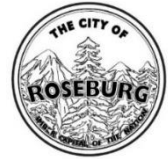


ROSEBURG CITY COUNCIL AGENDA – JULY 22, 2024
City Council Chambers, City Hall
900 SE Douglas Avenue, Roseburg, Oregon 97470



Public Online Access:

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

Facebook Live at www.Facebook.com/CityofRoseburg

Comments on Agenda Items and Audience Participation can be provided in person or electronically via Zoom. See Audience Participation Information 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

Roll Call

Tom Michalek

Andrea Zielinski

Kylee Rummel

David Mohr

Ellen Porter

Ruth Smith

Patrice Sipos

Shelley Briggs Loosley

3. Mayor Reports

4. Commission Reports/Council Ward Reports

5. Audience Participation – In Person or via Zoom/See Information on the Reverse

6. Consent Agenda

A. June 24, 2024 Regular Meeting Minutes

B. OLCC – New Outlet – The Majestic Theater, LLC located at 431 SE Main Street

C. OLCC – New Outlet – Muchas Gracias Mexican Food - Roseburg located at 1144 W. Harvard Ave.

D. OLCC – Change of Ownership – Rosebud Entertainment, LLC dba The Rosebud Theatre located at 663 SE Jackson Street

E. Resolution No. 2024-15 – Correcting Airport Facilities Fees

F. FAA Grant Acceptance – Extend Taxiway A – Phase II Construction – Resolution No. 2024-16

7. Public Hearings

A. An Ordinance Amending the Roseburg Urban Growth Boundary (UGB), De-Annexing Property, Amending the Comprehensive Plan Map, Annexing Right-of-Way and Amending the Urban Growth Management Agreement (UGMA) - File No. CPA-23-002

8. Department Items

A. SE Stephens Water Main Replacement Project Bid Award Recommendation – Project No. 23WA12

B. SE Douglas Avenue Pavement Repairs Project Bid Award Recommendation – Project No. 24PW09

C. Intergovernmental Agreement with Roseburg Urban Sanitary Authority - SE Stephens Water Main Replacement Project No. 23WA12

D. Douglas Avenue Deer Creek Bridge Project – Intergovernmental Agreement – Revised Change Order No. 1

9. Items from Mayor, City Council and City Manager

10. Adjourn

11. Executive Session ORS 192.660(2)

Informational

A. City Manager Activity Report

B. Municipal Court Quarterly Report

AUDIENCE PARTICIPATION INFORMATION

The Roseburg City Council welcomes and encourages citizen participation at all of our regular 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.**
 - Each speaker must provide their name, address, phone number and topic on the Audience Participation Sign-In Sheet.
 - **VIA EMAIL by sending an email by 12:00 p.m. the day of the meeting to info@roseburgor.gov.**
 - These will be provided to the Council but will not be read out loud during the meeting. Please include your name, address and phone number within the email.
 - **VIRTUALLY during the meeting. Contact the City Recorder by phone (541) 492-6866 or email (info@roseburgor.gov) by 12:00 p.m. the day of the meeting to get a link to the meeting.**
 - Each speaker must provide their name, address, phone number and topic in the email. Speakers will need to 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. All attendees will be held in a "waiting room" until called on to speak. It is helpful if the speaker can provide a summary of their comments via email to ensure technology/sound challenges do not limit Council's understanding.
- 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."
 1. Speakers will be called by the Mayor in the order in which they signed up. The Mayor will generally call in-person speakers prior to calling speakers participating via Zoom. Each virtual speaker will be transferred from the "waiting room" into the meeting to provide comments, then moved back to the "waiting room" upon completion of their comments.
 2. Persons addressing the Council in person or virtually must state their name and city of residence for the record.

TIME LIMITATIONS - A total of 30 minutes shall be allocated for the "Audience Participation" portion of the meeting. With the exception of public hearings, each speaker will be allotted a total of 6 minutes, unless the number of speakers will exceed the maximum time. In this case, the Mayor may choose to decrease the allotted time for each speaker in order to hear from a wider audience. All testimony given shall be new and not have been previously presented to Council.

Audience Participation is a time for the Mayor and Council to receive input from the public. The Council may respond to audience comments after "Audience Participation" has been closed or during "Items from Mayor, Councilors or City Manager" after completion of the Council's business agenda. The Council reserves the right to delay any action requested until they are fully informed on the matter.

ORDER AND DECORUM

Councilors and citizens shall maintain order and decorum at Council meetings. Any audience member may be directed to leave the meeting if they use unreasonably loud, disruptive, or threatening language, make loud or disruptive noise, engage in violent or distracting action, willfully damage furnishings, refuse to obey the rules of conduct, or refuse to obey an order of the Mayor or majority of Council. No signs, posters or placards are allowed in the meeting room.

All speakers and audience members should treat everyone with respect and maintain a welcoming environment. Please avoid actions that could be distracting such as cheering, booing, or applause. Please turn cell phones to silent and enter and exit the Council Chambers quietly if the meeting is in progress and take any conversations outside the Chambers.

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
June 24, 2024**

Council President Mohr called the regular meeting of the Roseburg City Council to order at 7:01 p.m. on June 24, 2024 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

1. Pledge of Allegiance

Councilor Porter led the pledge of allegiance.

2. ROLL CALL

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

Absent: Larry Rich, Shelley Briggs Loosley and Patrice Sipos

Others: City Manager Nikki Messenger (via zoom), City Attorney Jim Forrester, Police Chief Gary Klopfenstein, Assistant Fire Chief Dave Newquist, Community Development Director Stuart Cowie, Human Resources Director John VanWinkle, Library Director Kris Wiley, Public Works Director Dawn Easley, Finance Director Ron Harker, City Recorder Amy Nytes, and Management Assistant Grace Jelks

3. Mayor Reports

- A. Council President Mohr proclaimed June 19, 2024, as Juneteenth Independence Day on behalf of Mayor Rich. Kenny Wong, Equity Coach – Douglas Education Service District, shared information about the Juneteenth Day, as well as appreciation for the Council's recognition.
- B. Council President Mohr proclaimed July 2024, as Parks and Recreation Month on behalf of Mayor Rich. Easley shared information about Parks and Recreation Month, as well as appreciation for the Council's recognition.

4. Commission Reports/Council Ward Reports.

The Council took a moment to express their appreciation to Public Works Director Dawn Easley wished her well in her new position.

Councilor Zielinski reported on the June 18, 2024 Library Commission meeting.

Councilor Michalek reported that MedCom is officially disbanded as of July 1, 2024.

Councilor Rummel reported on the June 19, 2024 Historic Resources Review Commission.

Council President Mohr reported on the June 20, 2024 Airport Commission meeting.

5. Audience Participation

- A. Celia VanderVelden, resident, spoke about discrimination in the community.
- B. Jesse Spain, resident, spoke about building a sports complex.

6. Special Presentations

- A. RARE AmeriCorps Member Christian Sala gave a presentation. Discussion ensued.

Councilor Smith's comments and questions included what suggestions or advice he has to assist with the next RARE AmeriCorps member.

Councilor Zielinski expressed her appreciation for Sala's service and Wiley's ability to help people find what they are good at and allow them to learn and grow.

Councilor Rummel shared her contact information with Sala to help him in his future career.

Sala shared that he felt prepared for this role based on the information and advice he received from Wiley, and that he is the culmination of her experience with previous RARE AmeriCorps members.

7. Consent Agenda

- A. June 10, 2024 Regular Meeting Minutes.

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

8. Resolutions

- A. Harker presented Resolution No. 2024-14 – Appropriation Transfer for Fiscal Year 2023-24. Discussion ensued.

Councilor Michalek's comments and questions included whether we can afford it.

Harker clarified the general fund supports Municipal Court functions, which has a strong balance and will not have a negative impact.

Councilor Porter moved to adopt Resolution No. 2024-14, Authorizing an Appropriation Transfer for Fiscal Year 2023-24. The motion was seconded by Councilor Smith and approved with the following vote: Councilors Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

9. Department Items

- A. Easley presented Amendment No. 1 to the Traffic Signal Maintenance Intergovernmental Agreement with the Oregon Department of Transportation. Discussion ensued.

Councilor Michalek's comments and questions included clarification of whether money has been set aside.

Councilor Smith's comments and questions included whether there are plans for adding sustainable equipment.

Easley clarified that invoices are paid as the work gets done, maintenance is budgeted for annually, lights have been upgraded with LED bulbs, and there are solar boxes for backup electricity.

Councilor Porter moved to authorize the execution of Amendment No. 1 to the Intergovernmental Agreement with Oregon Department of Transportation for Traffic Signal Maintenance. The motion was seconded by Councilor Smith and approved with the following vote: Councilors Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

- B. Easley presented the 2024 Pavement Management Overlay Project Bid Award Recommendation – Project No. 24PW01. Discussion ensued.

Councilor Michalek's comments and questions included clarification of why there was a twenty percent increase from the engineer's estimate.

Councilor Rummel's comments and questions included clarification of the fog seal.

Easley clarified there were significant complexities to traffic control at certain intersections that was not accounted for, more expensive fog seal that was added later, rising labor and material costs, the bid was scrutinized and determined to be fair, and fog seal is a treatment on the pavement for a smoother ride.

Councilor Porter moved to award the NE Stephens Street Rehabilitation Project to the lowest responsible bidder, Knife River Materials, for \$1,175,355, contingent upon expiration of the seven-day notice of intent to award period. The motion was seconded by Councilor Rummel and approved with the following vote: Councilors Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

- C. Easley presented the 2024 Pavement Management Slurry Seals Project Bid Award Recommendation – Project No. 24PW02. Discussion ensued.

Councilor Michalek's comments and questions included clarification of where the bidder was located and whether street projects were completed in sections.

Council President Mohr's comments and questions included clarification of NE Garden Valley up to Lincoln, which was done approximately two to three years ago.

Easley clarified they have worked with this bidder in the past, they are pretty reputable, she believed they are based out of Sacramento, it is more cost effective to repair streets in planned sections, and streets are repaired every seven to ten years.

Councilor Porter moved to award the 2024 Pavement Management Program Slurry Seals Project to VSS International, Inc., the lowest responsible bidder, for \$256,000, contingent upon expiration of the seven-day notice of intent to award period. The motion was seconded by Councilor Zielinski and approved with the

following vote: Councilors Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

- D. Harker presented Providing Interim Cash Flow for Off Street Parking Fund. Discussion ensued.

Councilor Porter's comments and questions included whether there are any updates on funding opportunities and when the Council will get them.

Council President Mohr's comments and questions included who is leading the Staff review effort, there has been a lot of discussion and work put into this issue, and we need to meet to figure out where we are at.

Councilor Smith's comments and questions included setting up a work session for constituents to present materials and observations, meeting with Messenger, parking meters were considered, the discussion group discovered that many proposals fell short of solving the deficit, taking money from the general fund would have a negative impact on City operations, parking meters will not pay for the deficit, the City already had a significant parking study done, and there is still a significant short fall.

Councilor Michalek's comments and questions included installing parking meters out of the general fund, asking downtown businesses to pay extra, and looking at other cities for successful parking solutions.

Harker clarified that Staff in multiple departments are evaluating options.

Messenger clarified that Staff is waiting on additional materials from the Downtown Parking Discussion Group, the need to schedule another work session, and meeting with Councilor Smith.

Councilor Zielinski moved to authorize use of \$50,000 of ARPA funds to provide cash flow assistance for the Off-Street Parking Fund. The motion was seconded by Councilor Rummel and approved with the following vote: Councilors Michalek, Mohr, Porter, Rummel, Smith, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

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

- A. Messenger discussed a tour at UCC on July 8th.

There was a consensus by the Council to take a tour of the UCC Medical Building on July 8, 2024, beginning at 5:00 p.m.

Councilor Porter discussed the increase in homeless camps and fire activity in her area, appreciation for law enforcement efforts, whether the Homeless Commission is still involved in finding a location for an urban campground, concern for running out of time to use ARPA funds, the possibility of reconsidering a previous property, whether the City will review the ruling or rely on the State's interpretation, encouraging people to step up on this issue, and not accepting the status quo.

Council President Mohr's comments and questions included when the Homeless Commission is scheduled to meet next.

Councilor Michalek's comments and questions included appreciation for law enforcement's response efforts and the possibility of relocating the homeless population outside of the city.

Councilor Smith's comments and questions included whether there are any updates on the Dream Center property or Bernie Woodward's proposal for an urban campground.

Klopfenstein stated there is a cleanup scheduled for that area tomorrow, which may help temporarily.

Nytes stated the next Homeless Commission meeting is scheduled on Monday, July 22, 2024.

Messenger clarified the understanding from previous Council direction was to find another location for an urban campground that the Dream Center will manage. Negotiations have continued, but finding another location has continued to be challenging. Hopefully, the Supreme Court will issue a decision that makes finding a location less problematic. The search for a new location will continue and information about new locations is welcomed. There have not been any updates on Bernie Woodward's proposal.

Forrester clarified the Supreme Court's decision has not been released yet, the current law requires a location inside city limits, Oregon has codified parts of the law, it will take time to review the new ruling, future impact to the City is unknown at this point, and the City will review recommendations. We need to be careful about discussing or making a decision about an issue that has not been publicly noticed and placed on an upcoming meeting agenda.

