

ROSEBURG CITY COUNCIL AGENDA – OCTOBER 9, 2023
City Council Chambers, City Hall
900 SE Douglas Avenue, Roseburg, Oregon 97470



LA
10-5-2023

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

Facebook Live at 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. **Special Presentation**
 - A. MedCom and Umpqua Valley Ambulance Presentation – Chief Rob Bullock
8. **Consent Agenda**
 - A. September 11, 2023 Regular Meeting Minutes
 - B. OLCC – New Outlet – IBC Investing LLC dba Reverie Record Shop at 642 SE Jackson Street
 - C. ODOT Local Bridge Program Grant Application
 - D. Providing Interim Cash Flow Financing for Off Street Parking Fund
9. **Department Items**
 - A. 2023 Oregon Public Library Statistical Report
 - B. Sunshine Park Annexation – Consultant Services Contract Emergency Award
 - C. Brown Park Expansion Project – Authorization to Accept Donation, Negotiate Donation Agreement and Purchase Real Property
10. **Items from Mayor, City Council and City Manager**
11. **Adjourn**
12. **Executive Session ORS 192.660(2)(d)**

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
- Virtually during the meeting. Contact the City Recorder by phone (541) 492-6866 or email (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. 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 REGULAR MEETING
OF THE CITY COUNCIL MEETING
August 28, 2023**

Council President Zielinski called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on September 11, 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: Councilors Tom Michalek, David Mohr, Kylee Rummel, Andrea Zielinski, Ellen Porter, Ruth Smith, and Shelley Briggs Loosley

Absent: Mayor Rich and Counselor Patrice Sipos

Others: City Manager Nikki Messenger, City Attorney Jim Forrester, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Human Resource Director John VanWinkle, Library Director Kris Wiley, Public Works Director Dawn Easley, Finance Director Ron Harker, City Recorder Patty Hitt, Management Assistant Grace Jelks, and The News Review Reporter Drew Winkelmaier

4. Mayor Reports

A. Recovery Month Proclamation

Council President Zielinski proclaimed September as Recovery Month. Gene McVae, Director of Housing and Recovery Community Development with Adapt Integrated Health, accepted the proclamation and thanked the Council for their recognition.

5. Commission Reports/Council Ward Reports

Councilor Michalek attended the League of Oregon Cities – Municipal Fundamentals training in Coquille on September 8, 2023, and expressed appreciation to the Police Department and Staff for cleanup efforts at Stewart Park.

Councilor Porter stated that a Town Hall for Ward 3 and Ward 4 is scheduled on September 13, 2023, at the First United Methodist Church in Roseburg.

Councilor Smith discussed painting over graffiti at the SE Stephens corner store this past weekend with the help of the Douglas County Juvenile Department.

6. Audience Participation

None.

7. Special Presentation

- A. Rachel Pokrandt, President, presented Umpqua Community College Downtown Projects. Discussion ensued.

Councilor comments and questions included college attendance statistics, whether there is a batting cage, room fees on a sliding scale, appreciation for the college’s impact on many generations, how many rentals in the community will become available when the new college dorms open up, appreciation for how vibrant downtown has become, and new bachelor crossover programs to keep students in the community.

Pokrandt clarified there are approximately 8200 people that have registered for a class, 2800 people registered for a certificate or degree program, there is a batting cage, housing is paid by federal grant funding sources, approximately 70 – 80 units in the community are rented for students and will become available to the public when new college housing opens, and the new bachelor programs will keep students local upon graduation.

8. Consent Agenda

- A. August 14, 2023 Regular Meeting Minutes.
 B. August 14, 2023 Regular Meeting Minutes.
 C. OLCC – New Outlet – D & J Rentals, LLC dba Lilly’s Mexican Cuisine at 2980 NW Stewart Pkwy.

Councilor Briggs Loosley 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 Briggs Loosley. No Councilors voted no. The motion passed unanimously.

9. Ordinances

- A. Ordinance No. 3593 – An Ordinance Vacating a Portion of West Finlay Avenue Right-of-Way in the City of Roseburg, Second Reading.

Hitt read Ordinance No. 3593, entitled, “An Ordinance Vacating a Portion of West Finlay Avenue Right-of-Way in the City of Roseburg,” for the second time.

Councilor Porter moved to adopt Ordinance No. 3593 – An Ordinance Vacating a Portion of West Finlay Avenue Right-of-Way in the City of Roseburg. The motion was seconded by Councilor Briggs Loosley. Roll call vote was taken: Councilors Briggs Loosley, Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

- B. Ordinance No. 3594 – Granting a Telecommunications Franchise to Garmin Services, Inc., Effective October 1, 2023, Second Reading.

Hitt read Ordinance No. 3594, entitled, “Granting a Telecommunications Franchise to Garmin Services, Inc., Effective October 1, 2023,” for the second time.

Councilor Porter moved to adopt Ordinance No. 3594 – Granting a Telecommunications Franchise to Garmin Services, Inc., Effective October 1, 2023. The motion was seconded by Councilor Briggs Loosley. Roll call vote was taken: Councilors Briggs Loosley, Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

10. Department Items

A. Request for Additional Position in Finance Department

Messenger and Harker presented an overview of the request for an Additional Position in the Finance Department.

Councilor questions and comments included clarification of whether any staff have expressed interest in the position and could be promoted.

Harker clarified that the position has not been created or posted yet and the recruitment process will begin immediately upon Council approval.

Councilor Briggs Loosley moved to approve the addition of one FTE in the Finance Department in the current fiscal year. The motion was seconded by Councilor Mohr and approved with the following vote: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith, and Briggs Loosley voted yes. No Councilors voted no. The motion passed unanimously.

Councilor Porter requested an update on the recruitment process for the Homeless Coordinator position. Messenger stated that interviews are scheduled for next week.

B. Construction Project Lifecycle

Easley presented an overview of the Construction Project Lifecycle.

Councilor questions and comments included clarification of contract rule amounts, Public Works Commission input on identifying and prioritizing projects, Master Plan review and update process, the next CIP review, responsibility of sidewalk repairs, and whether road paving is determined by a Master Plan.

Easley clarified that the City works with a consultant to produce the Master Plan, the Commission can have input during the planning process, Master Plans are usually adopted for 20 years, Master Plan project completion depends on funding and staffing, the next Capital Improvement Plan review is planned for the end of the year or early 2024, the City can send an enforcement letter to property owners regarding sidewalk repairs, roads are paved based on the Road Pavement Plan, and current funding for paving is insufficient.

Messenger clarified that during the last Legislative Session, the State passed legislation to increase contract amounts upon approval of the Contracting Board (City Council), which will go into effect in January 2024, and Staff will bring forward the changes for adoption to the Council at a future meeting. The Master Plan review process can change when priorities change and as the majority of

projects are completed. The Urban Growth Boundary Swap, if approved, will start a Master Plan review process, which is expensive and time consuming. And, the review criteria is based on zoning, projected population growth, existing systems, necessary changes to support growth, and maintenance issues.

Forrester clarified that repairs for cracks in the sidewalk is the responsibility of the adjacent property owner.

C. Contract Ratification – IAFF Local 1110

VanWinkle presented an overview of the Contract Ratification for IAFF Local 1110.

Councilor Briggs Loosley moved to approve the tentative three-year collective bargaining agreement between the City of Roseburg and the International Association of Firefighters Local 1110. The motion was seconded by Councilor Mohr and approved with the following vote: Councilors Michalek, Mohr, Rummel, Zielinski, Porter, Smith, and Briggs Loosley voted yes. No Councilors voted no. The motion passed unanimously.

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

Councilor Mohr discussed the Veteran’s Health and Awareness Fair on October 3, 2023, and asked the Council to consider the balance of housing, Netzero Housing, in Portland.

Councilor Porter discussed continuing her work on homeless camping legislation.

Councilor Smith discussed the Department of Human Services Fair that takes place on the first Thursday of every month, which showcases services available throughout the County.

There was a consensus to approve Councilor Porter’s expenses as they relate to her continued work on homeless camping legislation.

12. Adjourn

Council President Zielinski adjourned the regular meeting at 8:22 p.m.

Grace Jelks

Grace Jelks

Management Staff Assistant



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC NEW OUTLET IBC INVESTING LLC DBA REVERIE RECORD SHOP 642 SE JACKSON ST

Meeting Date: October 9, 2023

Agenda Section: Consent

Department: Administration

Staff Contact: Grace Jelks, Management Assistant

www.cityofroseburg.org

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Roseburg Municipal Code Chapter 9.12 requires staff review of all applications submitted to the Oregon Liquor and Cannabis Commission (OLCC) for a license to sell alcoholic beverages within the City. Upon completion of staff review, the City Recorder is required to submit the application and a recommendation concerning endorsement to the Council for its consideration. Changes to existing licenses must be processed in the same manner.

BACKGROUND

OLCC has received an application from IBC Investing LLC dba Reverie Record Shop, as a new outlet granted for "Limited On-Premises" sales.

A. Council Action History.

Chapter 9.12 requires Council to make a recommendation to OLCC on the approval or denial of all liquor license applications submitted by any establishment located inside City limits.

B. Analysis.

The Police Department conducted a background investigation on the applicant and found no reason to deny the application.

C. Financial/Resource Considerations.

The applicant has paid the appropriate fee for City review of the application.

D. Timing Considerations.

The applicant is requesting endorsement from the Council for immediate submittal to OLCC.

COUNCIL OPTIONS

Council may recommend OLCC approval of the application as submitted or recommend denial based on OLCC criteria.

STAFF RECOMMENDATION

Staff recommends Council approval of the application as submitted.

SUGGESTED MOTION

“I MOVE TO RECOMMEND APPROVAL OF THE OLCC NEW OUTLET APPLICATION FOR IBC INVESTING LLC DBA REVERIE RECORD SHOP, IN ROSEBURG, OREGON.”

ATTACHMENTS:

Attachment #1 – Subject Application

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

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

[New Outlet](#) | [Change of Ownership](#) | [Greater Privilege](#) | [Additional Privilege](#)

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: 2nd 3rd 4th 5th 6th

Limited On-Premises

Off Premises

Warehouse

Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

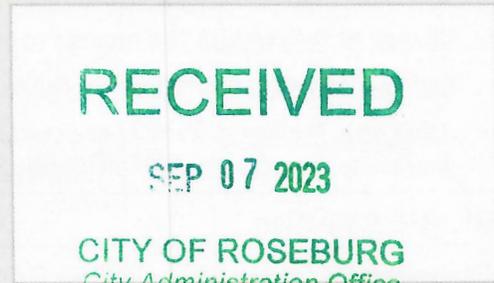
After providing your recommendation, return this application to the applicant WITH the recommendation marked below

City/County name:

(Please specify city or county)

Date application received:

Optional: Date Stamp Received Below



- Recommend this license be granted
- Recommend this license be denied

Printed Name

Date

REVERIE RECORD SHOP

Trade Name

*IBC Investing LLC
dba. Reverie Record Shop*

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: IBC INVESTING LLC	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): REVERIE RECORD SHOP		
Premises street address (The physical location of the business and where the liquor license will be posted): 642 SE JACKSON ST		
City: ROSEBURG	Zip Code: 97470	County: DOUGLAS
Business phone number: (541)236-2060	Business email: info@reverierecordshop.com	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): 519 SE KANE ST #171		
City: ROSEBURG	State: OREGON	Zip Code: 97470
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input type="checkbox"/> No	

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.		
I give permission for the below named representative to:		
<input checked="" type="checkbox"/> Make changes regarding this license/application on my behalf.		
<input checked="" type="checkbox"/> Sign application forms regarding this license/application on my behalf.		
<input checked="" type="checkbox"/> Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.		
Representative Name: Albert Barragan		
Phone number: (541)580-5939	Email: albertxbarragan@gmail.com	
Mailing address: 160 SE Rifle Range Road		
City: ROSEBURG	State: OR	Zip Code: 97470

Please note: liquor license applications are public records.

