for return of carts pulled for non-payment

\$15.00 for non-returned recycle bins

**\$9.00/\$10.00** minimum call-back fee

## Multi-residential

Same as commercial if paid by one account (includes pick-up at one recycling depot)

Same as residential if cans are individually paid and curbside recycling is included

## Roseburg Disposal Co. Fee Schedule

### Commercial Can Service (per month)

Pick-up/week	1	2	3	4	5
40 gal					
City	\$13.50	\$26.25	\$40.25	\$53.50	\$67.00
County	\$14.25	\$27.75	\$42.50	\$56.50	\$70.75
60 gal					
City	\$21.00	\$44.25	\$64.00	\$84.25	\$104.00
County	\$22.25	\$46.50	\$67.25	\$88.50	\$109.25
90 gal					
City	\$30.50	\$63.00	\$92.25	\$122.00	\$151.00
County	\$32.25	\$66.50	\$97.25	\$128.25	\$159.00

\$15.00 for reconnect after stop for non-payment

\$30.00 metro for return of carts pulled for (non-payment

\$35.00 rural for return of carts pulled for non-payment

\$15.00 for non-returned recycle bins

\$9.00/\$10.00 minimum call-back fee

### Multi-residential

Same as commercial if paid by one account (includes pick-up at one recycling depot)

Same as residential if cans are individually paid and curbside recycling is included

# Roseburg Disposal Co. Fee Schedule

## Drop Box Service

### Permanent Placement

Size	City	County
20 yard	\$70.25	\$97.00
25 yard	\$87.75	\$121.25
30 yard	\$105.25	\$145.25

Plus \$65.50 month rental fee & \$100/ton disposal fee

### Temporary Placement

Size	City	County
20 yard	\$75.50	\$102.50
25 yard	\$94.50	\$128.25
30 yard	\$113.50	\$154.00
10 yard	\$75.50	\$102.50

Plus \$6.00 day rental fee \$100/ton disposal fee. \$5.50 per ton for rock or concrete

**Compactors** (These are not owned by Roseburg Disposal Co.)

City	County
\$5.25 per yard	\$7.00 per yard

Plus \$100/ton disposal fee

Rental fee not charged on the day delivered, day picked-up or Saturday & Sunday

## 5 yard trailers

City	\$78.25
County	\$88.25

# Roseburg Disposal Co. Fee Schedule

## Commercial Container Service (per month)

Pickup/week	1	2	3	4	5
<b>1 YD (200 GAL)</b>					
City	\$66.25	\$116.75	\$164.50	\$214.00	\$263.00
County	\$69.25	\$122.00	\$172.25	\$223.75	\$274.75
<b>1.5 YD (300 GAL)</b>					
City	\$91.50	\$164.00	\$237.00	\$304.50	\$368.75
County	\$95.75	\$171.75	\$248.00	\$318.25	\$385.50
<b>2 YD</b>					
City	\$115.75	\$208.50	\$301.00	\$384.50	\$471.50
County	\$121.25	\$218.00	\$315.00	\$402.25	\$493.00
<b>\$3 YD</b>					
City	\$163.25	\$289.50	\$416.50	\$543.75	\$666.75
County	\$170.75	\$302.75	\$435.50	\$568.50	\$697.50
<b>4 YD</b>					
City	\$212.00	\$370.75	\$531.00	\$690.00	\$851.25
County	\$221.75	\$387.75	\$555.50	\$721.75	\$890.25
<b>6 YD</b>					
City	\$303.00	\$527.50	\$775.25	\$1003.75	\$1232.25
County	\$317.00	\$551.75	\$810.75	\$1050.00	\$1288.75

6 yard is grand fathered – no longer taking new customers

\$15.00 for reconnect after stop for non-payment

\$50.00 metro for return of containers/tubs pulled for non-payment

\$55.00 rural for return of containers/tubs pulled for non-payment

\$15.00 for non-returned recycle bins

\$5.00 gates fee per occurrence (open\$5.00 close \$5.00)

Special Services

1 Person & Truck - \$100/ hr.

Additional person - \$50/hr.



## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

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### CITY MANAGER ACTIVITY REPORT

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**Meeting Date: August 28, 2023**  
Informational

**Department: Administration**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section:**

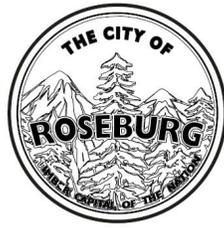
**Staff Contact: Nikki Messenger, City Manager**  
**Contact Telephone Number: 541-492-6866**

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### ISSUE STATEMENT AND SUMMARY

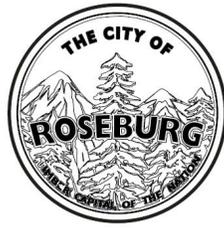
At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's 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 August 14, 2023, meeting, the following items are included:

- Department Head Meeting Agendas
- Tentative Future Council Agenda Items



Agenda  
Department Head Meeting  
Public Safety Center Umpqua Room  
August 15, 2023 - 10:00 a.m.

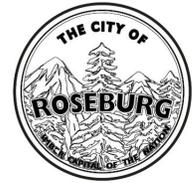
1. August 14, 2023, City Council Synopsis
2. August 28, 2023, City Council Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign
  - A. Community Event – Urban Blendz Backlot – August 19, 2023
  - B. Grant Checklist – 2024 Ready to Read Grant
5. Discussion Items



Agenda  
Department Head Meeting  
Public Safety Center Umpqua Room  
August 21, 2023 - 10:00 a.m.

1. August 28, 2023, City Council Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents, Events, or Grants to review and/or sign
  - A. Community Event – Tuners on the Rooftop – August 26, 2023
4. Discussion Items
  - A. Jeans Friday

**TENTATIVE FUTURE COUNCIL AGENDA**



**Unscheduled**

- 2023-2025 Council Goals (October ?)
- Labor Negotiations – IAFF/IBEW
- Urban Growth Boundary Swap
- ARPA Quarterly Reports (add to quarterly reports)
- Umpqua Actors Community Theater (UACT) – Improvement Project
- CRS Flood Insurance Assessment
- Dog Ordinance Update
- Update to RMC 3.06 – Contracting Code

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**September 11, 2023**

Mayor Reports

- A. Constitution Day and Week Proclamation

Special Presentation

- A. UCC Presentation

Consent Agenda

- A. August 28, 2023 Meeting Minutes

Ordinances

- A. Ordinance No. 3593: W Finlay Avenue Right-of-Way Vacation, Second Reading
- B. Ordinance No. 3594: Granting a Telecommunications Franchise to Garmin Services, Inc., Effective October 11, 2023, Second Reading

Department Items

- A. Audience Participation Guidelines

- B. Additional Position for Finance

Executive Session ORS 192.660(2)(i)

- A. City Manager Performance Evaluation

Informational

- A. City Manager Activity Report

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**September 25, 2023**

Special Presentation

- A. Medcom and Umpqua Valley Ambulance Presentation

Consent Agenda

- A. September 11, 2023 Meeting Minutes

Resolutions

- A. Updating the Park Rules and Regulations

Department Items

- A. 2023 Oregon Public Library Statistical Report

Informational

- A. City Manager Activity Report

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**October 9, 2023**

Consent Agenda

- A. September 25, 2023 Meeting Minutes

Informational

- A. City Manager Activity Report
-

**October 23, 2023**

Mayor Reports

- A. Veterans Day Proclamation

Consent Agenda

- A. October 9, 2023 Meeting Minutes

Informational

- A. City Manager Activity Report
- 

**November 13, 2023**

Consent Agenda

- A. October 23, 2023 Meeting Minutes

Informational

- A. City Manager Activity Report
- 

**December 11, 2023**

Consent Agenda

- A. November 13, 2023 Meeting Minutes

Informational

- A. City Manager Activity Report
- 

**January 8, 2024**

Mayor Reports

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

Commission Reports/Council Ward Reports

- A. Election of Council President

Consent Agenda

- A. December 11, 2023 Meeting Minutes

Informational

- A. City Manager Activity Report
- 

**January 22, 2024**

Consent Agenda

- A. January 8, 2024 Meeting Minutes

Informational

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