11. Adjourn

Council President Mohr adjourned the regular meeting at 8:32 p.m.

Grace Jelks

Grace Jelks

Management Staff Assistant



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC NEW OUTLET THE MAJESTIC THEATER, LLC 431 SE MAIN STREET

Meeting Date: July 22, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Grace Jelks, Management Assistant
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

OLCC has received an application from The Majestic Theater, LLC, as a new outlet granted for "New Outlet – Full On Premises" sales. 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

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 THE MAJESTIC THEATER, LLC, AT 431 SE MAIN STREET, 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: (Use the DISTT form HERE)

☐ Limited On-Premises

☐ Off Premises

☐ Warehouse

☐ Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT
After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

City of Roseburg

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below



- ☐ Recommend this license be granted
☐ Recommend this license be denied
☐ No Recommendation/Neutral

Printed Name

Date

Signature

Trade Name

The Majestic Theater, LLC

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: <i>The Majestic Theater & Big Picture Cafe, LLC</i>	Name of entity or individual applicant #2: <i>Sharon Lee Schwartz</i>
Name of entity or individual applicant #3: <i>Russell Johnson</i>	Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

Majestic Theater & Big Picture Cafe

Premises street address (The physical location of the business and where the liquor license will be posted):

431 SE Main St, Roseburg, OR

City: <i>Roseburg</i>	Zip Code: <i>97474</i>	County: <i>Douglas</i>
Business phone number: <i>541-744-6098</i>	Business email: <i>sharon.lee.schwartz25@gmail.com</i>	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): <i>1300 SE Washington Ave</i>		
City: <i>Roseburg</i>	State: <i>OR</i>	Zip Code: <i>97470</i>
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 checked="" type="checkbox"/> No

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Sharon Lee Schwartz

Phone number: <i>541/744-6098</i>	Email: <i>sharon.lee.schwartz25@gmail.com</i>
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pd #499374

LIQUOR LICENSE APPLICATION

Page 3 of 4

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

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

- 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.

The Majestic Theater, LLC

Big Picture Cafe
Applicant name

[Signature] (member)
Signature

5/21/24
Date

Sharon Lee Schwab
Applicant name

[Signature]
Signature

5/21/24
Date

Russ Johnson
Applicant name

[Signature]
Signature

5/21/24
Date

Applicant name

Signature

Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC NEW OUTLET MUCHAS GRACIAS MEXICAN FOOD - ROSEBURG 1144 W. HARVARD AVE

Meeting Date: July 22, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Grace Jelks, Management Assistant
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

OLCC has received an application from Muchas Gracias Mexican Food - Roseburg, as a new outlet granted for "New Outlet – Commercial Off - Premises" sales. 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

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 MUCHAS GRACIAS MEXICAN FOOD - ROSEBURG, AT 1144 W. HARVARD AVE., 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: (Use the DISTT form [HERE](#))

☐ Limited On-Premises

- ☒ Off Premises
- ☐ Warehouse
- ☐ Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT

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

Name of City OR County (not both)

City of Roseburg

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below



- ☐ Recommend this license be granted
- ☐ Recommend this license be denied
- ☐ No Recommendation/Neutral

Printed Name

Date

Signature

Muchas Gracias Mexican Food - Roseburg

Trade Name

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:

Elvia Ramirez Martinez

Name of entity or individual applicant #2:

Jose M Ramirez Aguilar

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):

Muchas Gracias Mexican Food - Roseburg

Premises street address (The physical location of the business and where the liquor license will be posted):

1144 W Harvard Ave

City:

Roseburg

Zip Code:

97471

County:

Douglas

Business phone number:

541-441-1840

Business email:

muchasgp77@hotmail.com

Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\[11\]](#)):

1144 W Harvard Ave

City:

Roseburg

State:

Oregon

Zip Code:

97471

Does the business address currently have an OLCC liquor license? ☐ Yes ☒ No

Does the business address currently have an OLCC marijuana license? ☐ Yes ☒ No

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Elvia Ramirez Aguilar

Phone number:

541-441-1840

Email:

muchasgp77@hotmail.com

LIQUOR LICENSE APPLICATION

Page 3 of 4

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.

Muchas Gracias Mexican Food - Roseburg

LIQUOR LICENSE APPLICATION

Muchas Gracias Mexican Food - Roseburg

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

- 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.

Elvia Ramirez Aguilar

Applicant name

Signature

Date

Jose M Ramirez Aguilar

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the [Authorized Representative Form](#). You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC CHANGE OF OWNERSHIP ROSEBUD ENTERTAINMENT, LLC DBA THE ROSEBUD THEATRE 663 SE JACKSON STREET

Meeting Date: July 22, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Grace Jelks, Management Assistant
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

OLCC has received an application from Rosebud Entertainment, LLC dba The Rosebud Theatre, as a change of ownership granted for "Change of Ownership – Full On Premises - Commercial" sales. 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

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 CHANGE OF OWNERSHIP APPLICATION FOR ROSEBUD ENTERTAINMENT, LLC DBA THE ROSEBUD THEATRE, AT 663 SE JACKSON STREET, 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: (Use the DISTT form [HERE](#))

☐ Limited On-Premises

☐ Off Premises

☐ Warehouse

☐ Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT
After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

City of Roseburg

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received: 07/03/24

Optional: Date Stamp Received Below



- ☐ Recommend this license be granted
☐ Recommend this license be denied
☐ No Recommendation/Neutral

Printed Name

Date

Signature

Rosebud Entertainment, LLC dba

Trade Name

The Rosebud Theatre

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:
Rosebud Entertainment, LLC
DBA The Rosebud Theatre

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):

The Rosebud Theatre

Premises street address (The physical location of the business and where the liquor license will be posted):

663 SE Jackson St.

City:

Roseburg

Zip Code:

97470

County:

Douglas

Business phone number:

503.519.6255

Business email:

info@therosebudtheatre.com

Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]):

Attn: Kristi Rifenbark 652 SE ~~W. Kane St.~~ Kane St.

City:

Roseburg

State:

OR

Zip Code:

97470

Does the business address currently have an OLCC liquor license? ☒ Yes ☐ No

Does the business address currently have an OLCC marijuana license? ☐ Yes ☒ No

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Kristi Rifenbark

Phone number:

503.519.6255

Email:

info@therosebudtheatre.com

pd #505567

LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

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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.
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LIQUOR LICENSE APPLICATION

Page 4 of 4

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- 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.

Rosebud Entertainment, LLC

Kristi Rifenbark

Applicant name

Signature

6.25.24

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION 2024-15 CORRECTING AIRPORT FACILITIES FEES

Meeting Date: July 22, 2024
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Amy Nytes, City Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Council is being asked to adopt a resolution to correct a calculation error in the fee schedule Airport Facilities section to show a maximum increase of 3%.

BACKGROUND

A. Council Action History.

April 10, 2006, the Council adopted Resolution No. 2006-9, amending the policy for long-term leasing of corporate hanger space. This policy allows for annual rate adjustments based on the CPI-U West Index, with a maximum increase of 3%

B. Analysis.

The calculation error in the fee schedule was identified during a routine review of the annual rate adjustments for corporate hangar space leases. The error stemmed from an incorrect application of the CPI-U West Index, resulting in a proposed increase that exceeded the 3% maximum set by Resolution No. 2024-10.

The proposed resolution corrects the calculation by recalculating the annual rate adjustments according to the CPI-U West Index, ensuring the increase does not exceed the 3% cap. This correction will be applied retroactively to July 1, 2024, aligning with the start of the fiscal year and ensuring no undue financial burden is placed on lessees for the current period.

C. Financial/Resource Considerations.

This change will have no negative financial impact to the City, as this correction will be applied retroactively to July 1, 2024.

D. Timing Considerations.

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

COUNCIL OPTIONS

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

STAFF RECOMMENDATION

Staff recommends Council adopt the resolution presented.

SUGGESTED MOTION

“I MOVE TO ADOPT RESOLUTION NO. 2024-15.”

ATTACHMENTS:

Attachment #1 – Resolution No. 2024-15

RESOLUTION NO. 2024-15

**A RESOLUTION AMENDING RESOLUTION NO. 2024-10 TO CORRECT SECTION 1
OF THE MASTER FEES AND CHARGES SCHEDULE FOR AIRPORT FACILITIES
ONLY**

WHEREAS, On May 13, 2024, the City Council of the City of Roseburg adopted Resolution No. 2024-10, which established the Master Fees and Charges schedule for the city; and

WHEREAS, the fee schedule was inadvertently updated using the CPI-U West index and exceed the adopted 3% annual rate adjustment cap set for certain Airport fees; and

WHEREAS, it is necessary to correct the “Airport Facilities” section of the Master Fees and Charges Schedule by adopting an updated resolution;

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

Section 1. Exhibit “A” Section related to Airport Facilities of the Master Fees and Charges, as adopted by Resolution No. 2024-10, is hereby amended. The corrected airport facilities fees are attached hereto as Exhibit “A” and incorporated herein by this reference.

Section 2. The new Exhibit “A”, attached to this resolution, replaces the corresponding section of the previously adopted Master Fees and Charges Schedule.

Section 3. This resolution shall become effective retroactively as of July 1, 2024.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 22nd DAY OF July, 2024.**

Amy Nytes, City Recorder

City of Roseburg - Master Fee Schedule

AIRPORT FACILITIES

	COST	UNIT
Commercial Operator's Permit		
Seasonal	\$ 200.00	3 months
Non-Seasonal	\$ 125.00	per quarter
Initial Application Review.....	\$ 100.00	
Fuel		
Fuel Flowage (payable by fuel purchaser)	\$ 0.05	per gallon
Profit Margin on Retail Sales of Aviation Fuels	\$ 0.50	per gallon over wholesale
Overnight Tie-Down Rates		
<i>(Government Operations exempted)</i>		
Single engine	\$ 3.00	per day
Twin engine	\$ 5.00	per day
Rent/Lease Rates (Annual)		
Non-Aviation Related Use of Corporate Hangar Space	\$ 0.77	per square foot

Annual adjustments to the following Airport fees will be tied to the CPI-U West index, December to December and rounded to the nearest dollar (3% maximum) and become effective July of each year. This applies to: Non-Aviation Related Use of Corporate Hangar Space, Aviation Suites , Commercial "Lear"; Storage Units B, F, G, H, I; Hangar row "C", south end Single T-Hangars; all Twin hangars; north end Single T-Hangars; Tie-Downs Single and Twin. This adjustment will not apply to Storage Unit J until such time as the fees charged for storage units rise to the same level. Corporate Hangar Space and Aviation Suites shall be adjusted by the CPI-U West index, but is not rounded to the nearest dollar or cent.

Rent/Lease Rates (Monthly)

Additional North-End Corporate Hangar Parking Space	\$ 26.00	per month
Per space exceeding the two spaces designated to each north-end hangar with street access		
Commercial "Lear"	\$ 870.00	per month
Corporate Hangar Space & Aviation Suites	\$0.3403	annual per sq foot
Storage Units B, G, H, I	\$ 88.00	
Storage Unit J	\$ 100.00	per month
Storage Unit F	\$ 65.00	per month
T-Hangar Single (except I-5, I-9, I-14)	\$ 269.00	per month
T-Hangar Single (North End 1-5, 1-9, 1-14)	\$ 197.00	per month
T-Hangar Twin	\$ 494.00	per month
T-Hangar Single Daily Rate	\$ 25.00	per day
T-Hangar Twin Daily Rate	\$ 36.00	per day
T-Hangar Row "C"	\$ 229.00	per month
Tie-Downs Single	\$ 43.00	monthly per space
Tie-Downs Twin	\$ 73.00	monthly per space

Security Deposit (Refundable) for T-Hangar and Storage Unit Rentals \$ 100.00

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



FAA GRANT ACCEPTANCE – EXTEND TAXIWAY A – PHASE II CONSTRUCTION RESOLUTION NO 2024-16

Meeting Date: July 22, 2024
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Staff is expecting a Federal Aviation Administration (FAA) grant offer to cover ninety percent of the costs for the construction of the taxiway extension project. The issue for the Council is whether to adopt the attached resolution authorizing grant acceptance.

BACKGROUND

A. Council Action History.

On July 25, 2022, the Council adopted Resolution No. 2022-24 authorizing acceptance of an FAA grant for the design and environmental phases of the taxiway extension project.

B. Analysis.

In its current configuration, the north end of the taxiway is approximately 400 feet shorter than the runway. In order to use the entire length of the runway, an aircraft may be forced to back-taxi, which is a safety issue. The City received a grant in 2022 for the environmental and design phase of the project.

The project has been bid and a task order has been negotiated for the construction management services. Staff has not received a grant offer, but expects one in the near future that may require turnaround prior to the next City Council meeting.

C. Financial/Resource Considerations.

The project will be funded utilizing a combination of Non-Primary Entitlements and State Apportionment funding through the FAA's Airport Improvement Program. The grant will cover ninety percent costs as estimated below:

Project Costs	
Construction	\$2,064,955
CM Task Order	\$ 247,852
IFE fee	\$ 4,000
Admin.	\$ 3,000
Total	<u>\$2,319,807</u>

Proposed Funding

<i>FAA Grant</i>	<i>\$2,087,826</i>
<i>City Match</i>	<i>\$ 231,981</i>

D. Timing Considerations.

The FAA typically requests the City execute the grant agreement in early August.