OLCC Liquor License Application (Rev. 6.1.23)

LIQUOR LICENSE APPLICATION

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APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is <u>not</u> an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.	
Application Contact Name:	
Phone number:	Email:

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

REVERIE RECORD SHOP

Page 4 of 4

• Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-006-0362](#) and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Albert Barragan



9/7/2023

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

Print name

Signature

Date

Atty. Bar Info (if applicable)

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



OREGON DEPARTMENT OF TRANSPORTATION LOCAL BRIDGE PROGRAM GRANT APPLICATION

Meeting Date: October 9, 2023
Department: Public Works
www.cityofroseburg.org

Agenda Section: Consent Agenda
Staff Contact: Dawn Easley, PW Director
Contact Telephone Number: 541-492-6892

ISSUE STATEMENT AND SUMMARY

Staff seeks approval to apply for an Oregon Department of Transportation (ODOT) Local Bridge Program (LBP) grant for the Jackson Street Bridge. The issue for Council is whether to authorize the grant application.

BACKGROUND

A. Council Action History.

On October 26, 2020, the Council authorized the submission of a grant application for the ODOT LBP 2025-2027 for the Jackson Street Bridge.

B. Analysis.

The Jackson Street Bridge was not selected for grant funding for the LBP 2025-2027. The ODOT Local Bridge Selection Committee recently solicited applications for grant funding for the LBP 2027-2030 funding cycle. Applications are due no later than October 16, 2023.

Jackson Street Bridge

The requested grant funding is for design and construction of improvements to rehabilitate or replace the existing bridge, which was originally constructed in 1927. The bridge is centrally located to a number of civic buildings, including Roseburg City Hall, the Public Safety Center, the Douglas County Courthouse, and the Roseburg Public Library. This 100-foot, 2-span historic 1927 bridge has numerous concrete spalls resulting in exposed rusty rebar and section loss. Other repair items include: asphalt removal and thin deck overlay, sidewalk and fascia spalls, paved over joints, failing slip plate bearings, Phase 1 seismic retrofits and damaged fencing. Bridge rails are substandard and damaged with many spalls and exposed rebar. The bridge has a high average daily traffic of 12,000. The opportunity to rehabilitate a 96 year old bridge for half the cost of replacement drove the decision to apply for the grant.

C. Financial/Resource Considerations.

The LBP grant application request and estimated City match are as follows:

Bridge	Grant Request	City Match
Jackson Street-Rehabilitation	\$3,500,000	\$359,450

D. Timing Considerations.

The grant application is due October 16, 2023.

COUNCIL OPTIONS

- 1) Authorize staff to submit an application for ODOT Local Bridge Program Grant; or
- 2) Request additional information; or
- 3) Do not authorize staff to submit an application for ODOT Local Bridge Program Grant.

STAFF RECOMMENDATION

Staff recommends the Council authorize submission of the grant application.

SUGGESTED MOTION

I move to authorize submission of a grant application for the ODOT Local Bridge Program for the Jackson Street Bridge.

ATTACHMENTS:

Map



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



PROVIDING INTERIM CASH FLOW FINANCING FOR OFF STREET PARKING FUND

Meeting Date: October 9, 2023
Department: Finance
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

The City provides downtown parking enforcement services through a contract with ACE Parking & Mobility Solutions. The downtown parking enforcement program is still evolving as we strive to establish a program that meets the needs of the downtown while becoming solvent and sustainable. To date the City has not experienced a month in which revenue generation has exceeded expenses and has had to use reserves in the Off Street Parking Fund to cover the costs of the enforcement program. Reserves were not sufficient to cover the cash-flow needs of the Off Street Parking Fund; consequently, Council previously authorized the use of \$200,000 of ARPA funds to help cover the cash-flow needs. The \$200,000 is near to being fully utilized and revenues still are insufficient to cover expenses resulting in the need for further financial support.

Staff is requesting authorization to utilize ARPA funds to provide the financial support that is required. Keeping in line with previous Council action, it is proposed that an additional \$50,000 of ARPA funds be authorized at this time.

BACKGROUND

A. Council Action History.

On March 22, 2021, the Council received and accepted the Downtown Parking Assessment and Plan after a presentation from Rick Williams Consulting.

On December 13, 2021, the Council awarded the contract for parking enforcement services to ACE Parking.

On January 24, 2022, the Council authorized a supplemental budget to the Off-Street Parking Fund establishing appropriation authority to manage the parking enforcement contract for fiscal year 2021-2022.

On August 22, 2022, the Council authorized the use of ARPA funds to pay for janitorial and security services at the parking structure.

Council has authorized changes to meters, parking spaces, time limits and permit sales at meetings on August 22, 2022, September 26, 2022, and November 11, 2022.

Council has authorized use of ARPA funds to directly cover the cash flow needs of the Off Street Parking Fund up to \$50,000 on four separate occasions, May 9, 2022, September 26, 2022, January 23, 2023 and June 12, 2023.

B. Analysis.

The City's current cash balance in the Off-Street Parking Fund is \$5,914.23 after paying ACE Parking for August services. It is projected that the City will not have sufficient resources to cover the expenses that are incurred for September's parking enforcement services and other related expenses. Consequently, additional funding is required to support the Off Street Parking Fund.

Currently, the parking enforcement program does not generate sufficient revenues to cover expenses and is not sustainable in its current form. Staff has been working with ACE Parking to identify modifications to the parking program that might make it sustainable. In the interim, parking enforcement expenses have and continue to accrue, resulting in a deficit that needs to be funded.

In alignment with previous Council action, staff requests the authorization of \$50,000 from ARPA funds to provide the financial support needed to provide the required cash flow in the Off Street Parking Fund. It is projected that \$50,000 would provide needed cash flow for approximately three to four months of operations. Staff is working with Council to schedule a work study session to explore revenue generating opportunities to support the fund in the longer term.

C. Financial/Resource Considerations.

The use of ARPA funds to provide needed cash flow financing will not significantly impact the ARPA fund as the proposed \$50,000 only represents 1.6% of expenditures. However, \$50,000 would be unavailable for other projects that could be facilitated through ARPA funds.

D. Timing Considerations.

Due to the rapid depletion of fund reserves and the need to maintain a positive cash balance in the fund it is essential to provide staff with direction as to how address the need.

COUNCIL OPTIONS

- 1) Authorize \$50,000 from ARPA funds to be used to provide cash flow assistance for the Off Street Parking Fund; or
- 2) Direct staff to bring back options for an intrafund loan to temporarily support the Off Street Parking Fund.

STAFF RECOMMENDATION

Staff recommends that Council authorize \$50,000 from ARPA funds to provide cash flow assistance for the Off Street Parking Fund.

SUGGESTED MOTION

I move to authorize the use of \$50,000 of ARPA funds to provide cash flow assistance for the Off Street Parking Fund.

ATTACHMENTS:

None.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



2023 OREGON PUBLIC LIBRARY STATISTICAL REPORT

Meeting Date: October 9, 2023

Department: Library

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Kris Wiley, Director

Contact Telephone Number: 541-492-7051

ISSUE STATEMENT AND SUMMARY

As a legally established public library per ORS 357.417, Roseburg Public Library is required to submit its annual statistical report to the State Library of Oregon by October 31, 2023. The report includes data regarding staff, revenue and expenditures, collections, services, technology, facilities, and other information.

The Library Director will present some of the information from the report, which included statistics gathered in fiscal year 2023 (July 1, 2022, through June 30, 2023).

BACKGROUND

A. Council Action History.

N/A

B. Analysis.

The Oregon Public Library Statistical Report is submitted annually and affords the opportunity to quantify public library services.

C. Financial/Resource Considerations.

N/A

D. Timing Considerations.

The report is due to the State Library of Oregon by October 31, 2023.

COUNCIL OPTIONS

N/A

STAFF RECOMMENDATION

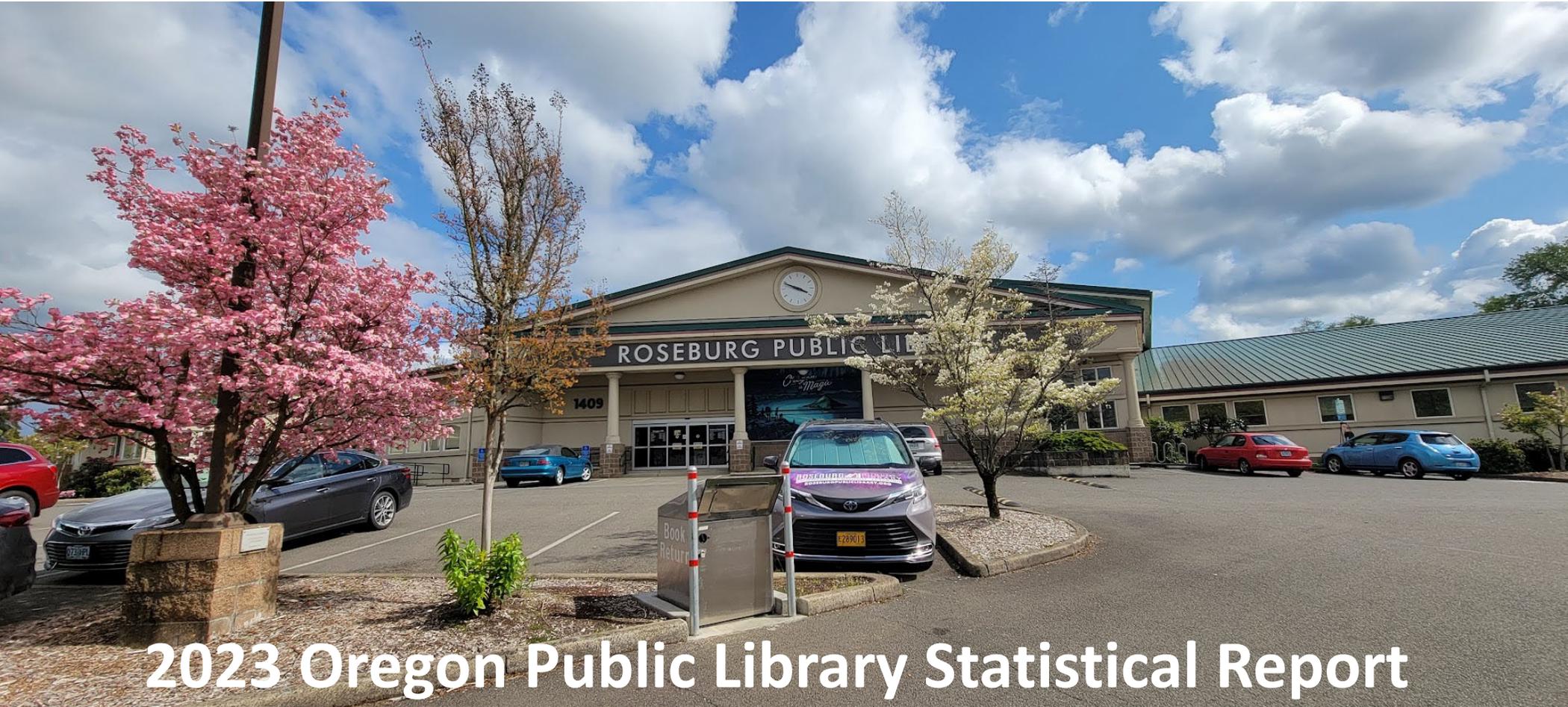
N/A

SUGGESTED MOTION

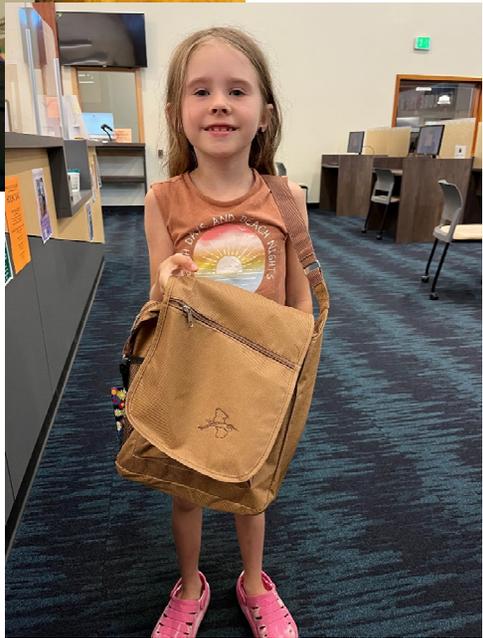
No motion needed. This is for information purposes only.