COUNCIL OPTIONS

The Council has the following options:

1. Adopt the attached resolution authorizing grant acceptance; or
2. Request additional information and schedule a special meeting to authorize grant acceptance; or
3. Not adopt the attached resolution, which could delay the project at least one year.

STAFF RECOMMENDATION

Staff recommends the Council adopt the attached resolution authorizing acceptance of an FAA grant for the Extend Taxiway A – Phase II Construction project. The Airport Commission discussed this project at their June 20 meeting. Staff can provide the Commission's recommendation at the Council meeting.

SUGGESTED MOTION

"I MOVE TO ADOPT RESOLUTION NO. 2024-16, A RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT OFFER FROM THE FEDERAL AVIATION ADMINISTRATION IN THE MAXIMUM AMOUNT OF \$2.1 MILLION TO BE USED TOWARDS THE EXTEND TAXIWAY A PHASE II – CONSTRUCTION PROJECT, AIP #3-41-0054-031-2024, IN THE DEVELOPMENT OF THE ROSEBURG REGIONAL AIRPORT."

ATTACHMENTS:

Attachment #1 – Resolution No. 2024-16

RESOLUTION NO. 2024-16

A RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT OFFER FROM THE FEDERAL AVIATION ADMINISTRATION IN THE MAXIMUM AMOUNT OF \$2.1 MILLION TO BE USED TOWARDS THE EXTEND TAXIWAY A PHASE II – CONSTRUCTION, AIP #3-41-0054-031-2024, IN THE DEVELOPMENT OF THE ROSEBURG REGIONAL AIRPORT

IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG as follows:

Section 1: That the City of Roseburg shall accept a Grant Offer from the Federal Aviation Administration in the maximum amount of \$2.1 million for the Extend Taxiway A Phase II – Construction Project for the Roseburg Regional Airport; and

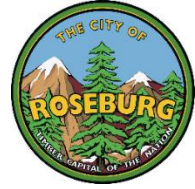
Section 2: That the City Manager of the City of Roseburg is hereby authorized and directed to execute the grant agreement on behalf of the City of Roseburg; and

Section 3: Once received, a true copy of the Grant Offer referred to herein shall be attached hereto and made a part hereof.

APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 22nd DAY OF JULY, 2024.

Amy Nytes, City Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



AN ORDINANCE AMENDING THE ROSEBURG URBAN GROWTH BOUNDARY (UGB), DE-ANNEXING PROPERTY, AMENDING THE COMPREHENSIVE PLAN MAP, ANNEXING RIGHT-OF-WAY & AMENDING THE URBAN GROWTH MANAGEMENT AGREEMENT (UGMA) – FILE NO. CPA-23-002

Meeting Date: July 22, 2024
Department: Community Development
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

The City of Roseburg has initiated an amendment to the City's UGB. The amendment, if approved, includes subsequent land use actions including de-annexations, annexation of right-of-way, revised comprehensive plan designations, zone changes and an amendment of the City/County Urban Growth Management Agreement (UGMA). This will require approval by both the City and Douglas County. The City's decision must be made prior to Douglas County issuing a decision.

The method the City is using to readjust the UGB is referred to in statute as a "UGB Exchange" but has been more commonly referred to locally during this process as the "UGB Swap." The two terms are interchangeable in meaning and the City has used the term UGB Swap more frequently. The City is proposing to swap residential land already within the UGB encumbered by significant development constraints with land immediately outside the UGB that already has an established residential pattern of development that is much easier to develop. Ultimately, the UGB line will move in such a manner as to create no net increase in the number of possible future dwelling units currently allowed in the UGB as compared to the new boundaries proposed by the swap.

The requested amendments constitute a Legislative Amendment, as indicated by Section 12.10.020 of the Roseburg Municipal Code (RMC). RMC Section 12.10.020(G) requires that upon receiving a recommendation from the Planning Commission, City Council shall hold a public hearing to consider the proposal. The public hearing shall follow the procedures outlined within RMC Section 12.10.020(E).

As required by RMC Section 12.10.020(D) the Roseburg Planning Commission held a public hearing on May 6, 2024. As Douglas County must also make a decision regarding this proposal, a joint public hearing with both the City and Douglas County Planning Commissions was held. Both Planning Commissions made positive recommendations that the legislative actions be approved. During the joint public hearing on May 6th the City Planning Commission directed staff to prepare written findings indicating their

recommendation to Council to approve the proposal. They adopted these findings during their meeting on May 20, 2024. The Findings of Fact and Order document is included as Attachment 1 to this memo.

BACKGROUND

A. Council Action History.

On September 24, 2018, City Council held a work study session initiating the UGB Swap process.

On January 13, 2020, City Council adopted Resolution 2020-01, creating goals and action items for the City of Roseburg for 2020-2022. Pursuing the UGB Swap is an action item listed under the goal to develop and implement policies to enhance housing opportunities.

On March 11, 2024, City Council received a status update concerning progress being made on the UGB Swap and that an application had been submitted to the Oregon Department of Land Conservation and Development (DLCD) and the Douglas County Planning Department for their official review.

B. Analysis.

The areas to be removed from the UGB are two privately owned properties, 91.5± acres on the hillside east of NW Daysha Dr. (owned by John and Donna Atkinson) and 198.5± acres on the hillside north of NE Barager Ave. (owned by Barry Serafin). The majority of these two properties have a comprehensive plan designation of Low-density Residential (LDR). The area proposed to be added to the UGB is 220± acres and located on the west side of the City, generally bounded by the South Umpqua River and Troost St., a portion of an area commonly known as Charter Oaks. This land exchange results in a decrease in acreage within the UGB, but will enable the same number of possible future dwelling units.

The objective of this UGB swap is to increase residential development capacity in order to meet Roseburg's housing goals for the next 20 years. In 2019, the Roseburg City Council set a goal to develop policies to enhance housing opportunities, which required the City to conduct an updated Housing Needs Analysis (HNA).

The Housing Needs Analysis (2019, ECONorthwest), made several key findings within its conclusion that helped to justify the need for a UGB swap:

1. The population of the City's UGB is forecasted to grow from 30,256 people in 2019 to 35,771 people in 2039, an increase of 5,515 people. This equates to an average annual growth rate of 0.84 percent.
2. The growth of 5,515 people will result in demand for 2,768 new dwelling units over the 20-year planning period, averaging 134 new dwelling units annually.
3. Sixty percent of the future housing type needed to meet the demand of 2,768 new dwelling units will need to be traditional single-family detached units.

4. Roseburg's low-density residential land base in which single-family detached units are most typically constructed has constraints to development.
5. An Urban Growth Boundary Swap can be a key tool in addressing the need for providing more flat and easily developable low-density residential land.

A UGB swap requires the removal of identified constrained lands and the addition of an equivalent sized area of land that can accommodate more efficient and logical urban development. In order to determine the most suitable land to include, a "Preliminary Study Area" and a subsequent "Study Area" was established in accordance with OAR 660-024-0065 to examine potential locations for the exchange of the UGB.

The proposed exchange area is part of a greater area known as Charter Oaks, which has been identified as a future area for urban expansion in plans at the City and County level for more than 40 years. The details of the history of this area are provided within the city's application material; however, they are not the primary determinant for this area's selection in the proposal. The Study Area Analysis within the City's staff report and findings uses the procedures and methodology defined in OAR 660-024-0065 and OAR 660-024-0067 to determine the appropriate areas eligible for the exchange. Through the evaluation of lands in the Study Area that are eligible for inclusion in the UGB through the exchange process, the City determined that the Charter Oaks area is the most suitable location. Please see Section 2, "Analysis of the Proposal" within the submitted staff report and findings for information concerning the details of the analysis and conclusion.

In addition to addressing the criteria within the required administrative rule, the City also evaluated the proposed amendments in order to address consistency with applicable Statewide Planning Goals and with the Roseburg Urban Area Comprehensive Plan policies. See Section 3, "Consistency with Statewide Planning Goals" and Section 4, "Consistency with the Roseburg Urban Area Comprehensive Plan Policies" within the submitted staff report and findings.

The City Council has the authority to grant or deny legislative action proposals. The Roseburg Planning Commission has made a recommendation to Council to approve the proposed request and has adopted written findings supporting their recommendation. Douglas County must also approve the UGB swap and specific action items in which the county has jurisdictional control.

The following list breaks down these various land use action items as outlined in the submitted staff report and findings document within the city's application.

The list is as follows:

City of Roseburg

1. Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding Charter Oaks property to the UGB;
2. De-annexation of the Serafin and Atkinson properties that lie in city limits;
3. Annexation of Troost St. right-of-way to the edge of the new UGB;

4. City Comprehensive Plan Amendment for the Charter Oaks property to include applying the city's Low Density Residential (LDR) designation to the majority of the Charter Oaks property and applying the Public/Semi-Public (PSP) plan designation to the 17.5-acre property owned by the Roseburg Public School District; and,
5. Amend the Urban Growth Management Agreement (UGMA) to reflect the UGB swap and to include Charter Oaks in Subarea 2 of the agreement.

Douglas County

1. Amend the UGB as stated above;
2. Amend the UGMA to reflect the stated changes and to include the Charter Oaks property in subarea 2 of the agreement;
3. Amendments to the Comprehensive Plan and Zoning for the Atkinson property to a Rural Residential-5 (RR5) plan designation and (5R) Rural Residential 5 zoning and the Serafin property to a combination of Rural Residential-5 (RR5) plan designation and (5R) Rural Residential 5 zoning, along with a portion designated as Farm Forest Transitional (FFT) with a (FF) Farm Forest zoning; and
4. Zoning amendments for the Charter Oaks property (applying the County's (RS) Suburban Residential and (PR) Public/Semi-Public zoning).

The legislative request for the UGB swap and subsequent land use actions was reviewed by the City based on the applicable criteria as follows:

- RMC Section 12.10.020 – “Legislative Action Procedures”
- ORS 222 – “Boundary Changes, Annexations, Withdrawals”
- OAR 660-024 – “Urban Growth Boundaries”
- Oregon Statewide Planning Goals
- Roseburg Urban Area Comprehensive Plan Policies

Ultimately, City Council's decision whether to approve or deny the proposed request must be centered upon whether or not these criteria have been satisfied.

C. Financial/Resource Considerations.

The City has spent a tremendous amount of staff time over the last six years in order to address the criteria necessary to submit a complete application involving each of the land use action items necessary as part of the UGB Swap proposal. In addition, third-party land use consultants, traffic engineer, storm water feasibility analysis, and survey work has been paid for and completed in order to address necessary criteria. Although immediate action involving a decision concerning the UGB swap does not trigger financial impacts to the City, the effects of approving the UGB swap will have significant economic impact to our community for years to come.

D. Timing Considerations.

The UGB Swap proposal is a legislative action initiated by the City of Roseburg. Legislative action proposals are not subject to the time frames necessary to issue a

decision as in most land use applications. As a result, Council is under no legal time frame in which a decision must be rendered.

COUNCIL OPTIONS

- Request staff prepare findings of fact on behalf of City Council to approve the UGB swap and subsequent land use actions; or
- Continue consideration of the request; or
- Request staff prepare findings of fact on behalf of City Council to deny the UGB swap and subsequent land use actions.

STAFF RECOMMENDATION

Staff recommends that Council follow the recommendation provided by the City Planning Commission to approve the UGB swap and subsequent land use actions as outlined within Commission's Findings of Fact and Order document dated May 20, 2024. Staff recommends that City Council request staff to prepare Council's own written findings, as required in RMC 12.10.020(G)(1), approving the land use actions as listed below within the suggested motion.

SUGGESTED MOTION

I MOVE TO REQUEST STAFF PREPARE FINDINGS OF FACT ON BEHALF OF CITY COUNCIL AND APPROVE THE FOLLOWING LAND USE ACTIONS, AS REFERENCED IN FILE NO. CPA-23-002:

1. AMEND THE UGB BY REMOVING THE SERAFIN AND ATKINSON PROPERTIES FROM THE BOUNDARY AND ADDING CHARTER OAKS PROPERTY TO THE UGB.
2. DE-ANNEXATION OF THE SERAFIN AND ATKINSON PROPERTIES THAT LIE IN CITY LIMITS.
3. ANNEXATION OF TROOST ST. RIGHT-OF-WAY TO THE EDGE OF THE NEW UGB.
4. CITY COMPREHENSIVE PLAN AMENDMENT FOR THE CHARTER OAKS PROPERTY TO INCLUDE APPLYING THE CITY'S LOW DENSITY RESIDENTIAL (LDR) DESIGNATION TO THE MAJORITY OF THE CHARTER OAKS PROPERTY AND APPLYING THE PUBLIC/SEMI-PUBLIC (PSP) PLAN DESIGNATION TO THE 17.5-ACRE PROPERTY OWNED BY THE ROSEBURG PUBLIC SCHOOL DISTRICT.
5. AMEND THE URBAN GROWTH MANAGEMENT AGREEMENT (UGMA) TO REFLECT THE UGB SWAP AND TO INCLUDE CHARTER OAKS IN SUBAREA 2 OF THE AGREEMENT.

EXHIBITS:

- Exhibit A - May 20, 2024 Roseburg Planning Commission Findings of Fact and Order File No. CPA-23-002
- Exhibit B - [April 15, 2024 Urban Growth Boundary Exchange Proposal: Staff Report and Findings \(AKA Application\)](#)

- Exhibit C - [Appendices](#)
- Exhibit D - Letters of Support
- Exhibit E - Letter of Concern

CHARTER OAKS UGB SWAP
CITY COUNCIL COMMISSION PACKET
JULY 22, 2024

**Exhibit A – May 20, 2024 Roseburg Planning
Commission Findings of Fact and Order File No.
CPA-23-002**

BEFORE THE ROSEBURG PLANNING COMMISSION

FINDINGS OF FACT AND ORDER

I. NATURE OF APPLICATION

The City has initiated a legislative amendment to adjust its Urban Growth Boundary (UGB). The method being used to make the adjustment is referred to by statute as a “UGB Exchange”, but has been more commonly referred to locally during the process as the “UGB Swap”. The UGB Exchange would move the UGB line in such a way as to create no net increase in the number of possible future dwelling units that would be allowed. Two privately-owned areas would be removed from the UGB: ±91.5 acres on the hillside east of NW Daysha Drive (owned by John and Donna Atkinson) and ±198.5 acres on the hillside north of NE Barager Avenue (owned by Barry Serafin). The area to be added to the UGB is ±220 acres and is located on the west side of the City, generally bounded by the South Umpqua River and NW Troost Street, a portion of the area commonly known as Charter Oaks. The UGB Exchange results in a decrease in acreage within the UGB, but by providing more flat, easily-developed land should provide new opportunities for residential development.

The amendment includes subsequent land use actions including de-annexations, annexations, revised comprehensive plan designations, zone changes and an amendment of the City/County Urban Growth Management Agreement (UGMA). Approval must be obtained by both the Roseburg City Council and the Douglas County Board of Commissioners for specific land use action items over which their jurisdiction has control.

II. PUBLIC HEARING

A combined public hearing was held on the application before both the Roseburg Planning Commission and the Douglas County Planning Commission on May 6, 2024. At that hearing the Roseburg Planning Commission reviewed Land Use File CPA-23-002 and it was made part of the record. The Planning Commissions heard testimony from the public concerning the application. The Planning Commissions collectively made a motion to close the public hearing at the conclusion of their May 6, 2024 meeting.

III. FINDINGS OF FACT

A. EXISTING CONDITIONS

1. The Planning Commission takes official notice of the Roseburg Urban Area Comprehensive Plan adopted by City Council Ordinance No. 2980 on December 9, 1996 and of the Roseburg Land Use and Development Regulations No. 2363, as originally adopted July 1, 1984, and re-adopted in Ordinance No. 3497 on May 1, 2018, as both may have been amended from time-to-time.

2. Notice of the public hearing was given by publication in The News Review, a newspaper of general circulation, at least 10 days prior to the hearing.
3. The objective of the UGB Exchange is to increase residential development capacity in order to meet Roseburg's housing goals for the next 20 years. In 2019, the Roseburg City Council set a goal to develop policies to enhance housing opportunities, which required the City to conduct an updated Housing Needs Analysis (HNA).
4. The HNA (2019, ECONorthwest), made several key findings within its conclusion that help to justify the need for a UGB Exchange:
 - A. The population of the City's UGB is forecasted to grow from 30,256 people in 2019 to 35,771 people in 2039, an increase of 5,515 people. This equates to an average annual growth rate of 0.84 percent.
 - B. The growth of 5,515 people will result in demand for 2,768 new dwelling units over the 20-year planning period, averaging 134 new dwelling units annually.
 - C. Sixty percent of the future housing type needed to meet the demand of 2,768 new dwelling units will need to be traditional single-family detached units.
 - D. Roseburg's low density residential land base in which single-family detached units are most typically constructed has constraints to development.
 - E. An Urban Growth Boundary Exchange can be a key tool in addressing the need for providing more flat and easily developable low-density residential land.

B. PROPOSAL

The proposal consists of the following land use actions:

- A. Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding Charter Oaks property to the UGB;
- B. De-annexation of the Serafin and Atkinson properties that lie in city limits;
- C. Annexation of Troost St. right-of-way to the edge of the new UGB;
- D. City Comprehensive Plan Amendment for the Charter Oaks property to include applying the city's Low Density Residential (LDR) designation to the majority of the Charter Oaks property and applying the Public/Semi-Public (PSP) plan designation to the 17.5-acre property owned by the Roseburg Public School District; and,
- E. Amend the Urban Growth Management Agreement (UGMA) to reflect the UGB swap and to include Charter Oaks in Subarea 2 of the agreement.

C. PUBLIC COMMENTS

Prior to the initial public hearing on May 6, 2024, a suite of comment letters were provided to the Planning Commissioners and the public through staff reports and hearing packets published and posted prior to the hearing. Twenty-four letters were written in support of the application and one letter of concern was submitted prior to the City Planning Commission packet being sent to the City Planning Commissioners on April 29, 2024. Two additional letters of support were submitted to staff after the packet was sent and prior to the hearing on May 6, 2024. A hard copy of these letters

were provided to the Planning Commissioners at the beginning of the hearing.

At the joint City/County Planning Commission hearing on May 6, 2024, public testimony included six people testifying in opposition, one person speaking during the “neutral” category, and twelve people speaking in support. Four new letters were received in opposition to the proposal, and three new letters were submitted in support during the hearing itself.

Issues raised *in opposition* to the proposal before and during the initial public hearing on May 6, 2024 can be generally described as listed below. Testimony provided during the course of the hearing concerning issues raised by those in opposition are provided in italics as listed.

- **Inadequate transportation facilities in Charter Oaks.** Current residents in and near Charter Oaks have described dangerous conditions on streets and at intersections in the area, suggesting that adding additional traffic to the area will cause transportation safety and roadway capacity concerns. Residents have expressed concern about there being only one way in and out of the area on Troost Street, and that the exact details of future roadway and access points to serve the area have not already been determined and funded. People suggested that the UGB Swap should not be allowed until the details and designs of future transportation facilities have been determined.

Kelly Sandow, Sandow Engineering performed a Traffic Impact Study involving the UGB swap (appendices) and spoke on behalf of the City addressing residents’ concerns about dangerous conditions on streets and intersections in the Charter Oaks area. Ms. Sandow indicated that even at full build out the streets and intersections within Charter Oaks will perform in accordance with the Transportation Planning Rule (TPR). Although these areas will satisfy TPR requirements, she provided possible safety improvement recommendations at the intersection of Troost St./Felt St., Troost St./Charter Oaks Dr. and Troost St./Loma Vista Dr. She also provided reference to cross section street requirements that can be anticipated for Troost St. in the future and a recommendation to lower the speed to 25mph through the UGB expansion area.

- **Emergency access for first responders in Charter Oaks.** Limited access to the area raised in the context of transportation facilities was also an issue raised in the context of emergency access for fire, police and other first responders given the single point of access to the area from Troost Street. People specifically raised the issue of a recent fire at Felts Field Airstrip in Charter Oaks, and the length of time it took for emergency responders to arrive at the fire.

Chief Tyler Christopherson, Roseburg Fire Department (RFD) spoke on behalf of the City and addressed concerns around fire response times and the recent fire at Felts Field Airstrip. Chief Christopherson, indicated that RFD did not

respond to the Felts Field fire, as it is currently located outside of the city limits and is within Douglas County Fire District 2 jurisdiction. Water supply was a significant issue and lack of water required it to be trucked into the area slowing response. If annexed, the City would have three different stations ready to respond, with 12 firefighters, and three engines within six minutes. Water supply will increase based on development and the construction of additional fire hydrants. The RFD has an ISO classification of 2, while the Douglas County Fire District 2 has an ISO rating of 3. If annexed, fire insurance rates could possibly be adjusted to improve insurance costs as RFD has a higher ISO rating.

- **Lack of detailed, final infrastructure plans and funding for sewer and water services.** Similar to concerns raised about the plan for future roadways, residents in the area have concerns that specific future plans for the location and timing of water and sewer improvements have not already been developed. Dry wells and lack of water at the school district site was mentioned.

Jim Baird, General Manager of the Roseburg Urban Sanitary Authority (RUSA) spoke in favor of the application addressing plans for future expansion of the sewer system with the Charter Oaks area. Mr. Baird indicated that the Charter Oaks area has had a long history of being evaluated for a future sewer system by referencing studies performed in 1967, 1975, 1977, and 1995. Most recently, Mr. Baird described a preliminary layout of the expansion of the existing sewer system into the area completed in 2018. This preliminary layout involves the upsizing of an existing pump station, which would be completed by RUSA and the extension of the sewer main, which would typically be driven by a future developer. Favorable time frames for how quickly sewer improvements could occur within the area were estimated to be approximately 3-5 years.

- **Old and/or inaccurate data.** Data supporting planning effort was gathered pre-Covid and is therefore out of date and should be revised and updated based on current conditions. Density calculations showing 673 units both entering and leaving the UGB are based on flawed assumptions regarding buildability, and do not align precisely with data used in the City's Buildable Lands Inventory (BLI) and other planning documents.
- **Environmental and farmland impacts.** Wildlife habitat information in the application based on a study conducted prior to 1980 is too old to be trustworthy and should be updated. The precise extent of wetlands in the area is still unknown. Other options such as Dixonville or Wilbur would have less farmland impacts.
- Community engagement was insufficient, and the project favors development over community concerns.

Stuart Cowie, Community Development Director spoke on behalf of the City concerning the UGB Swap application and public process. Mr. Cowie indicated that the City had been working on the UGB Swap application for the last six years and referenced opportunities for community engagement during this time. Community open houses were held in 2018, 2019 and 2024. Multiple updates concerning the UGB Swap were provided to the City Planning Commission and City Council during public meetings over the six-year period. Opportunity for public comment was provided during the goal setting sessions in 2020, in which City Council identified the pursuit of a UGB Swap as an item to help enhance housing opportunities. The City created a webpage devoted to the UGB Swap at the beginning of 2024, in an effort to provide citizens with information, upcoming events, and an invitation to reach out to City staff with comments or questions.

- Low density residential zoning proposed for the area is proposed in spite of the City's Housing Needs Analysis (HNA) which identified an excess of low-density residential land but inadequate higher-density zoning.

Issues raised in *support* of the proposal before and during the initial public hearing on May 6, 2024 can be generally described as follows:

- **Housing shortage and impacts to residents, businesses, community vitality and economic growth.** Recruitment and retention for local firms is harmed by the lack of available housing in the area. Roseburg is losing jobs and people to other communities with more buildable land and available housing units, especially newer single-family homes. Impacts are also being felt in the provision of medical services, schools, and industrial firms who miss out on employees due to the limited availability of housing. Expanding housing production on the flat land in Charter Oaks would mitigate against this ongoing shortage.
- **Constrained lands.** Much of Roseburg's residential land supply is on steep slopes, above the area where water services are available without expensive new water tanks and other infrastructure development, and where roads and utilities are difficult to construct. The flat, serviceable land in Charter Oaks does not have the same topographical constraints and would be more likely to develop.
- **City Budget.** Adding additional housing and tax base to the city will increase the city's budget and help with rising cost increases. The current rise in cost was said to be up 8% while revenue is up 4%. At this rate, it is not sustainable.
- **Economic Growth.** With accounts from local businesses - seeing work done in other communities and very little work being done in our own community shows lack of development and growth. Other cities have surpassed Roseburg in economic growth due to lack of available housing and buildable land.

- **Future land use approvals will adequately address oppositions concerns.** Concerns raised about the future construction of public infrastructure, including roadway design, sewer main extensions, and fire access will be reviewed and evaluated to ensure they are built to current land use and development requirements within the Roseburg Municipal Code. This will be a requirement of any future land division once annexed into the City limits.

E. PROCEDURAL

Comprehensive Plan Amendments are required to satisfy approval criteria contained within Roseburg Municipal Code (RMC) Section 12.10.020 – Legislative action procedures.

F. REVIEW CRITERIA

Pursuant to RMC 12.10.020(F)(2) the proposed legislative amendment must be analyzed for consistency with any substantive criteria deemed to apply, including policies within the Roseburg Urban Area Comprehensive Plan, Oregon Statewide Planning Goals, and other provisions of the Roseburg Municipal Code.

As required by RMC 12.10.020(F)(2) the legislative request for the UGB Exchange and subsequent land use actions was reviewed by the City based on the applicable criteria as follows:

- ORS 222 – “Boundary Changes, Annexations, Withdrawals”
- OAR 660-024 – “Urban Growth Boundaries”
- Oregon Statewide Planning Goals
- Roseburg Urban Area Comprehensive Plan Policies

Analysis and subsequent findings demonstrating consistency with the above listed criteria is provided in the Urban Growth Boundary Exchange Proposal: Staff Report and Findings document dated April 15, 2024, attached as Exhibit A. Findings located within this document, as well as testimony provided during the course of the public hearing by City staff, witnesses called to speak on behalf of the application, and testimony provided in support of the proposal, sufficiently address the applicable criteria listed above and demonstrate that the proposal is consistent with these requirements and satisfies all necessary standards.