ATTACHMENTS:

Attachment #1 – PowerPoint presentation

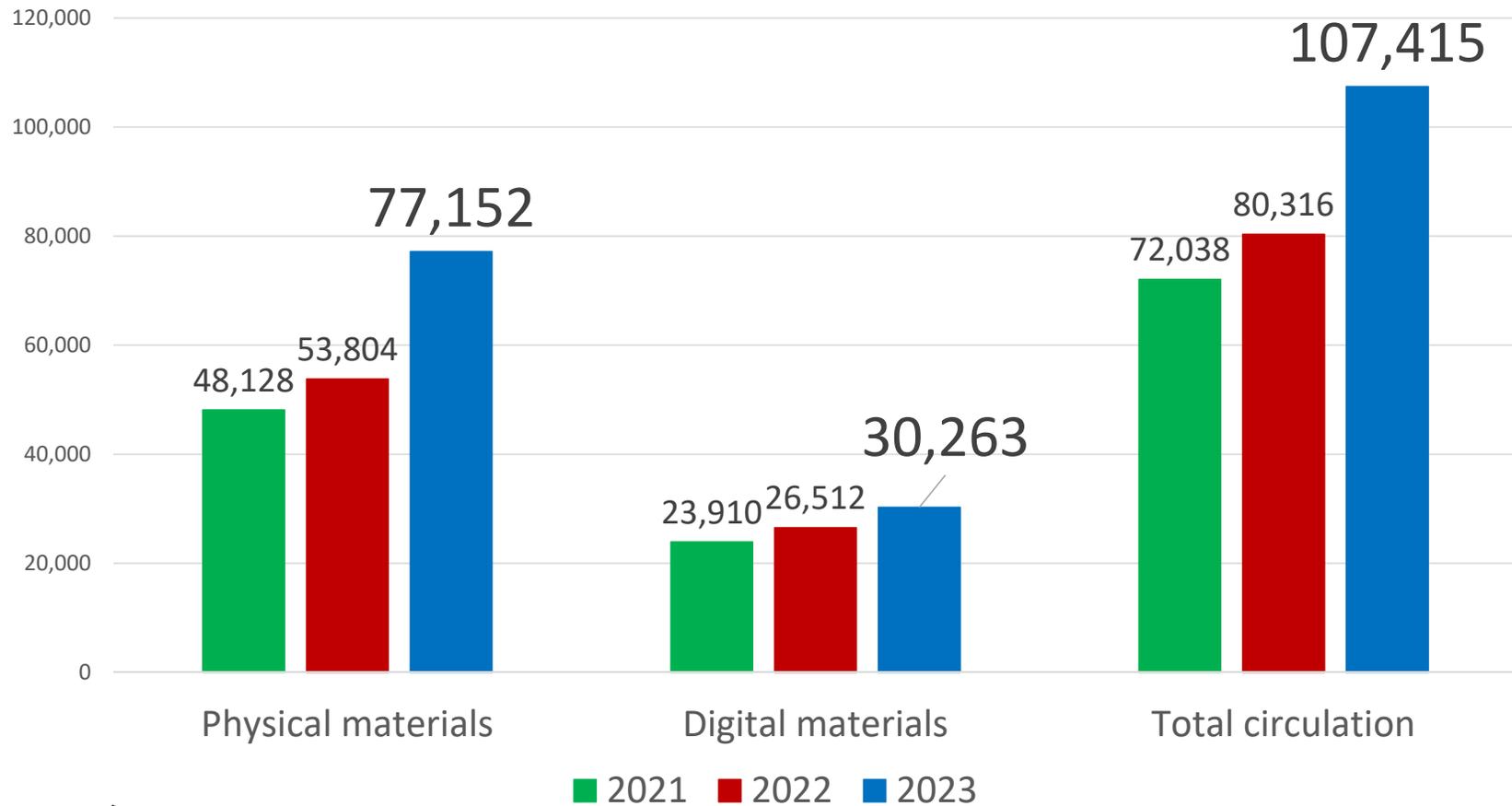


2023 Oregon Public Library Statistical Report

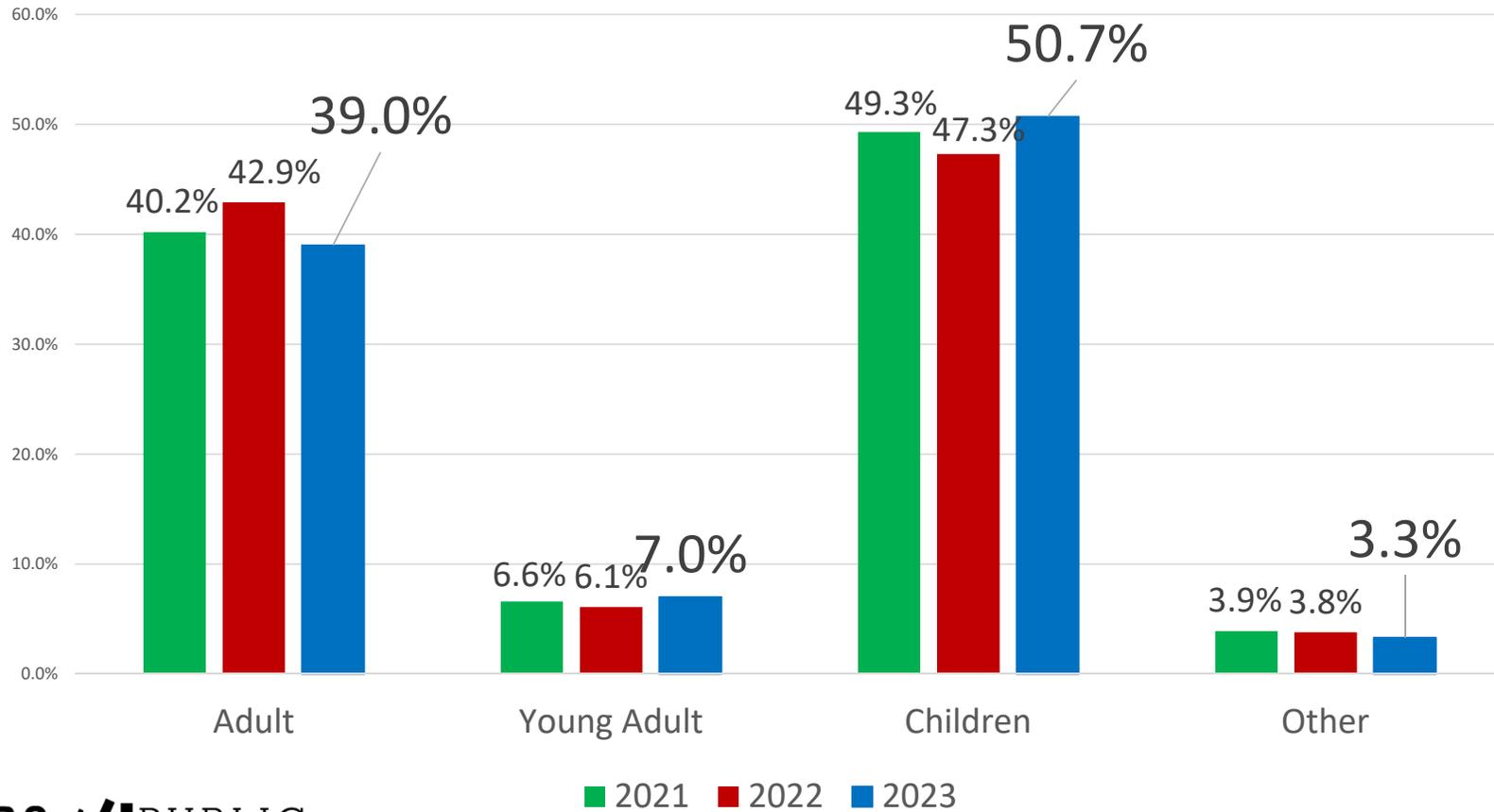


ROSEBURG **PUBLIC**
LIBRARY
COMMUNITY, CURIOSITY, LEARNING

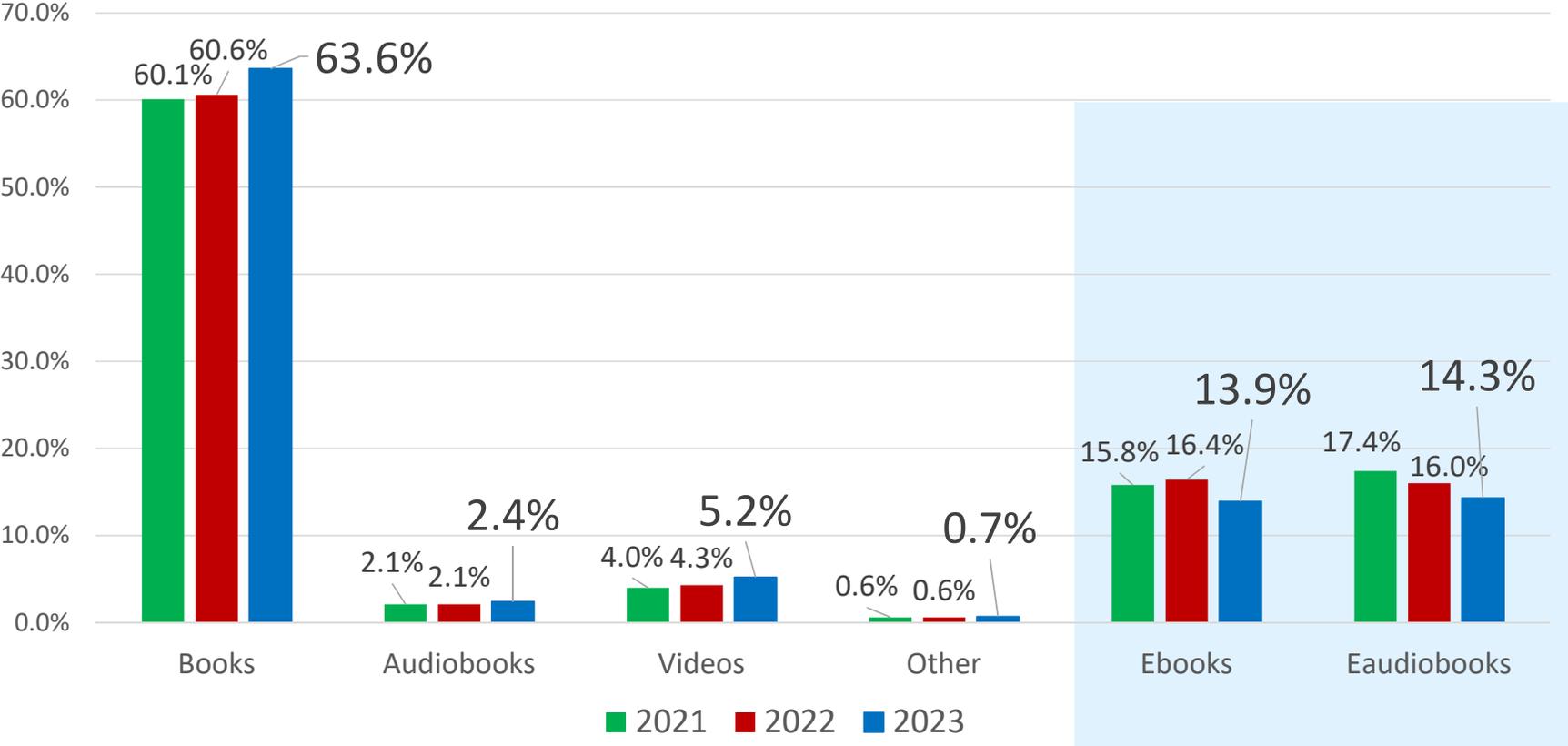
Circulation



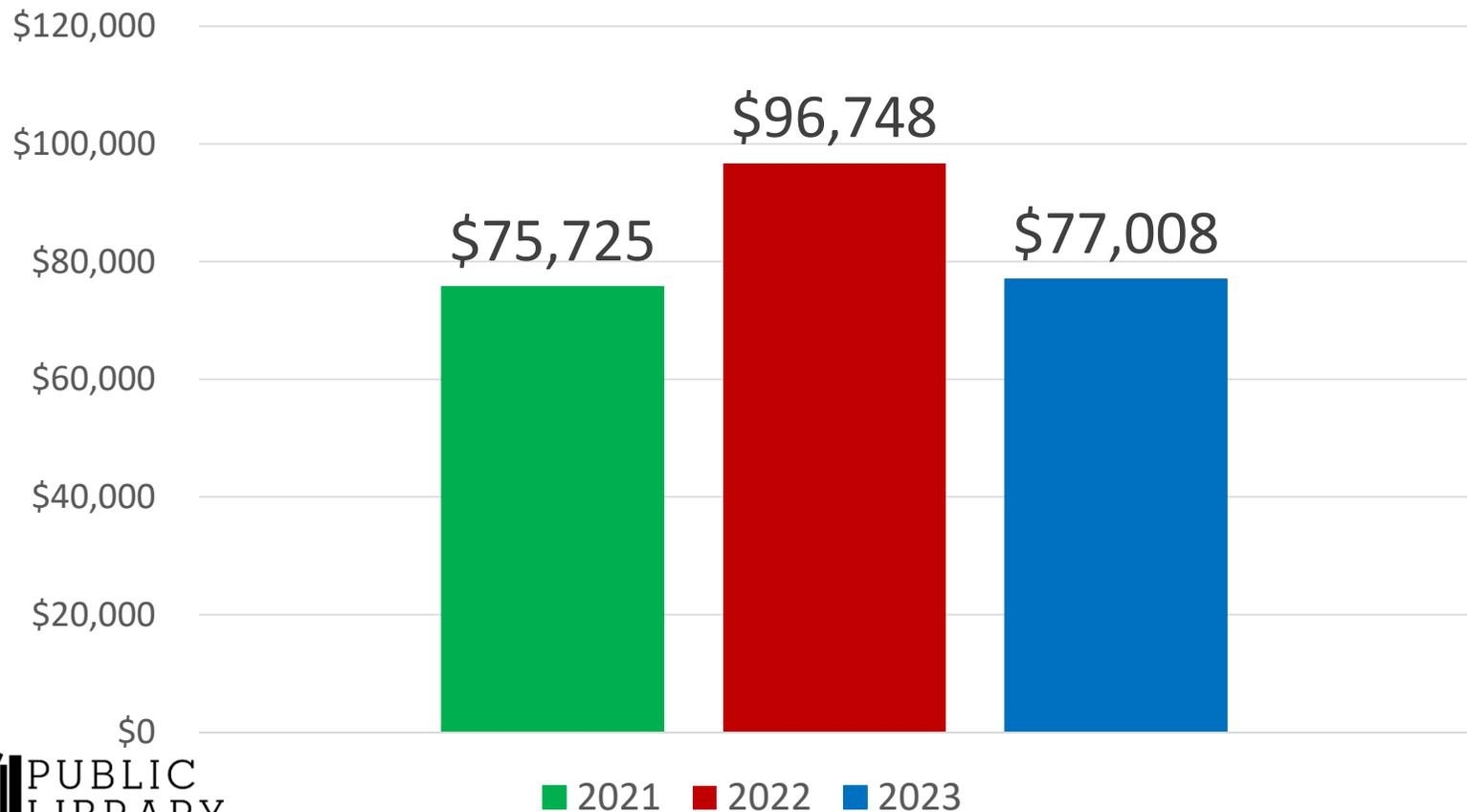
Physical Circulation by Age



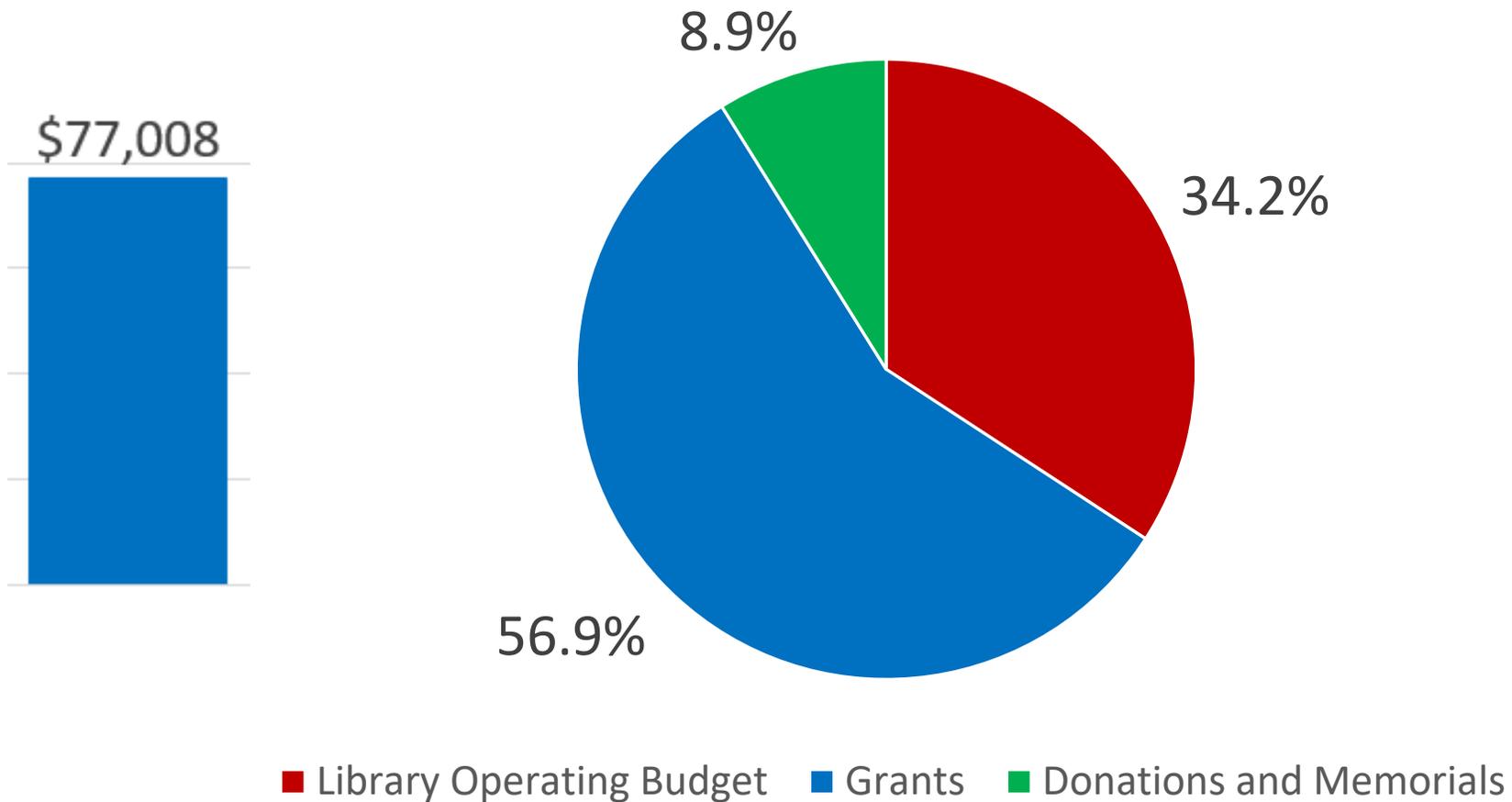
All Circulation by Material Type



Collection Expenditures

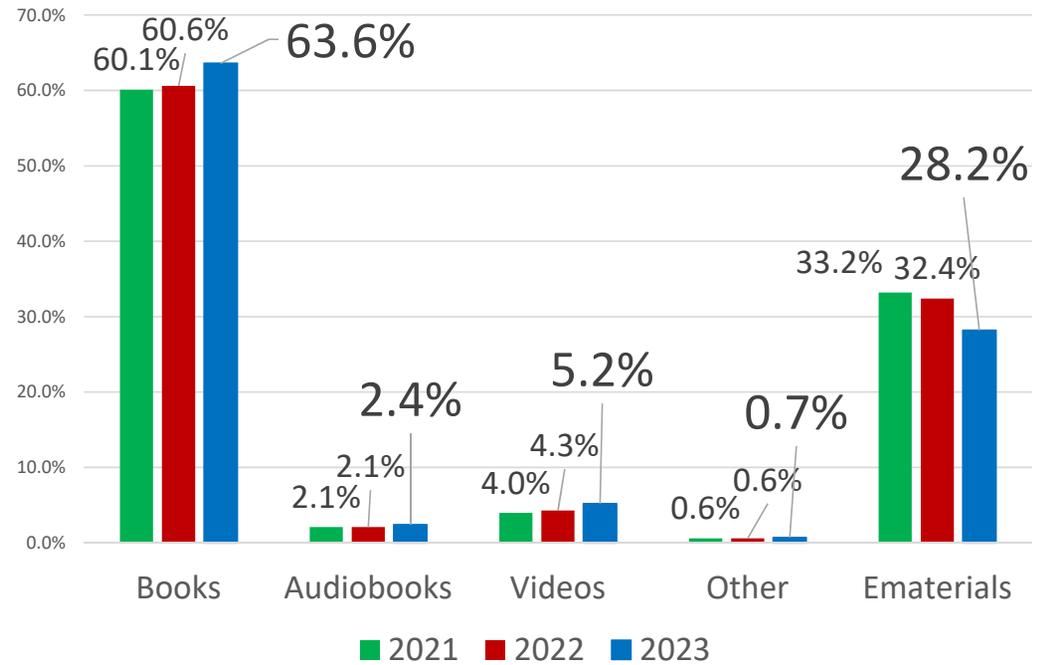
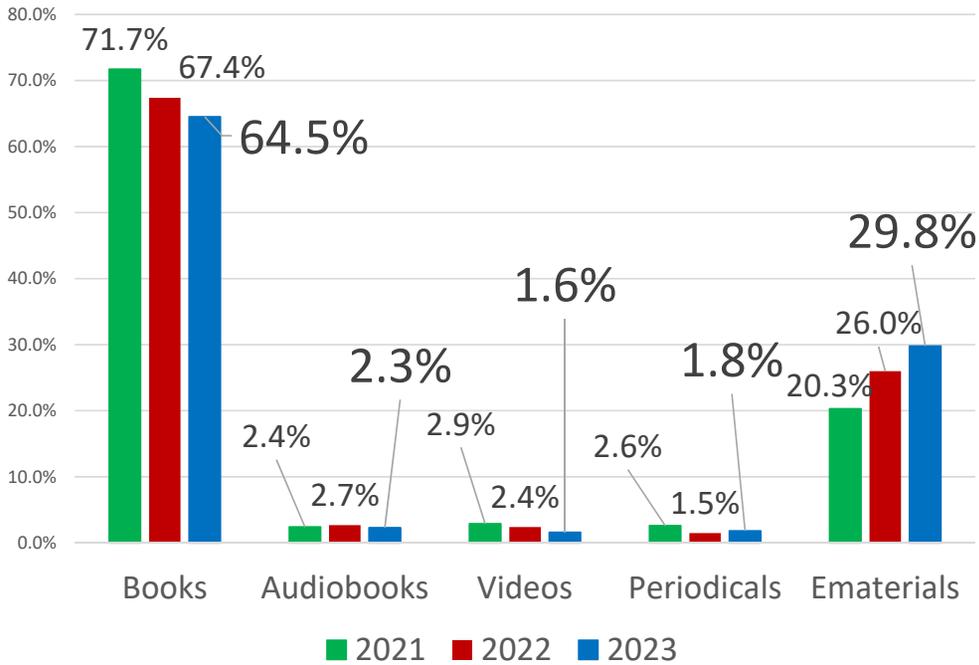