IV. CONCLUSION

Based on the findings provided within the April 15, 2024 Urban Growth Boundary Exchange Proposal: Staff Report and Findings document, the Planning Commission concludes that the legislative amendment meets the criteria for approval in RMC Section 12.10.020.

V. ORDER

Based on the Findings and Conclusions provided within the April 15, 2024 Urban Growth

Boundary Exchange Proposal: Staff Report and Findings document, the Planning Commission recommends **APPROVAL** of the legislative amendments as listed below to City Council.

- A. Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding Charter Oaks property to the UGB;
- B. De-annexation of the Serafin and Atkinson properties that lie in city limits;
- C. Annexation of Troost St. right-of-way to the edge of the new UGB;
- D. City Comprehensive Plan Amendment for the Charter Oaks property to include applying the city's Low Density Residential (LDR) designation to the majority of the Charter Oaks property and applying the Public/Semi-Public (PSP) plan designation to the 17.5-acre property owned by the Roseburg Public School District; and,
- E. Amend the Urban Growth Management Agreement (UGMA) to reflect the UGB swap and to include Charter Oaks in Subarea 2 of the agreement.


Jaime Yraguen, Planning Commission Chair

5-20-2024
Date


Stuart Cowie, Community Development Director

5/20/2024
Date

Planning Commission Members:

Jaime Yraguen (Chair)
Shelby Osborn
Jarrett Nielsen
Matthew Brady
Emily Brandt
Matthew Keller
Janelle James

Exhibit A – April 15, 2024 Urban Growth Boundary Exchange Proposal: Staff Report and Findings (aka Application)

Exhibit B - Appendices

CHARTER OAKS UGB SWAP

CITY COUNCIL COMMISSION PACKET

JULY 22, 2024

**Exhibit B – April 15, 2024 UGB Exchange Proposal:
Staff Report & Findings (aka Application)**

Link to document:

<https://www.cityofroseburg.org/storage/app/media/CDD/UGB%20Exchange/Roseburg%20UGB%20Exchange-Final-04-15-24.pdf>

CHARTER OAKS UGB SWAP

CITY COUNCIL COMMISSION PACKET

JULY 22, 2024

Exhibit C – Appendices

Link to document:

<https://www.cityofroseburg.org/storage/app/media/CDD/UGB%20Exchange/Appendices%20ALL-04-15-24.pdf>

CHARTER OAKS UGB SWAP
CITY COUNCIL COMMISSION PACKET
JULY 22, 2024

Exhibit D – Letters of Support

Itemized List:

2022 Letters

1. Ben Tatone e-mail – September 5, 2022
2. Roseburg Public Schools/Jared Cordon letter – September 13, 2022
3. Barry Serafin letter – September 13, 2022
4. Aviva Health/KC Bolton letter – September 15, 2022
5. UCAN/Shawn Pritchard letter – September 16, 2022
6. Evergreen Family Medicine/Timothy Powell letter – October 3, 2022

2024 Letters included in May 6, 2024 Planning Commission Packet

7. CHI Mercy Health/Russell Woolley letter – March, 2024
8. Adapt/Jerry Sullivan letter – March 4, 2024
9. Mary Gilbert e-mail – March 4, 2024
10. Steve Loosely letter – March 4, 2024
11. CCD Business Development Corporation/Theresa Haga letter – March 5, 2024
12. Ashton Faas e-mail – March 6, 2024
13. Jack Gilpin e-mail – March 6, 2024
14. Umpqua Economic Development Partnership/Brian Prawitz letter – March 6, 2024
15. Ron Atkinson letter – March 7, 2024
16. John Atkinson letter – March 11, 2024
17. Dale Farmer e-mail – March 11, 2024
18. Neil Company Real Estate/Neil Hummell letter – March 19, 2024
19. Roseburg Chamber of Commerce/Debra Fromdahl letter – March 24, 2024
20. Julie Bancroft letter – April 24, 2024
21. Lone Rock Resources/Toby Luther letter – April 16, 2024
22. Natasha Atkinson letter – April 16, 2024
23. Umpqua Community College/Rachel Pokrandt letter – April 23, 2024
24. David Fauss letter – April 29, 2024

2024 Letters received after 5/6/24 Planning Commission Packet prepared

25. Paula Latasa letter – May 6, 2024
26. FCC Commercial Furniture/Preston O'Hara letter – May 6, 2024

Testimony letters provided at 5/6/24 Planning Commission Public Hearing

27. Alex Palm testimony letter – May 6, 2024
28. Brian Prawitz testimony letter – May 6, 2024
29. David Fauss testimony letter (copy of April 29, 2024 letter) – May 6, 2024

Testimony letter provided prior to 7/22/24 City Council Hearing

30. City of Roseburg Economic Development Commission/Patrice Sipos letter – July 11, 2024
31. Paula Latasa testimony letter – July 14, 2024

Richard J. Hoffman

From: Ben Tatone <bentatone@icloud.com>
Sent: Monday, September 5, 2022 10:36 AM
To: Richard J. Hoffman; Stuart I. Cowie
Cc: Alex Palm
Subject: Urban Growth Boundary

Stewart and Ricky,

I'd wanted to touch base and communicate my support of, an applaud the City's efforts towards, the expansion of the Urban Growth Boundary.

As a local Realtor, home builder, and Developer, I am keenly aware of the dramatic shortage of available buildable land in Roseburg.

This shortage is making the available land expensive to a degree that it's hard to provide affordable housing and I believe our local demographic requires housing to be "affordable".

I'd like to augment my support by restating the position I've shared before which is that our buildable lands inventory is significantly smaller than it appears on "the books" due in large part to the percentage slope that we have delineated as the threshold for "buildable." The ground at the upper end of what we now consider buildable in terms of topography is so expensive to develop that attempts to do so will likely never be undertaken, making their inclusion in the buildable lands inventory a deceptive overstatement of what is actually available.

Thank you again for engaging the process of UGB expansion. Please let me know if there is anything that I can do to be of assistance in regards to this process.

With Good Regards,

Ben Tatone
Owner/Broker Roseburg Homes Realty
&
Project Manager - Tabor Building
541-580-2211



Roseburg Public Schools

September 13, 2022

Stuart Cowie, Community Development Director
City of Roseburg
900 SE Douglas Ave
Roseburg, OR 97470

RE: City of Roseburg Urban Growth Boundary Expansion – Charter Oaks

To Whom It May Concern:

On behalf of the Roseburg Public Schools District, we are pleased to provide our support to the City of Roseburg's use of the Urban Growth Boundary Exchange (UGB swap) to address the limited availability of housing and/or land for housing within the Roseburg city boundaries.

Each school year, Roseburg Public Schools hires an average of 50 individuals in teaching as well as support staff positions and each year approximately one-third of the new hires relocating to the area to work for Roseburg Public Schools find themselves unable to find housing. Available and affordable housing, direct purchase, rentals and even temporary RV parking, are severely lacking.

The expansion of the Urban Growth Boundary will provide a much-needed opportunity for an increase in available housing within the Roseburg city limits, thereby increasing the retention rate of school district employees.

Thank you for considering this request; this project will provide much needed opportunities for community and economic growth for Roseburg.

Sincerely,

Jared Cordon
Superintendent
Roseburg Public Schools

Roseburg Public Schools
Administration
1419 N.W. Valley View Dr
Roseburg, OR 97471
Voice (541)440-4015
Fax (541)440-4003

Eastwood Elementary School
2550 S.E. Waldon
Roseburg, OR 97470
Voice (541)440-4180
Fax (541)440-4182

Fir Grove Elementary School
1360 W. Harvard Avenue
Roseburg, OR 97471
Voice (541)440-4085
Fax (541)440-4086

Fullerton IV Elementary School
2560 W. Bradford Drive
Roseburg, OR 97471
Voice (541)440-4081
Fax (541)440-4082

Green Elementary School
4498 S.W. Carnes Road
Roseburg, OR 97471
Voice (541)440-4127
Fax (541)440-4017

Hucrest Elementary School
1810 N.W. Kline
Roseburg, OR 97471
Voice (541)440-4188
Fax (541)440-4191

John C. Fremont Middle School
850 W. Keady Court
Roseburg, OR 97471
Voice (541)440-4055
Fax (541)440-4060

Joseph Lane Middle School
2153 N.E. Vine Street
Roseburg, OR 97470
Voice (541)440-4104
Fax (541)440-4100

Melrose Elementary School
2960 Melrose Road
Roseburg, OR 97471
Voice (541)440-4077
Fax (541)440-4078

Roseburg High School
400 W. Harvard Avenue
Roseburg, OR 97470
Voice (541)440-4142
Fax (541)440-8296

Sunnyslope Elementary School
2230 S.W. Cannon Road
Roseburg, OR 97471
Voice (541)440-4192
Fax (541)229-7815

Winchester Elementary School
217 Pioneer Way/PO Box 778
Winchester, OR 97495
Voice (541)440-4183
Fax (541)440-4187

**Whatever
it takes!**

www.roseburg.k12.or.us

September 13, 2022

Stuart Cowie
Community Development Director
900 SE Douglas Ave.
Roseburg, Oregon 97470

Dear Mr. Cowie:

I have studied the city's draft report concerning the proposed Urban Growth Boundary land swap. It is thorough, comprehensive and well-reasoned.

I am very familiar with the properties involved – as administrator of the family-owned land now within the UGB – and as an individual whose family built and lived in one of the original homes in Charter Oaks. I strongly believe the proposed land swap would be beneficial to both sides of the exchange and, most importantly, to the city of Roseburg's future.

The issues of terrain, access and future availability of city services – all vital to planning – make the proposed land swap logical and, frankly, overdue. It has my full support.

Sincerely,

A handwritten signature in dark ink, appearing to read "Barry Serafin", written over a light blue horizontal line.

Barry Serafin



September 15, 2022

City of Roseburg
900 SE Douglas Ave.
Roseburg, OR 97470
Attn: Stuart Cowie
Community Development Director

RE: UGB Swap Letter of Support

Dear Mr. Cowie,

I am writing you on behalf of Umpqua Community Health Center dba Aviva Health in support of the City of Roseburg and their application to complete a land swap of land that is currently inside the UGB for land that is adjacent to it that is currently outside the UGB.

In 1992 we opened the "Open Door Clinic", which was staffed by one part-time physician and Nurse Practitioner and saw 1,241 patients. Fast forward to calendar year 2021, in which we saw approximately 22,500 unique patients and have over 250 employees and steadily increasing year over year.

Recruitment for healthcare professionals is difficult, not having enough housing to support the growth is a hurdle that we cannot overcome alone. With the proposed expansion, it would allow an increase in housing units that are within a commutable proximity to Aviva Health and several of our outlying clinics which is critical to our recruitment and retention of healthcare staff.

Thank you in advance for your consideration. Please do not hesitate to reach out if you have any further questions.

Sincerely,


KC Bolton, Chief Executive Officer
Aviva Health
150 NE Kenneth Ford Dr.
Roseburg, OR 97470
kbolton@aviva.health
Cell: 541-671-5095



September 16, 2022

Stuart Cowie, Community Development Director
City of Roseburg
900 SE Douglas Ave
Roseburg, OR 97470

RE: City of Roseburg Urban Growth Boundary Expansion – Charter Oaks

Dear Mr. Cowie:

On behalf of UCAN, we are pleased to provide our support to the City of Roseburg's use of the Urban Growth Boundary Exchange (UGB swap) to address the limited availability of housing and/or land for housing within the Roseburg city boundaries.

UCAN supports a number of programs related to housing and our agency is all too aware of the struggles of individuals to find housing in our area. UCAN is hopeful that this amendment will allow for mixed income housing. UCAN also holds that new housing increases housing stock across the whole of the property ladder, providing secure housing opportunities for many of those that we serve.

UCAN appreciates the City of Roseburg's forward planning on multiple fronts to mitigate the housing stock deficit.

Sincerely,

Shaun Pritchard
CEO



FAMILY PRACTICE (541) 677-7200 Fax (541) 229-3309
URGENT CARE (541) 957-1111 Fax (541) 957-5705

October 3, 2022

Stuart Cowie, Community Development Director

City of Roseburg

900 SE Douglas Ave,

Roseburg, OR 97470

RE: City of Roseburg Urban Growth Boundary Expansion-Charter Oaks

Mr. Cowie,

On behalf of Evergreen Family Medicine, I offer this letter in support of expansion of Roseburg Urban Growth Boundary. I especially approve of the "Urban Growth Boundary Exchange" as currently is proposed. It seems a reasonable and equitable method of serving our community needs.

Evergreen employs approximately 300 individuals and continues actively recruiting new physicians to the area. The expanded zone allows for housing units within city limits, important for proximity and affordability for those coming to establish a life in Roseburg.

This is a prudent plan and a necessity to provide for orderly growth and a healthy community.

Sincerely,

Timothy J Powell MD

CEO

Evergreen Family Medicine

March 2024

To Whom It May Concern:

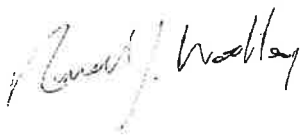
CHI Mercy Health strongly supports the expansion of this UGB as it would provide an opportunity for buildable city land to be available for residential housing within the city limits. To date, we employ more than 1,300 nurses, support staff, physicians and specialists, which makes Mercy one of the area's largest employers.