Collection Revenue Sources

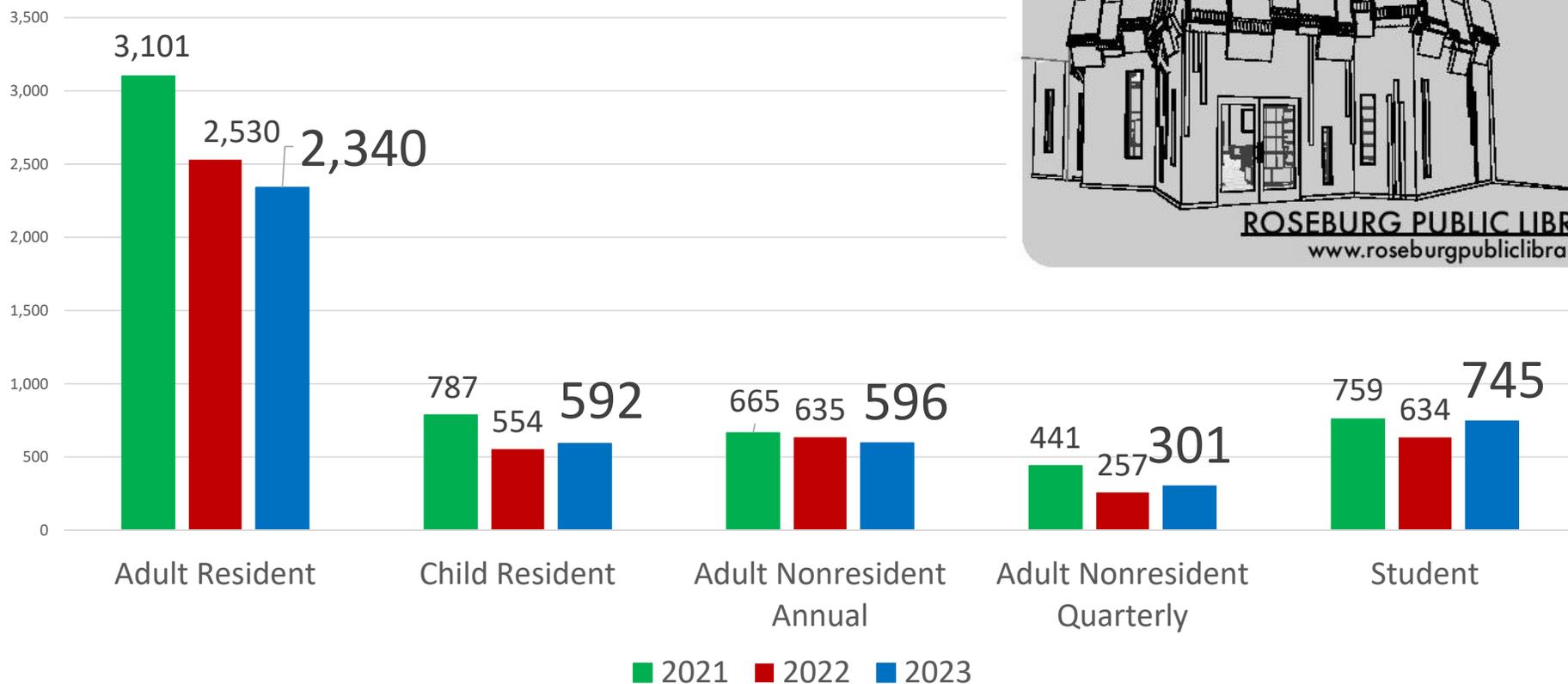
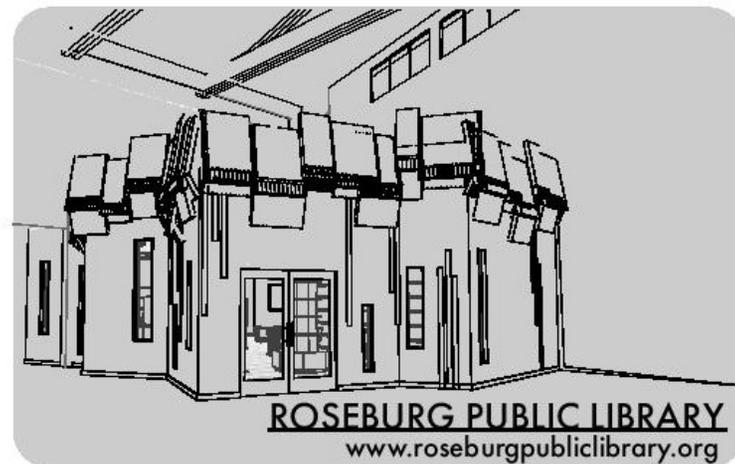


Collection Expenditures Allocation

Circulation

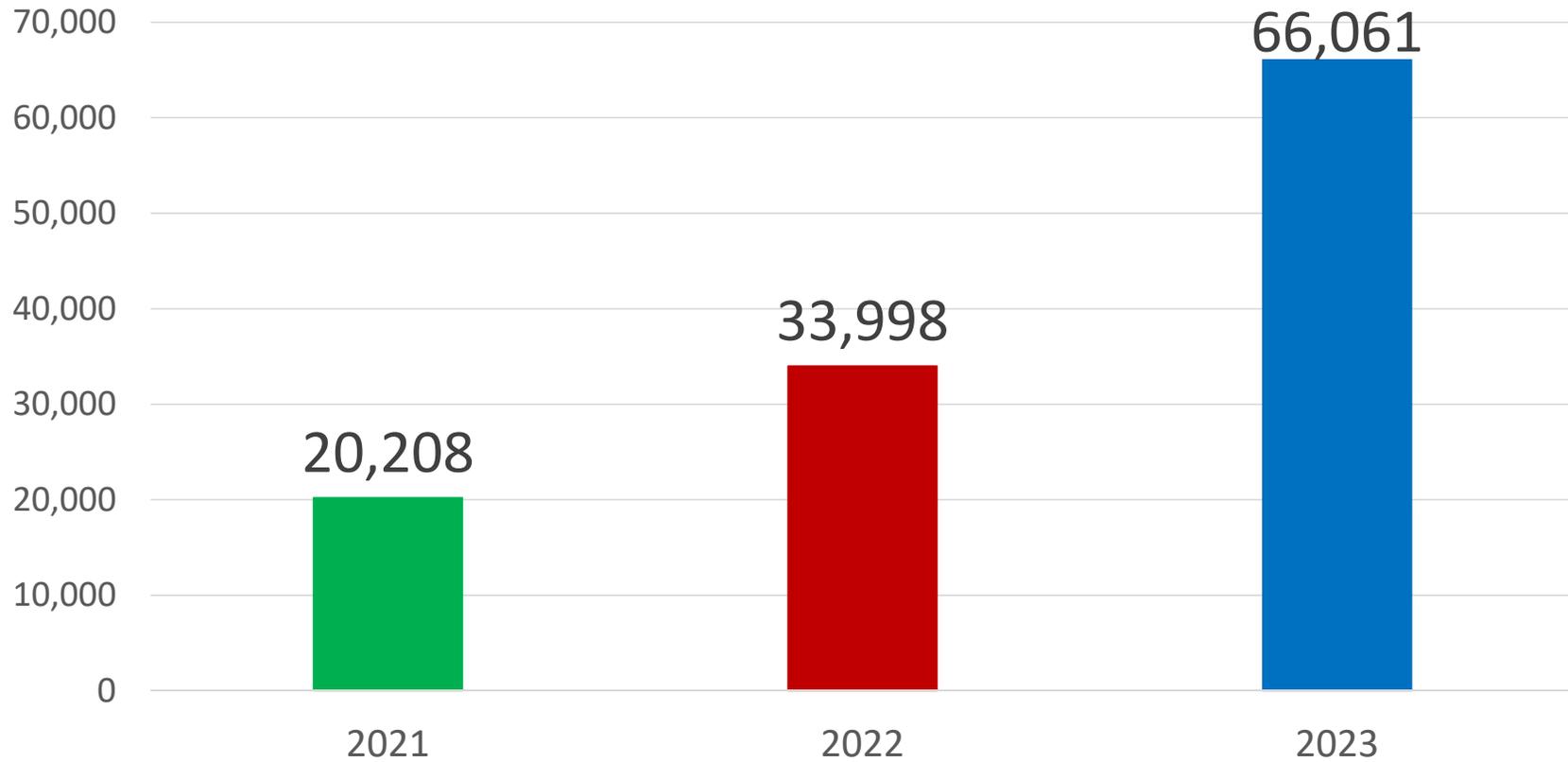


Cardholders

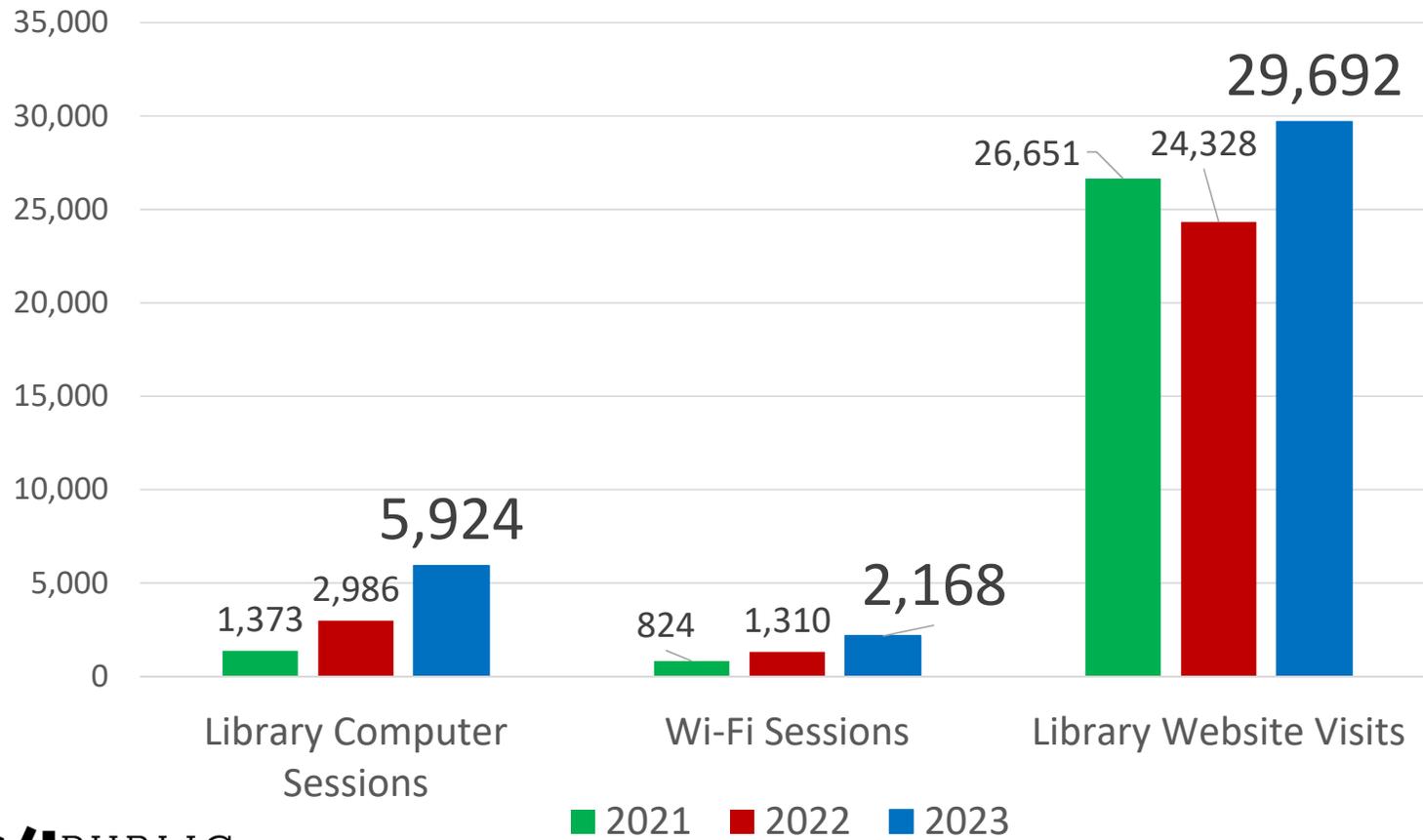


1,626 cardholders added

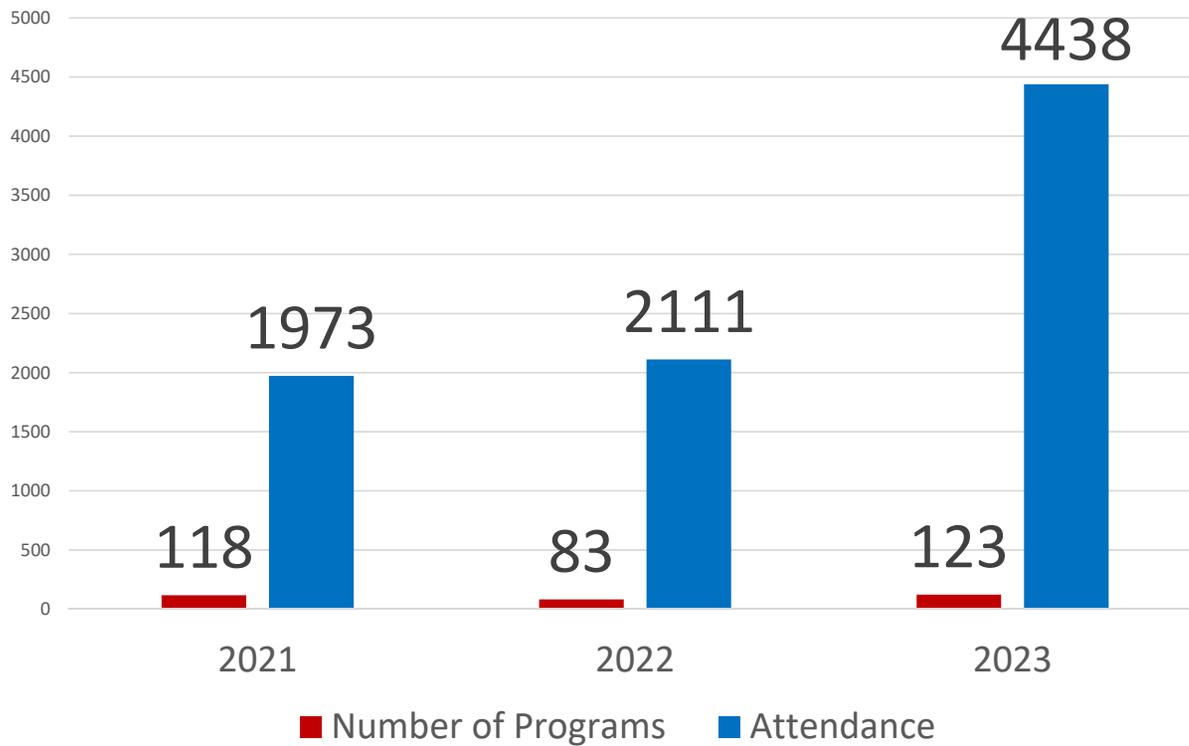
Library Visits



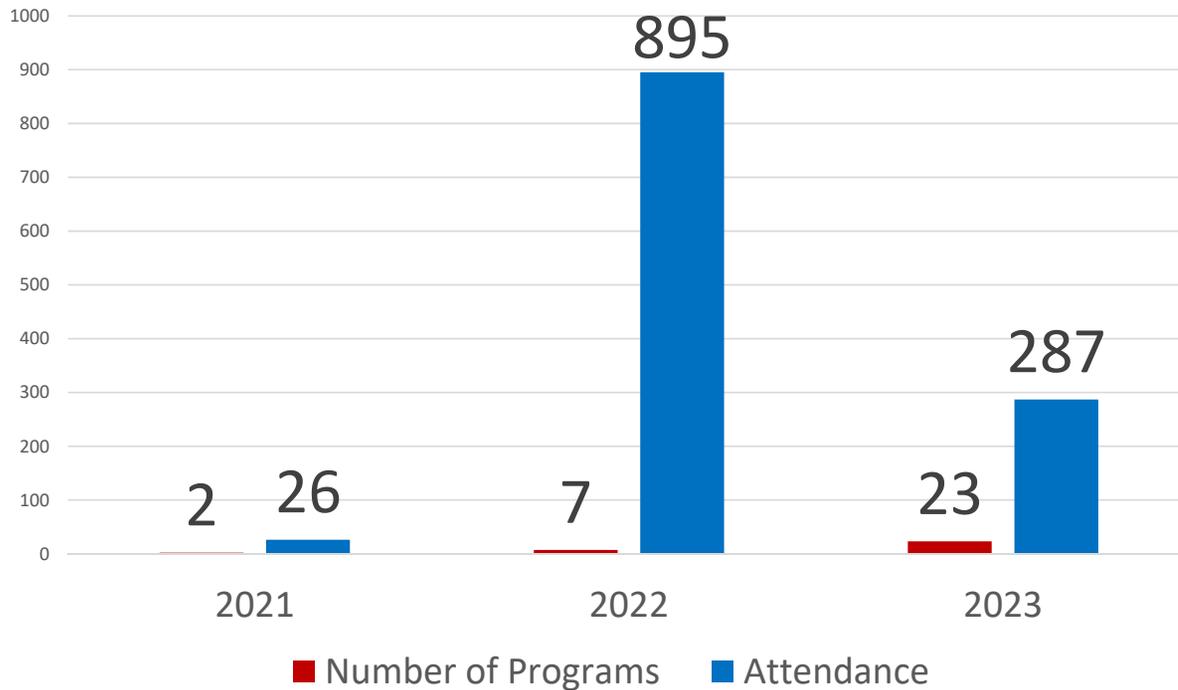
Technology



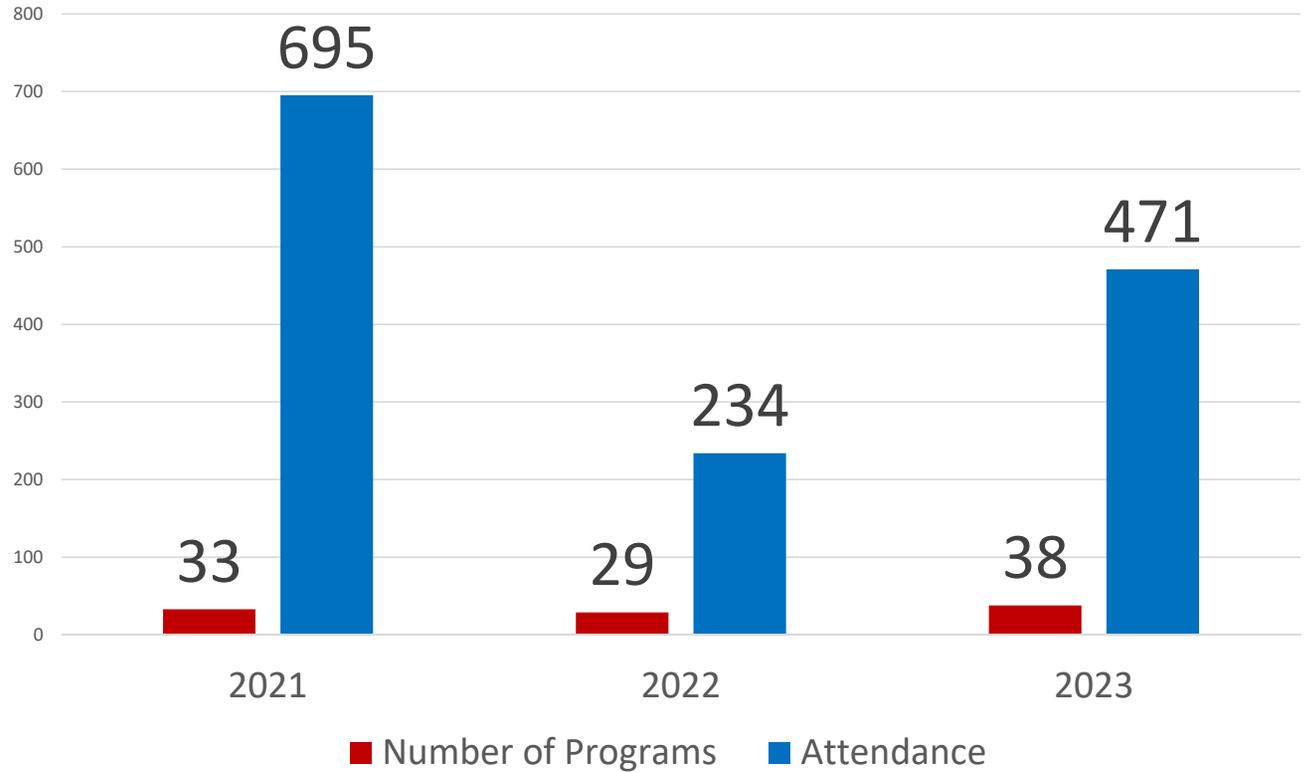
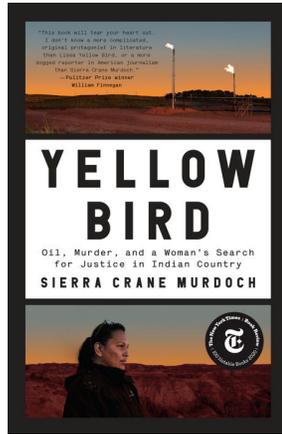
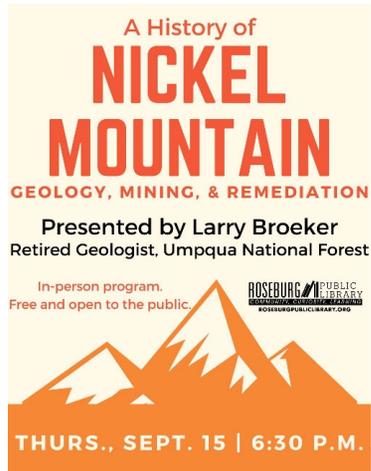
Programs for Children



Programs for Teens



Programs for Adults



More Programs

20 programs for all ages – 1746 attendance

31 grab-and-go craft kits – 5450 kits distributed



Grants

Granting Agency/Name	Purpose	Amount
The Ford Family Foundation	Storefront doors replacement	\$10,000
State Library of Oregon	Summer Reading Program	\$3,440
Roundhouse Foundation	Summer Reading Program	\$5,000
Douglas County Library Foundation	Collection materials	\$30,000
Whipple Foundation-Oregon Community Foundation	SRP, collection, Ford Room tech specs	\$20,000
Douglas County Cultural Coalition	Summer Reading Program	\$1,600
C. Giles Hunt Charitable Trust	Collection materials	\$10,000
American Lib. Assoc./Nat. Endowment for Humanities	Teen book group	\$500
Public Library Association	Basic technology instruction	\$6,000
TOTAL		\$86,540

Library Volunteers

15 Volunteers

1289 Total Hours

Friends Volunteers

*since January 2023

31 Volunteers

1260 Total Hours



Imagination Library

1384 active participants
889 graduates





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COMMUNITY, CURIOSITY, LEARNING

Thank you for your support!