Mercy is actively recruiting for over a dozen physician roles and over 70 clinical and other non-clinical positions to join our healthcare team. One of our greatest hurdles when we are recruiting new team members is the lack of housing opportunities in Roseburg. Most new hires experience a temporary housing period with needs ranging from apartments to family housing- all are difficult to locate for our employees. This rezone will provide a needed opportunity for a large increase in housing units within city limits and in close proximity to our healthcare facilities. A shorter commute with available, affordable housing is a recruitment and retention must have for Mercy.

The City of Roseburg projects this rezoning will meet Roseburg's housing needs for the next 20 years. This is a critical element for Mercy to remain successful in providing healthcare to our community, especially those who are most vulnerable, while expanding service lines and specialties.

I strongly urge you to vote yes on this project for the betterment of Roseburg and our vibrant community.

Sincerely,



Russell J. Woolley
CEO/President
CHI Mercy Health



3/4/2024

Stuart Cowie
Community Development Director
City of Roseburg
900SE Douglas Ave.
Roseburg, OR 97470

RE: Proposed Urban Growth Boundary (UGB) Swap

Dear Mr. Cowie,

On behalf of Adapt Integrated Health Care, we are pleased to provide our support to the City of Roseburg and their UGB swap application. This important project is designed to increase residential development capacity to meet Roseburg's housing needs.

Adapt Integrated Health Care is a nonprofit that has operated in Douglas County and Roseburg for more than 50 years. The shortage of housing inventory across all price points is a significant barrier for clients/patients and employees. In fact, housing challenges are one of the most important barriers we see for applicants who have a desire to move to Douglas County but choose not to during the recruiting process.

The proposed UGB swap provides the opportunity to add significant housing development, which in turn provides substantial economic benefits to our region. The concept of exchanging steep and inaccessible acres for lands more capable of development is an example of good government and planning. The costs of infrastructure and site development are significantly lower on relatively flat land as compared to the majority of Roseburg's existing vacant residential property that is on steep slopes. If approved, amending the UGB will provide a much-needed opportunity for an increase in available housing within the Roseburg city limits.

Based upon the submitted application, it is evident that the City has successfully addressed necessary criteria and worked with numerous affected parties to develop a solution to housing development needs in the City.

We urge the City Council and the County Board of Commissioners to approve the UGB swap application for the betterment of our current and future community.

Sincerely,

Jerry O'Sullivan
Chief of Regional Business Operations
Adapt Integrated Health Care

541-492-0149 | JerryO@adaptoregon.org

Stuart I. Cowie

From: Mary Gilbert <sold@marygilbert.com>
Sent: Monday, March 4, 2024 9:23 AM
To: Stuart I. Cowie
Subject: Letter of Support for the City of Roseburg's UGB Swap Application

Dear Mr. Cowie,

I am writing to express my strong support for the City of Roseburg's Urban Growth Boundary (UGB) Swap application aimed at expanding residential development capacity in the Charter Oaks area. The efforts undertaken by the City to address the housing needs of our community are commendable, and I believe that the proposed UGB exchange presents a strategic opportunity to meet these needs effectively.

The comprehensive approach taken by the City in engaging with various stakeholders, updating planning documents, conducting necessary studies, and seeking input from the public showcases a commitment to thoughtful and inclusive decision-making. I have reviewed the information provided on the City's webpage dedicated to the UGB Swap and find the proposed plan to be well-considered and in alignment with the long-term goals of enhancing housing opportunities in Roseburg.

I am particularly impressed by the City's proactive outreach efforts, including the organization of open house meetings and public hearings to gather feedback and ensure transparency throughout the process. As a member of this community, I believe that supporting initiatives like the UGB Swap is crucial for fostering sustainable growth and ensuring that our city continues to thrive in the years to come.

I am committed to providing further support by attending the upcoming open house meeting on Tuesday, April 16, 2024, and participating in the public hearing process scheduled for Monday, May 6, 2024. I understand the importance of active community involvement in shaping the future of Roseburg, and I am eager to contribute to this important conversation.

Please consider this letter as my official endorsement of the UGB Swap application, and feel free to reach out if you require any additional information or assistance. Thank you for your dedication to advancing housing opportunities in our city, and I look forward to collaborating with you and other stakeholders to achieve our shared objectives.

Sincerely,

Mary Gilbert

Team Owner

The Mary Gilbert Group | Powered by Place Inc

At Keller Williams Realty Southern Oregon

Direct: (541)204-4646

sold@marygilbert.com

<https://marygilbert.com/>

2658 NE Stephens St Roseburg, OR 97470

Steve Loosley
1940 NW Excello Dr.
Roseburg, OR 97471
March 4, 2024

Stuart Cowie
Community Development Director
City of Roseburg
900 SE Douglas Ave.
Roseburg, OR 97470

Re: UGB Swap Letter of Support

Dear Stu:

I'm writing to support the City's application to swap land currently inside the UGB for adjacent land that's outside the UGB. My family has extensive experience developing residential real estate, having operated in the community for the past 40 years. For the record, we do not have an interest in any land affected by the proposed swap.

Please consider the following reasons we support the application.

1. **The City of Roseburg has run out of land that is economically developable.** As the Housing Needs Analysis reports, "Two-thirds of Roseburg's vacant and partially vacant buildable land in Low Density Residential is on slopes of 12% to 24.9%" (Needs Analysis p. 84). The extra cost for hillside development puts the price of a single-family house out of the reach of middle-income households. Already, at the height of the real estate boom between 2020 through 2022, single-family residential starts have ground to a halt within the City of Roseburg, while starts have exploded in Sutherlin, Winston, and Green. It's no longer economically feasible to build new family homes in Roseburg.
2. **The new land in the swap is mostly flat.** The proposal swaps "undeveloped residential land with severe slopes for flat residential land" (UGB Swap p. 5). It costs much less to develop streets and lots on flat ground than steep hillsides. Not only can you achieve higher densities, lowering the average cost per lot, but construction is easier and less expensive. It's much less expensive to build streets on flat ground, which keeps the cost of houses down and makes them affordable for middle-income, working families.
3. **The swap makes home ownership more equitable.** Because of the high cost of development, housing prices in the city have increased rapidly in the last few years. Without the swap, the land in Roseburg will be steep and expensive to develop. Without the swap, only high-income earners will be able to afford homes in the city. Roseburg will

be home for the rich and poor. Middle-income earners will be unable to afford living in the city and forced to seek housing in Sutherlin, Winston, or Myrtle Creek. The swap will provide new, single-family housing that's more affordable and equitable.

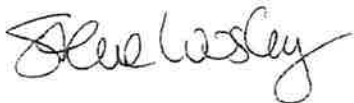
4. **The swap proposal is fair for property owners.** The city "proposes to annex the public right-of-way of NE Troost St. in Charter Oaks" (p. 157 UGB Swap). No private property will be annexed in the swap. Private properties will only be annexed "prior to major development, or the extension of water or sewer services" (p. 26 UGB Swap). No private landowners will be forced to pay City of Roseburg property taxes. The proposal is fair.
5. **The swap is essential for the long-term livability of our community.** The city general fund expenses are increasing faster than the general fund revenues, which are primarily derived from property taxes. Nearly 80% of the general fund goes for labor to provide police and fire protection, maintain the streets and parks, and run the city. Two thirds of revenue comes from property taxes. The Oregon Constitution limits property tax increases to no more than three percent each year, unless there are changes to the property.

Revenue increases from property taxes haven't kept pace with wage increases. In the current fiscal year, the city will spend nearly \$2 million more for general services than it takes in. We all know this is not sustainable. The UGB swap is essential to reverse this pattern.

Presently, the city cannot grow because it's too expensive to build new houses. The swap will allow modest, controlled growth, so the tax base can increase. Modest growth is essential for a healthy, vibrant, livable city, a city that works for our entire community. The swap will allow our city to grow and thrive.

To sum, we urge the City Council to approve the UGB swap application. The swap is essential for the long-term livability of our community.

Kind regards,

A handwritten signature in dark ink, appearing to read "Steve Loosley". The signature is fluid and cursive, with the first name "Steve" and last name "Loosley" clearly distinguishable.

Steve Loosley



2270 Aviation Way, Suite 4
P.O. Box 1938
Roseburg, OR 97470

(541) 672-6728 Phone
(541) 672-7011 Fax

March 5, 2024

City of Roseburg
c/o Stuart Cowie
900 SE Douglas Ave.
Roseburg, OR 97470

Re: Letter of Support for the City of Roseburg Urban Growth Boundary Exchange

Dear City of Roseburg Officials,

CCD Business Development Corporation (CCD) is the U.S. Department of Commerce Economic Development Administration designated Economic Development District organization for Coos, Curry, and Douglas counties. Within this role, CCD supports and coordinates regional economic development activities that support the region's Comprehensive Economic Development Strategy (CEDS). As a private nonprofit organization, we have been serving this region with our programs and services for over fifty-two years.

CCD supports the City of Roseburg Urban Growth Boundary Exchange request. Like other Economic Development Districts, CCD recognizes that a severe shortage of affordable housing is an impediment to local economic development objectives. We believe this project will bring economic benefits to our region in the form of job retention and creation, economic recovery, and long-term resilience.

The proposed Urban Growth Boundary Exchange request is aligned with the regional Comprehensive Economic Development Strategy (CEDS) through these points:

- Housing (region-wide lack of housing and affordable housing for workforce/families)
- Workforce Development
- Business Retention and Expansion

Southwestern Oregon is an economically depressed region, as the cost of housing goes up or the lack of housing, people cannot afford to live here so they are forced to relocate. This impedes the ability of businesses to hire and retain workers and ultimately is not good for the local economy.

During CCD's Economic Recovery Initiative Project, we received feedback from several businesses who have offered a position to an individual who declined the job offer due to not successfully obtaining housing.

The lack of quality, affordable housing can exacerbate social issues such as homelessness, poor education attainment, as well as mental and physical health conditions.

Increasing access to affordable housing bolsters economic growth. The development of affordable housing increases spending and employment in the surrounding economy and acts as an important source of revenue for local governments

Mission Statement

To encourage economic development, diversify local economies, support industry, and enhance quality of life for all in the region

Stuart I. Cowie

From: Ashton Faas <sold@ashtonfaas.com>
Sent: Wednesday, March 6, 2024 8:16 PM
To: Stuart I. Cowie
Subject: City of Roseburg Urban Growth Boundary Swap Support Letter

To whomever it may concern,

I, Ashton Faas, both local realtor and resident who was born and raised right here in Roseburg, support the proposed Urban Growth Boundary Swap.

From a real estate agent perspective, it would provide more usable land for housing. With its new location, that could be a very high demand upcoming neighborhood for new construction to take place. Hucrest is already one of the highest regarded neighborhoods in Roseburg. So extending the neighborhood in that direction should create an equally if not better new neighborhood for future families to thrive in.

The land that is currently in city limits that is being considered to being removed is not the highest of quality for building. The terrain is uneven and it is very raw land. Based on what I have read, I see no reason why this exchange of land would be problematic. If anything, it is definitely promoting the growth and succession of this town.

Therefore, I hope this letter helps as I offer real estate experience as well as being a local. I hope you have a wonderful day!



Stuart I. Cowie

From: Jack Galpin <jack@galpinllc.com>
Sent: Wednesday, March 6, 2024 11:51 AM
To: Stuart I. Cowie
Subject: City of Roseburg Urban Growth Boundary Swap - Letter of Support

To the City of Roseburg,

The City of Roseburg has long had trouble dealing with the housing demands that have swept across our state. The Southern Oregon region has been particularly affected by both geographical restraints and infrastructure issues that have brought development to a screeching halt due to the costs associated with said issues. As it stands, there are no viable options to bring the appropriate housing inventory to the City of Roseburg.

The presented plan is a wonderful solution to bring in viable, cost-effective development ground to the Roseburg area. In conjunction with the recently passed senate and house bills from the Oregon Legislature, Roseburg is not in a positive position to expand its workable boundaries and begin its development expansion. This plan will empower developers and builders to bring in new homes to the City of Roseburg that will meet a multitude of consumer needs and demands.

Congratulations on creating a proper plan to solve this complex issue. I fully support this plan.

Sincerely,

Jack Galpin

From: Stuart I. Cowie <SCowie@cityofroseburg.org>
To:
Sent: 3/1/2024 4:02 PM
Subject: City of Roseburg Urban Growth Boundary Swap - Request for Letter of Support

Hello!

As you may be aware the City of Roseburg has been trying to expand its Urban Growth Boundary (UGB) toward the Charter Oaks area, west of the city limits for many years. Different approaches have been tried, but each attempt has been unsuccessful. Six years ago, the City was approached by two land owners seeking to have their property removed from the City limits due to significant development constraints. The City looked at this request as an opportunity to re-evaluate the possibility of a new attempt at adjusting the UGB. Unlike previous attempts which required significant population growth, this time the City plans to utilize the option of an "Urban Growth Boundary Exchange" also commonly referred to as a UGB Swap. This process includes removing the constrained land from the UGB and exchanging it for an equivalent amount of property in Charter Oaks.