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



SUNSHINE PARK ANNEXATION – CONSULTANT SERVICES CONTRACT EMERGENCY AWARD

Meeting Date: October 9, 2023
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Nikki Messenger
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The City Manager, acting as the Purchasing Agent, awarded a contract for consultant services for the annexation of Sunshine Park into the City Limits under emergency circumstances. The issue for the Council is whether to accept this report outlining the award of that contract.

BACKGROUND

A. Council Action History.

On May 24, 2021, the Council adopted Resolution No 2021-12, authorizing and supporting an application for a Recreational Trails Grant for development of a trail system at Sunshine Park.

B. Analysis.

Roseburg Municipal Code (RMC) Section 3.06.25 outlines contract classification and selection methods. Typically, most contracts over \$10,000 require staff to obtain three competitive quotes prior to awarding a contract. RMC Section 3.06.025(E) allows the Purchasing Agent (City Manager) to award a contract for a higher amount if the Purchasing Agent determines an emergency exists requiring prompt action. RMC 3.06.025(E)(4) requires the Purchasing Agent to submit a written report to the Council at the next Council meeting setting forth the emergency conditions necessitating prompt execution of the contract, the provisions of the Chapter that were waived, the public contracts awarded and the length of time that the emergency conditions are expected to persist.

In November of 2021 the City was notified that it had been awarded a grant for \$148,790 to construct mountain bike trails within Sunshine Park. This project had been identified in the Parks Master Plan and had been envisioned since the park's original purchase and construction in the early 2000s. Unfortunately, not all of the park property is located within the City Limits and Urban Growth Boundary, and a significant portion of the trail system would fall outside of the City Limits. Under Douglas County's Land Use Regulations, the construction of the trail system requires a Conditional Use Permit (CUP).

Staff submitted an application to Douglas County for a CUP. After multiple DC Planning Commission meetings, the Planning Commission approved the CUP application. The approval was appealed to the Douglas County Commissioners, who overturned the Douglas County Planning Commission's decision and denied the CUP. Much of the discussion held by the Commissioners revolved around jurisdiction and emergency services response and referred to the fact that the City had owned the park for twenty years but had not annexed all of it into the City Limits.

Through Dole Coalwell, the City appealed this decision to the Land Use Board of Appeals (LUBA). LUBA held a hearing and ultimately remanded the decision back to the Douglas County Commissioners. At this point, staff is not sure when the County may revisit the issue and has no indication that they will change their decision.

Given the uncertainty of gaining County approval and the potential for losing the grant funding if we are unable to move forward with the project in the near future, staff requested a scope and fee from 3J Consultants to perform the work necessary to annex the property into the City Limits. 3J is the firm that is currently assisting staff with the Urban Growth Boundary swap project. The fee estimate is \$34,980. This amount is within the City Manager's authority, but would typically require an informal Request for Proposal (RFP) process prior to awarding a contract. Even an informal RFP process could take six or more weeks to complete. Given the length of time the CUP process has taken, and the possibility of losing the grant funding if progress is not made, after consultation with the City Attorney the City Manager awarded the contract under RMC Section 3.06.025(E).

C. Financial/Resource Considerations.

The costs associated with the LUBA appeal total approximately \$12,500, not counting internal staffing. The annexation consultant contract amount is \$34,980. Given that this was not a budgeted expense, staff would propose utilizing ARPA funding to cover the expense.

D. Timing Considerations.

The RMC requires the City Manager to provide a report to Council at their next meeting following determination of the emergency. Staff expects the consultant to begin work as soon as practical and complete the work in late spring or early summer 2024.

COUNCIL OPTIONS

Council has the following options:

1. Accept the City Manager's report of the emergency action and related contract award; or
2. Direct the City Manager to cancel the contract awarded and provide direction regarding annexation of the park into the City Limits; or
3. Request additional information.

STAFF RECOMMENDATION

Staff recommends the Council accept the City Manager's report.

SUGGESTED MOTION

I move to accept the City Manager's report regarding the emergency award of a consultant contract for the annexation of Sunshine Park into the City Limits.

ATTACHMENTS:

Attachment #1 – Map of Sunshine Park

Attachment #2 – Map of proposed Trail System



1,294.7 0 647.33 1,294.7 Feet

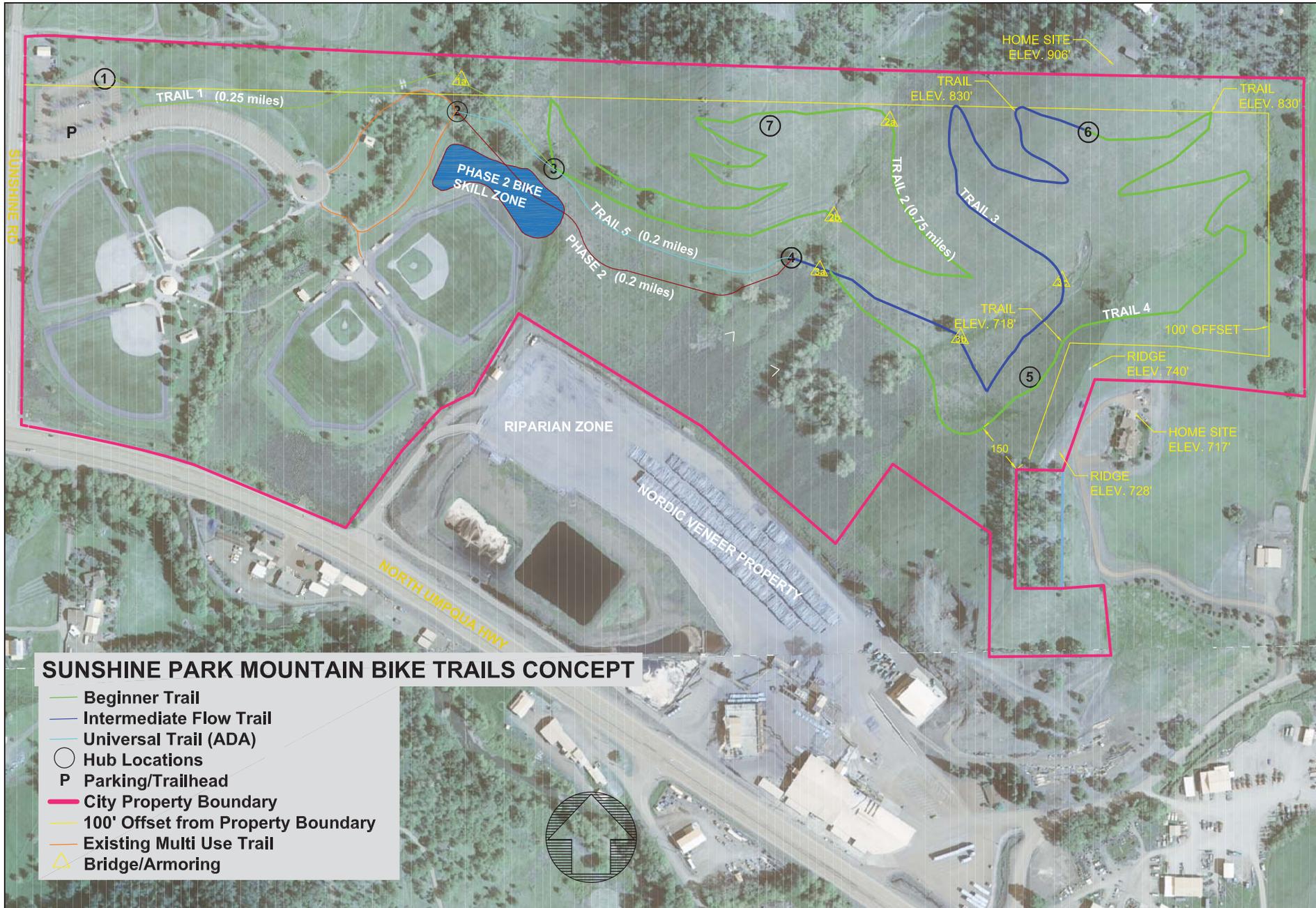
WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

1" = 647'

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

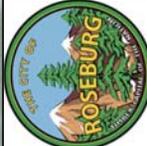
THIS MAP IS NOT TO BE USED FOR NAVIGATION





SUNSHINE PARK MOUNTAIN BIKE TRAILS CONCEPT

- Beginner Trail
- Intermediate Flow Trail
- Universal Trail (ADA)
- Hub Locations
- P Parking/Trailhead
- City Property Boundary
- 100' Offset from Property Boundary
- Existing Multi Use Trail
- △ Bridge/Armoring

DESIGN:	DATE:	REVISIONS:	DRAWN:	SCALE:	SHEET:
	1/27/2023		RGH		
SUNSHINE PARK TRAILS EXPANSION					
20GR21					
CITY OF ROSEBURG Public Works Department Dawn Easley - DIRECTOR PARKS DEPARTMENT					
					

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



BROWN PARK EXPANSION PROJECT – AUTHORIZATION TO ACCEPT DONATION, NEGOTIATE DONATION AGREEMENT AND PURCHASE REAL PROPERTY

Meeting Date: October 9, 2023
Department: Public Works
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: Dawn Easley, PW Director
Contact Telephone Number: 541-492-6892

ISSUE STATEMENT AND SUMMARY

Staff is seeking authorization to enter into an agreement with a local donor to accept a donation of \$150,000 for the Brown Park expansion project with the understanding the City will submit an application for grant funding through the Local Government Grant Program in January 2024 for development of the expansion. Staff is also asking the City Council to authorize the purchase of property located at 710 W. Francis Street for the expansion of Brown Park.

BACKGROUND

A. Council Action History.

On April 24, 2008, the City Council approved Resolution No 2008-06 adopting the 2008 Comprehensive Parks Master Plan. On April 12, 2021, the City Council adopted the 2021-2026 Capital Improvement Plan.

B. Analysis.

Brown Park is a mini park located in west Roseburg at the corner of Harvard Avenue and Francis Street. In June of 1958 the land was conveyed to the City of Roseburg for public park and playground purposes only as a memorial to George M. Brown, former Attorney General and Supreme Court Justice of the State of Oregon. The deed states that in the event the City fails to maintain and use the property for Public Park, playground and said memorial purposes or attempt to make other use of said property the title shall revert to and become the property of the grantors and/or their heirs.

The City of Roseburg Comprehensive Parks Master Plan, adopted in April 2008, specifically identifies the following projects at Brown Park:

- Upgrade the playground with equipment for multiple age groups.
- Monitor the adjacent parcel and purchase if possible.
- Provide internal pathways, site amenities and equipment that are universally accessible, regardless of ability.

The Master Plan also notes that if the park were to be expanded, special attention should be paid to improving access to the site and reorienting the play area away from Harvard Avenue.

In recent years, City staff have communicated with the adjacent land owner regarding acquisition of the property to allow for the expansion of Brown Park. The owner stated the intent was to sell the parcel to the City for the sole purpose of expanding Brown Park. Recently the property owner contacted the City stating she was ready to move forward with the sale of the 0.55 acre property, addressed as 710 W. Francis Street.

On August 16, 2023, City staff met with a local couple who wanted to discuss making a financial donation benefiting City parks, stating their wish is to create a safe and accessible space, benefiting all kids and the community. Options were brainstormed. On September 26, 2023, City Staff, again, met with the local couple, who stated that they would like to make a donation that would enable the City to move forward with the Brown Park expansion and development project, which was an option discussed in the prior meeting.

One concern is ensuring that the park project gets completed within a reasonable time frame, regardless of whether the City is able to obtain grant funding. As such, staff is recommending drafting a donation agreement outlining the City's commitment to completing the park expansion project in recognition of the donation, enabling the City to purchase the property.

C. Financial/Resource Considerations.

The purchase price of the property located at 710 W. Francis Street is \$150,000, which will be funded by the donation. The Douglas County Assessor's website lists the real market value of the property at \$167,706. An appraisal will be done on the property after the sale. The appraised value of the land will qualify as match funds for grant funding. The Local Government Grant program requires a 40 percent match. Staff has requested preliminary design and cost estimates for play equipment and related amenities but does not have a solid cost estimate at this time. A preliminary estimate range is from \$300,000 to \$650,000. Any additional matching funds beyond the appraised value of the property would come from the Park Improvement Fund.

D. Timing Considerations.

The Local Government Grant Program opens its yearly grant cycle on January 1, 2024. The application deadline is April 1, 2024, for the large (>\$75,000) grant category. In order to be utilized as match for the grant project, the property purchase would need to close and the City would need to obtain an appraisal and review the appraisal prior to submitting a grant application.

COUNCIL OPTIONS

- 1) Authorize the City Manager to negotiate and execute a donation agreement to accept \$150,000 towards the purchase of property to expand Brown Park; and

- 2) Authorize the City Manager to execute documents to purchase the property located at 710 W. Frances Street for expansion of Brown Park; or
- 3) Request additional information; or
- 4) Not authorize the City Manager to execute a donation agreement and purchase agreement to purchase the property located at 710 W. Francis Street for expansion of Brown Park.

STAFF RECOMMENDATION

The Parks Commission discussed this at their October 4th meeting, and staff will provide their recommendation at the Council meeting. Staff recommends the City Council

1. Authorize the City Manager to negotiate and execute a donation agreement accepting \$150,000 for the Brown Park expansion project with stipulations that the expansion project will get completed; and
2. Authorize the City Manager to proceed with the purchase of 710 W. Francis Street to allow for the expansion of Brown Park.

SUGGESTED MOTION

I move to authorize the City Manager to negotiate and execute a donation agreement to accept \$150,000 towards the expansion of Brown Park and authorize the City Manager to proceed with the purchase of 710 W. Francis Street for the expansion of Brown Park.

ATTACHMENTS:

Boundary Map

HARVARD AVE

Brown Park

100'

PILGER ST

240'

R14121

240'

FRANCIS ST



100.43'



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER ACTIVITY REPORT

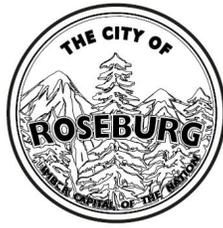
Meeting Date: October 9, 2023
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

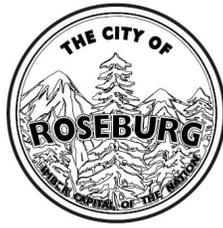
At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your October 9, 2023 meeting, the following items are included:

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



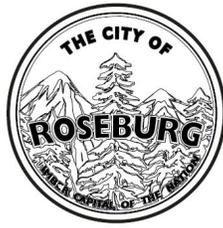
Agenda
Department Head Meeting
Public Safety Center Umpqua Room
September 12, 2023 - 10:00 a.m.

1. September 11, 2023 City Council Meeting Synopsis
2. September 25, 2023 City Council Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign
5. Discussion Items



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
September 18, 2023 - 10:00 a.m.

1. September 25, 2023 City Council Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents, Events, or Grants to review and/or sign
 - a. Community Event – Trella Vineyards (09-22-2023)
 - b. Community Event – Trella Vineyards (09-29-2023)
4. Discussion Items
 - a. Community Event applications
 - i. March 2022 Department Head Minutes
 - ii. 2022 -2023 Community Event Statistics
 - iii. Signature Page (updated)



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
September 26, 2023 - 10:00 a.m.

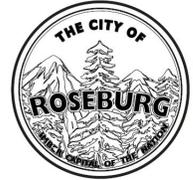
1. October 9, 2023 City Council Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents, Events, or Grants to review and/or sign
 - a. Community Event – Neewollah Parade (do we need Col? – none last year due to Blocktoberfest; Downtown Association has dissolved).
4. Discussion Items



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
October 2, 2023 - 10:00 a.m.

1. IT Updates and Questions – Christine, Systech
2. October 9, 2023 City Council Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign
 - A. Community Event – Monthly Wine Tasting for Customers of The Wine Destination
 - B. Community Event – Food Truck at Trella
5. Discussion Items
6. Employee Service Pins
 - A. Jeremy Pieske – Public Works Department – 20 years

TENTATIVE FUTURE COUNCIL AGENDA



Unscheduled

- 2023-2025 Council Goals (October 30th)
 - Urban Growth Boundary Swap
 - IGA with UCC
 - Providing Interim Cash Flow Financing for Off-Street Parking Fund (Ron – Oct ?)
-

October 9, 2023

Special Presentation

- A. MedCom and Umpqua Valley Ambulance Presentation – Chief Rob Bullock

Consent Agenda

- A. September 25, 2023 Meeting Minutes
- B. ODOT IGA – All Roads Transportation Safety (ARTS)

Ordinance

- A. Ordinance Amending Chapter 3.06.025 – Contract Threshold Amounts
- B. Dog Ordinance Update

Department Items

- A. Downtown Parking

Informational

- A. City Manager Activity Report
-

October 23, 2023

Mayor Reports

- A. Veterans Day Proclamation

Consent Agenda

- A. October 9, 2023 Meeting Minutes

Resolutions

- A. Updating the Park Rules and Regulations

Executive Session

- A. City Manager Evaluation

Informational

- B. City Manager Activity Report
-

November 13, 2023

Consent Agenda

- A. October 23, 2023 Meeting Minutes

Department Items

- A. Award of Standby Power for the Airport

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

City Manager Updates
September 8, 2023

Just a few quick notes this week.....

- Thanks to those that made it to the navigation center yesterday to tour the facility. We are excited to launch the next phase and are optimistic regarding the potential for positive impacts in our community.
- Staff is close to finalizing the approval process for a private tent camping site on the west side of the South Umpqua River near the Washington Avenue Bridge. This bridge is actually in an easement over the Elk Island Trading Group property. The tent camping site may open as soon as next week. This will be the first site opened under the Council adopted policy which can be found here:
<https://www.cityofroseburg.org/departments/community-development/vehicle-tent-camping-program>
- Swift Watch is back at Fir Grove Park. While the vaux swifts will be roosting nightly, there will be events on Friday evenings September 8, 15, and 22 in the parking lot near the Clay Place (behind the Arts Center) starting at 6:30 pm.
- The Community Development Department continues to work on the application for the Urban Growth Boundary swap. After another meeting with DLCD, we think we are close to finalizing the application. They have (again) requested additional work and staff is finalizing an amendment with the consultant to complete the work in the next 45 days.
- There have been questions about where to find the City's master plan documents. They can be found here:
<https://www.cityofroseburg.org/departments/administration/master-plans>
The 'main' documents are the 2018 Airport Master Plan, Parks Master Plan, Storm Drainage Master Plan, Water System Master Plan, and the Transportation System Plan, all of which are elements of the Roseburg Urban Area Comprehensive Plan. The Five Year Capital Improvement Plan can also be found on this page, with projects pulled from each of the master plans.
- Meetings next week: City Council – Monday, 9/11 @ 7 pm, Council Chambers

City Manager Updates
September 22, 2023

- Great news! The Parks & Rec Division's grant application for funding to renovate the outdoor tennis courts at Stewart Park has been approved. The \$750,000 grant through the Oregon Parks and Recreation Department's Local Government Grant will go a long ways towards renovating the 50+ year old courts, including the inclusion of pickle ball courts.
- The latest City Connection Newsletter has lots of good information and is available online here: <https://mailchi.mp/cityofroseburg/city-of-roseburg-summer2023-e-newsletter-6187334>
- You may have seen an article in the News-Review today about Forget Me Not Village. Stu and his staff have been working to get this business into compliance for well over a year. Since a portion of this is an overnight memory care facility, fire life safety is a critical concern. The goal is not to shut businesses down, but we cannot ignore safety violations, especially for an at-risk population. The owner was given until September 13 to either stop the use or the building official would 'red tag' the building. The owner stopped the use until the proper permits can be obtained and improvements made that will allow the city and county to approve the use.
- Elk Island Trading Group's permit for a tent camping site has been approved on their property under the west end of the Washington Avenue Bridge.
- The Library Commission met this week and heard information from the annual statistical report Director Wiley prepares for the State Library of Oregon.
- Recent meetings included a webinar on Rural Solutions for Homelessness, the Roseburg Chamber luncheon, the Partnership board meeting, and a meeting with Dr. Brigham at ADAPT to catch up on several ongoing projects.
- K9s in the Grapevines is happening on Saturday. More information can be found here: <https://www.facebook.com/UVPoliceK9>
- I will be out Friday (9/22) and back in the office on Monday (9/25)
- Meetings next week:
 - Homeless Commission, Monday 9/25 @ 11 am City Hall Council Chambers
 - City Council, Monday 9/25 @ 7 pm City Hall Council Chambers

City Manager Updates
September 29, 2023

- The Homeless Commission met on Monday and received a number of updates from local partners, including an update on Phase 2 at the Gary Leif Navigation Center. The navigation center welcomed the first 10 guests to the congregate shelter on Monday and will slowly add residents in order to ensure safety of staff and those staying in the shelter. This has been a long awaited opening and we are excited to see the impacts as the center becomes fully operational. UCAN Executive Director Shaun Pritchard and I are scheduled to be on Inside Douglas County next Friday at 12:30 to talk about the navigation center.
- CDD staff is reviewing the final draft of the Urban Growth Boundary swap documents. Staff will be meeting with the County to discuss how best to coordinate and schedule the required meetings to move the action forward. Without going into a great amount of detail, this is a significant milestone given the number of times that the regulator goalposts have moved on this project. Thank you to Stu and his staff for sticking with it through all of the challenges!
- Thanks to meetings arranged by Commissioner Kress, Dawn Easley, Val Ligon and I have met twice with a generous local couple that have verbally committed to provide a donation that will enable the City to purchase the property adjacent to Brown Park for a park expansion project. The concept will be going to the Parks Commission for a recommendation next week and then forwarded to the Council for consideration at their next meeting. We are super excited at the possibility of expanding and renovating this neighborhood park as recommended in the Parks Master Plan.
- The East Roseburg/Diamond Lake Urban Renewal District has seen significant development since its inception. As such, the tax increment generated has exceeded the expectation for this early in the plan. Staff has started working with consultants to identify the potential for bond sales in order to fund upcoming projects that have been identified in the district. More to come on this in early 2024.
- Thank you to our Fire and Police Departments for their participation in the Challenge of the Heroes fundraiser last night. The county-wide event raises funds for Up2UsNow for child abuse prevention efforts and human trafficking programs. No word yet on who raised the most money 😊
- Lots of great information can be found in this week's press releases about the \$750,000 grant to revamp the tennis courts, navigation center renovation completion, and a 1934 fire engine that was donated back to the department. <https://www.cityofroseburg.org/news>
- Meetings next week:
 - Planning Commission – Monday, 10/2 @ 7 pm City Hall Council Chambers
 - Parks Commission – Wednesday, 10/4 @ 8:15 am PSC Umpqua Room