In order to be successful, the City has had a number of hurdles to jump before an application could be submitted. These hurdles have included a significant amount of coordination with outside organizations like the Roseburg Urban Sanitary Authority (RUSA), the Douglas County Planning Department, and the Oregon Department of Land Conservation and Development (DLCD). It has involved the City updating long-range planning documents concerning its Housing Needs Analysis (HNA) and Buildable Lands Inventory. It has required a major analysis of the existing UGB to evaluate other possible areas of expansion and to determine whether Charter Oaks is still the most viable option for the new UGB. It

has involved new studies being completed, including a Traffic Impact Study, to determine the effects of future traffic to the area and a storm-water feasibility analysis, to determine potential storm-water drainage concerns. It has required detailed analysis of the City's Comprehensive Plan and the Statewide Planning Goals. It has involved purchasing property for future right-of-way expansion and substantial communication with key stakeholders and members of the public, specifically within the Charter Oaks area.

Upon completion of each these items, the City is now pleased to announce that we have submitted our application to both DLCD and Douglas County for their official review. We have created a special webpage on the City's website devoted to the UGB Swap, with general information, as well as a link to a copy of the application, a list of future meeting dates, and an area where you can sign up for e-mail updates. We invite you to review our webpage and application. Below is a link to obtain access to the new webpage:

<https://www.cityofroseburg.org/departments/community-development/special-projects/ugb>

We are providing this e-mail to you and others that play an important role in the way our community will be shaped for the future. We're doing this in order to give you the opportunity to familiarize yourself with our request, but also to obtain letters of support from you and/or your organization.

Developing and implementing policies to enhance housing opportunities has been a primary goal of the Roseburg City Council since 2016. The objective of the UGB swap is to increase residential development capacity in order to meet Roseburg's housing needs for the next 20 years. We hope you can support us in this effort by providing a letter of support concerning the UGB swap application and the need for additional housing in our community. This letter of support will be entered into the record and be provided during the public hearing process. These letters will be extremely beneficial in showing local public support. We hope to gather copies of these letters over the next three weeks.

In addition, we will also reach out to you with an invitation to join us during our open house meeting and the public hearing process in order to provide testimony to local decision makers. Your written support is an essential part of the approval process. Please send your letters to my attention via regular mail or e-mail and I will enter them into the record.

Our open house is scheduled for Tuesday, April 16, 2024 at 7:00pm in the Ford Room at the Roseburg Public Library. The first public hearing before the Roseburg Planning Commission and Douglas County Planning Commission is tentatively scheduled for Monday, May 6, 2024 at 6:00pm in the Council Chambers at Roseburg City Hall. If you're available to attend these meetings, and others in the future, it will go a long way in helping to show elected officials the positive support behind our proposal and help to dispel concerns from those that may be opposed to the project.

Please feel free to reach out for additional information or any questions you may have. We look forward to hearing from you. Thanks in advance for your support as we work to increase housing supply within our City.

Sincerely,

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

www.cityofroseburg.org



March 6, 2024

Umpqua Economic Development Partnership
522 SE Washington Ave, Ste 106
Roseburg, OR 97470

To whom it may concern,

Umpqua Economic Development Partnership would like to endorse and support the Urban Growth Boundary (UGB) toward the Charter Oaks area. UEDP is the lead economic development organization in Douglas County and its 33 members are comprised of the leading companies and governments.


The Umpqua Economic Development Partnership views success of the current UGB expansion process as critical to the housing needs for Douglas Counties and the City of Roseburg's quality of life.

We currently lack enough housing to support our immediate needs for workforce, business expansion and development in Roseburg. We continue to receive communication from our local employers expressing their dire needs for housing to bring workforce in. We continue to see our business relocate to other areas to support their workforces need for housing.

We appreciate the vision of City leadership to pursue significant new housing opportunities. We also support the city efforts to build a sustainable land plan via the UGB Swap that will maintain and grow community housing for our current and future residents and businesses.

We appreciate the opportunity to express our support for the upcoming, next phase of the UGB planning and we look forward to a high quality of life and prosperity for our residents and businesses.

Please accept this letter of support for the Urban Growth Boundary Swap and let me know if you have any question or require further information.


Brian Prawitz
Executive Director

Sustaining Sponsors: Avista Utilities, Aviva Health, CCD Business Development, CHI Mercy Health, City of Roseburg, Con-Vey, Dole Coalwell Attorneys, Evergreen Family Medicine, Glide Revitalization, Lone Rock Resources, Lotus Media Group, MSK Building Supply, The Mary Gilbert Group, Roseburg Forest Products, Rogue Credit Union, Umpqua Community College, Umpqua Health, Umpqua Homes, Inc *Vision Sponsors:* Douglas ESD, Hallman Woodworks, Orenco Systems, Pacific Power *Mission Sponsors:* Banner Bank, City of Sutherlin, Roseburg Public Schools, Umpqua Bank, Umpqua Dairy *Executive Sponsors:* Allen Rentals, Express Employment Professionals, RUSA, SAIF, Shirtcliff Oil, Wildlife Safari
522 SE Washington Ave • Roseburg, OR 97470 • (541) 464-3527 • www.uedpartnership.org

City of Roseburg
900 SE Douglas Ave
Roseburg OR 97470

3/7/24

City of Roseburg

I, Ron Atkinson have been involved with development of 210 acres of land my father John Atkinson purchased back in 1977. We have developed Warewood Valley subdivision consisting of single family homes and Warewood Hill and Warewood Village which are multi family homes and the Point which is a 55 and older community.

Of the original 210 acres there is 90 acres left which is all in the Urban Growth boundary but because of the terrain it is all too steep and rocky to develop inside the city and to city standards with city streets and side walks. The ground is also above the water service elevation .

If our 90 acres in the Urban Growth boundary was swapped with flatter more developable ground in the Charter Oaks area I think this would be a very good deal for the city of Roseburg and for all of Douglas County, it could give developers and builders more desirable ground for development in turn giving home buyers more affordable homes to purchase. And if our 90 acres was in the county we could possibly develop it to county standards and create 10-20 5 acre parcels using septic systems and wells and also create more housing for Douglas County.

Therefore I strongly encourage the Urban Growth Boundary Land Swap.

Thanks

A handwritten signature in black ink, appearing to read 'Ron Atkinson', with a long horizontal flourish extending to the right.

Ron Atkinson

City of Roseburg
900 SE Douglas Ave
Roseburg OR 97470

March 11, 2024

Dear City Of Roseburg

I, John Atkinson purchased 210 acres in 1977. Of these acres we have developed Warewood Valley subdivision consisting of single family and multi family housing which is Warewood Village apartments and Warewood on the Hill LLC. The balance of the property which is 90 acres of undeveloped property is not economically feasible to develop , lots with elevations starting at around 550' and rises to 1100' above sea level , then descends 600' +/- the ground is very steep and rocky terrain. City streets, sidewalks, water and sewer would be prohibitive, the property is above the water service elevation also.

Developing this 90 acres to the Douglas County development regulations we could possibly get 10-20 home sites with wells and septic systems. Developing 90 acres of ground in the Charter Oaks area with relatively level property , it could be divided into approximately 4 lots per acre which would yield about 300-360 building lots. Costs to develop this type of ground should be very economical.

With this being said I believe the urban growth boundary swap is a win for housing , home builders and home buyers and a win for the growth of Roseburg. This will create more housing opportunity for the Roseburg community of Douglas County.

I strongly encourage the Urban Growth Boundary land swap.

Thank you

A handwritten signature in dark ink, appearing to read "John Atkinson", with a stylized, cursive script.

John Atkinson

Stuart I. Cowie

From: Michelle Farmer <mfarmer100valley@gmail.com>
Sent: Monday, March 11, 2024 11:28 AM
To: Stuart I. Cowie; Dale Farmer
Subject: UGB Swap Letter of Approval

Hello Stuart,

This letter is to inform you of our public approval for the UGB swap happening out Troost at Charter Oaks in Roseburg Oregon.

I am the owner of several properties off of Troost and look forward to the improvements that will come with the UGB swap.
1115, 1135, 1139 Troost Street are the properties I own.

We currently have city water on two of the properties, and one is on a well.
All properties are still on septic tanks.
It would be great to add to the city.

Thank you,
Dale E. Farmer



The Neil Company
Real Estate

2245 NW Stewart Parkway
Roseburg, OR 97471
Office: 541.673.4417
Fax: 541.673.8041
Email: realestate@neilco.com
Web: www.neilco.com

March 19, 2024

Dear Stu,

It has come to my attention that the City of Roseburg is seeking input from the public regarding a land swap from 2 landowners removing their properties from the current Urban Growth Boundary with the hopes of expanding the UGB towards the Charter Oaks area.


I not only support this effort, but I am aware of the critical need for more not only affordable housing in Roseburg but other types of housing. It has been well documented that the state of Oregon is currently in need of over 36,000 new housing units which translates to our area as well. In fact, if we start building housing in our community it would take 2-3 years to fill the demand. For Roseburg this means more buildable lands will be available for developers and contractors to build these needed units once the URB is expanded.

Roseburg is out of affordable building land because what raw land that is remaining is too steep or above the utilities they need to serve them. Currently, the only option they have is to build in other bordering cities which they are doing. Many say they would build in Roseburg if the land and utilities were available.

If Roseburg is going to continue to grow and prosper, the UGB needs to be expanded to keep up with demand. Roseburg continues to attract new businesses and residents because of our climate, our location and our recreation. We are the hub of our county. People like living here because of what we have to offer with good medical care, Umpqua Community College, and a diverse work force.

Again, I support the expansion of the URB and ask that you help us accomplish this.

Sincerely,


Neil D. Hummel, principal broker/owner



March 24, 2024

Stuart Cowie
Community Development Director
City of Roseburg
900 SE Douglas Ave.
Roseburg, OR 97470

RE: Proposed Urban Growth Boundary (UGB) Swap

Dear Mr. Cowie,

On behalf of the Roseburg Area Chamber of Commerce, we are pleased to provide our support to the city of Roseburg and their UGB swap application. This important project is designed to increase residential development capacity in order to meet Roseburg's housing needs.

The Roseburg Area Chamber of Commerce recognizes that a significant shortage of housing is an impediment to local business and economic development objectives. Available housing is a key component for our local businesses to retain and attract people to work in our community. The lack of available housing in Roseburg is a barrier for business growth and for people interested in relocating to our area.

The proposed UGB swap provides the opportunity to add significant housing development, which in turn provides substantial economic benefits to our region. The concept of exchanging steep and inaccessible acres of land for lands more capable of development is an example of good government and planning. The costs of infrastructure and site development are significantly lower on relatively flat land as compared to the majority of Roseburg's existing vacant residential property that is on steep slopes. If approved, amending the UGB will provide a much-needed opportunity to increase available housing within Roseburg's city limits.

Based on the submitted application, it is evident that the city of Roseburg has effectively addressed necessary criteria and worked with numerous affected parties to develop a solution to housing development needs in our city.

We urge Roseburg City Council and the Douglas County Board of Commissioners to approve the UGB swap application for the betterment of our community—current and future.

Best regards,

ROSEBURG AREA CHAMBER OF COMMERCE

Debra L. Fromdahl, IOM
President & CEO

VISION
MISSION

To advocate for and be the voice of the business community in the greater Roseburg area.

To strengthen, enhance and protect our members through political advocacy, economical development, community promotion and member programs and services.

Mark Moffett

From: Julie Bancroft <juliebancroft541@gmail.com>
Sent: Wednesday, April 24, 2024 7:01 AM
To: Community Development General Mailbox
Subject: Please approve UGB swap

Planning Commission:

I urge you to approve the proposed UGB swap. Roseburg is in need of additional housing and the Charter Oaks area is a great location with buildable parcels which would enhance community liveability and growth.

This meets with the city's goals to support additional housing and development for our area. Please move forward and make this happen, for the good of our community!

Thank you for your consideration,

Julie Bancroft



Call/text me anytime! (541)680-1484

Email: juliebancroft541@gmail.com

See what past clients have to say about me:
<https://www.realsatisfied.com/Julia-Bancroft>

#1 Producing individual Broker, Douglas County 2021

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Luxury Home Marketing Specialist, Price Strategy Advisor, Seniors Real Estate Specialist; Diamond Sales, Million Dollar Club Producer, Double Centurion Producer; Quality Service Producer. Real Estate Broker, The Neil Company Real Estate

Licensee is licensed in the state of Oregon.

SEE ALL MY LISTINGS AT: <http://juliebancroft.net>

WARNING! Do Not Ever Wire Any Monies That Are Requested From an Email, ALWAYS Verbally Verify!
Important Consumer Information: ~~See~~ This link provides information on agency relationships and the duties and

responsibilities of real estate licensees in Oregon. Please read it carefully. For the Initial Agency Disclosure Pamphlet click here: [Oregon Initial Agency Disclosure Pamphlet](#). The following links provide important information about purchasing and selling real estate: For the Oregon Property Buyer and Seller Advisories click here: <https://oregonrealtors.org/protect/buyer-seller-advisories/>



April 16, 2024

Stuart Cowie
Community Development Director
City of Roseburg
900SE Douglas Ave.
Roseburg, OR 97470

RE: Proposed Urban Growth Boundary (UGB) Swap

Dear Mr. Cowie,

On behalf of the Lone Rock Resources, we are pleased to provide our support to the City of Roseburg and their UGB swap application. This important project is designed to increase residential development capacity in order to meet Roseburg's housing needs.


Lone Rock Resources recognizes that a severe shortage of housing is an impediment to local economic development objectives. Available housing is a key component to retaining and attracting people to work within our area. The lack of available housing at any price point in Roseburg is a barrier for many people interested in our community.

The proposed UGB swap provides the opportunity to add significant housing development, which in turn provides substantial economic benefits to our region. The concept of exchanging steep and inaccessible acres for lands more capable of development is an example of good government and planning. The costs of infrastructure and site development are significantly lower on relatively flat land as compared to the majority of Roseburg's existing vacant residential property that is on steep slopes. If approved, amending the UGB will provide a much-needed, opportunity for an increase in available housing within the Roseburg city limits.

Based upon the submitted application, it is evident that the City has successfully addressed necessary criteria and worked with numerous affected parties to develop a solution to housing development needs in the City.

We urge City Council and the County Board of Commissioners to approve the UGB swap application for the betterment of our current and future community.

Sincerely,


Toby Luther
President/CEO
Lone Rock Resources

April 16, 2024

Stuart Cowie
Community Development Director
City of Roseburg
900SE Douglas Ave.
Roseburg, OR 97470

RE: Proposed Urban Growth Boundary (UGB) Swap

Dear Mr. Cowie,

I am pleased to provide my support to the City of Roseburg and their UGB swap application. This important project is designed to increase residential development capacity in order to meet Roseburg's housing needs.

I recognize that a severe shortage of housing is an impediment to local economic development objectives. Available housing is a key component to retaining and attracting people to work within our area. The lack of available housing at any price point in Roseburg is a barrier for many people interested in our community.

The proposed UGB swap provides the opportunity to add significant housing development, which in turn provides substantial economic benefits to our region. The concept of exchanging steep and inaccessible acres for lands more capable of development is an example of good government and planning. The costs of infrastructure and site development are significantly lower on relatively flat land as compared to the majority of Roseburg's existing vacant residential property that is on steep slopes. If approved, amending the UGB will provide a much-needed opportunity for an increase in available housing within the Roseburg city limits.

Based upon the submitted application, it is evident that the City has successfully addressed necessary criteria and worked with numerous affected parties to develop a solution to housing development needs in the City.

I urge both City Council and the County Board of Commissioners to approve the UGB swap application for the betterment of our current and future community.

Natasha Atkinson



UMPQUA
Community College

April 23, 2024

Umpqua Community College
1140 Umpqua College Rd.
Roseburg, OR 97470

To whom it may concern,

Umpqua Community College wholeheartedly supports the proposed Urban Growth Boundary (UGB) swap. Umpqua Community College views success of the current UGB expansion process as critical to the economic success of the area and the ability for families to grow and thrive in the community.

Like all enterprises in the area, UCC struggles to attract and retain talented employees due the lack of available housing opportunities for those relocating, settling back in the area, or looking to move into a growing family home. The college is working to be part of that solution with recent student housing development in the Roseburg downtown core which will serve a certain sector of the community. The UGB is another part of the equation to improving the availability of housing. Our employees, graduates, friends, and neighbors deserve access to housing that reflects their dreams and aspirations.

We applaud the vision of City leadership and elected officials to pursue significant new housing opportunities and to build a sustainable land plan via the UGB Swap. The UGB will have significant positive impacts on the organizations, businesses, and families in Roseburg for years to come.

Please accept this letter of support for the Urban Growth Boundary Swap on behalf of Umpqua Community College and let me know if you have any question or require further information.

Rachel Pokrandt
President

April 29, 2024

MEMO

TO: City of Roseburg Community Development UGB Coordinators
FROM: David Fauss
SUBJECT: Comments for Your Consideration regarding the proposed UGB swap.

First, I want to say that I heartily endorse the proposed swap of the Serafin and Atkinson properties for the Charter Oaks land. It is beyond my comprehension why the City added those two parcels to begin with, but regardless, I am pleased to see common sense prevail!

At the most recent meeting at the City Library, I heard the expected negative comments, but none of their asserted concerns had much validity, in my opinion. The swap certainly WILL occur, and so residents should now focus on developing a smart strategy that will guarantee a great final development plan. To that end, I wish to make a few suggestions:

1. **Develop and Complete New Access to the Charter Oaks Land.** It is critically important the City FIRST develop two new road connections to the Charter Oaks area: 1) a new road that will connect with the Garden Valley/Melrose Road somewhere west of the Troost intersection and east of the Melrose/Old Garden Valley "Y"; and 2) a new bridge and road at the west end of Harvard Avenue, a few blocks west of the old Harvard Cinema.

The reasons for constructing two new access routes, rather than one, are several:

- a. Provide better and much quicker ingress and egress for not only the large number of living units that will be built, but also for fire, police, service vehicles, middle/high schools, school buses, etc., either toward downtown or I-5 south on Harvard Ave., or toward the mall, large stores, hospital, I-5 north via Garden Valley and Stewart Parkway. Also, only a few blocks of Harvard Ave. would have to be widened to a 4 lane, 2-way road. I have attached a map that shows the best location for such a bridge and road into the Charter Oaks area.
 - b. The two new roads would likely REDUCE traffic on Troost, which would be better for the largely residential traffic on Troost, and would eliminate the need to widen or realign that street.
 - c. Once in place, the two new access roads will greatly facilitate the construction of sewer and water lines, powerline construction, construction of a new school on the school property in Charter Oaks, and all of the trucks and heavy equipment associated with all construction.
 - d. Two new access roads will also provide much better evacuation routes in case of floods or fires or any other emergency.
 - e. Once the two ingress/egress connector roads are completed, land developers will be able to reduce their bids due to quicker access, less traffic impacts, and certainly less noise and other related matters by not having to 'crawl' through the 25-mph neighborhood speed limit on Troost that is full of walkers, kids, bikers, etc.
 - f. And lastly, the City of Roseburg will gain a lot more support and respect by publicly incorporating this two-new-access development strategy as its first priority, as it will demonstrate that the City indeed does want this major expansion to have minimal impacts on established property owners in the area and that they can count on a smooth plan of expansion.
2. **Bury the Electrical Powerline Grid.** This is a no-brainer! Whether a "snowmageddon" or windstorm or a driver knocking down a power pole causes an outage, it is more cost efficient to put in the underground lines at the outset.
 3. **Do not install roundabouts.** They are a nightmare for large or long vehicles and our small city does not and will not have sufficient traffic to justify them.
 4. **Don't Feel Rushed to Develop your Plan and to Execute It.** Don't feel like you have to let developers start constructing new streets, new homes, etc. within one to three years. It is much better to develop a great plan, get the proper access constructed, have good utility plans in place, and then let the developers "have at it." I think if you shoot for a 3 to 5-year goal to get the two accesses built [including a bridge over the S. Umpqua River, which will be the biggest hurdle], you will be doing very well! Friends I have who live in the Charter Oaks area are skeptical about the City's planning process, saying, "The City solicits public input but they don't really listen – they will do what they want to do anyway." If you can successfully mitigate disruption to the good residents in the Troost and Charter Oaks neighborhoods while executing this needed expansion of Roseburg, you will be establishing a positive precedent for future expansion in the Wilbur and Dixonville areas. Be smart!

David Fauss
2081 Moorea Drive, Roseburg, OR 97471
dfauss41@gmail.com
541-643-3356

Suggested Bridge and road access from Harvard Ave to Charter Oaks:



Paula Latasa
65180 76th St.
Bend, OR 97701
(541) 390-5826

Roseburg Planning Commission
City of Roseburg
900 SE Douglas Ave.
Roseburg, OR 97470

Douglas County Planning Commission
Douglas County
1036 SE Douglas Ave., #106
Roseburg, OR 97470

May 6, 2014

Subject: Proposed Roseburg UGB Swap

Thank you for the opportunity to comment on the proposed UGB land swap. I am strongly in favor of the UGB Swap proposed by the Roseburg Community Development Department. This is a smart and well-thought-out proposal to address growing housing needs and infrastructure needs for unincorporated development outside the existing urban growth boundary. The city has done an excellent job assessing needs, considering alternatives, and complying with statewide housing needs and goals. Statewide planning goals and requirements for the Department of Land Conservation and Development have been addressed.

Approval of the UGB Swap would finally give homeowners in the Charter Oaks area access to sewer and other city services needed for adequate protection of groundwater and river water. This community has city water and most lots are 7,000 S.F. or less, which is more appropriate for city-size lots than county zoning. These households and the community would be better served by a sewer system. The need to annex the Charter Oaks area has been documented and advocated for by state health and environmental officials due to public health and safety concerns since 1975 because of failing septic systems creating fecal contamination.

Additionally, concerns over fire are valid since there aren't any fire hydrants in this area. Bringing Charter Oaks into the UGB would require that fire hydrants be installed with new development to give firefighters the tools and resources they need to protect the community.

While there are traffic concerns, abiding by posted speeds would address most of the safety risks. Moreover, incorporating the area into the city would require the establishment of safe walking and biking paths, and the planning department is working on how best to accomplish this while improving the safe flow of traffic.

If the UGB Swap is approved, I plan to subdivide my land to provide workforce housing while preserving river frontage and the riparian zone. My property is at the corner of Troost St. and Agape Ct., and within one thousand feet of where Loma Vista Street connects with Troost St. Loma Vista is within the city limits and complies with the city's general plan specifications. The eastern corner of my property is a perfect location to continue the development of city standards and utilities, allowing a natural extension northward to tie in with Loma Vista and a natural extension westward to tie in with properties to the west of the city along Troost St. as the UGB Swap expands to neighbors that opt-in.

Thank you for your consideration; please include this letter in the record of all proceedings on this matter. I can be reached at 541-390-5826 if there are any questions.

Respectfully,

Paula C. Latasa



May 6, 2024

Stuart Cowie, Community Development Director
City of Roseburg
900 SE Douglas Ave
Roseburg, OR 97470

RE: Letter of Support for Urban Growth Boundary Exchange between the City of Roseburg and Douglas County

FCC Commercial Furniture is writing to express our strong support for the Urban Growth Boundary Exchange (UGB swap) between the City of Roseburg and Douglas County. We believe this proposal is critical to address the growing need for housing development within the Roseburg city limits.

An expanded Urban Growth Boundary will provide much needed opportunities for the development of new housing options. This will directly benefit our company's ability to recruit and retain qualified employees. In today's competitive job market, access to affordable housing is a significant factor for potential employees considering a move to our area. By increasing housing availability within city limits, Roseburg will become a more attractive destination for talented individuals, strengthening our local workforce.

Furthermore, a more robust housing market within the city limits will contribute to the overall economic development of Roseburg. Increased housing options will attract new residents, boosting the local consumer base and creating opportunities for additional businesses to thrive.

We urge you to approve the UGB swap proposal. This initiative represents a significant step forward in addressing the housing shortage and fostering a more vibrant economy for Roseburg and Douglas County.

Sincerely,

A handwritten signature in black ink, appearing to read 'Preston O'Hara'.

Preston O'Hara
President
FCC Commercial Furniture

Hello, my name is Alex Palm, 809 SE Pine Street, Roseburg, Oregon 97470.

I am the Principal of i.e. Engineering here in Roseburg and we do the surveying, engineering and planning for the majority of new residential developments in Douglas County.

I have two quick points to make, first, I get phone calls every month from Northwest Developers and Home Builders wanting to come to Roseburg and develop and build housing. Every property of any size they look at, and it's been the same 10-20 properties for the last 10+ years, is either covered in wetlands, have FEMA floodplain and floodway issues, are located on the sides of hills that are too steep to develop, or there is no feasible way to get sewer, water, and other utilities to the sites. I've been taking these calls for over a decade now and watched over and over again as Roseburg misses out on housing opportunities because of our lack of developable ground.

The second point I want to make, is you are going to hear comments tonight that the City hasn't done its homework because it doesn't have detailed engineering plans and layouts for exactly what this area is going to look like; and I'm going to tell you that argument does not hold water. There are plans in place showing how Charter Oaks should develop. The City of Roseburg's 2019 Transportation Master Plan includes conceptual exhibits showing multiple secondary accesses to Charter Oaks and how major roads should be developed there in the future. The City of Roseburg 2010 Water Master Plan includes layouts and information on how to serve all of Charter Oaks and what upgrades to the water system are needed for that. RUSA recently completed the study on what improvements would be needed to provide service to Charter Oaks. Chapter 12 of the City's Municipal Code dictates things like how storm drainage must be designed and constructed as to ensure it doesn't have a negative impact on downstream properties. All of this is set up and when these properties develop, this very Planning Commission gets to put Conditions of Approval on each and every development mandating that all these recommendations and requirements be followed so the development of Charter Oaks doesn't paint itself into a corner. Please remember that there are a huge amount of guiderails in place to make sure the development of Charter Oaks is done in a sane and orderly manner.

As a former city councilor I put myself in your shoes. I have been presented with requests to approve projects that are still in the planning stages. Some people want the thing to be planned before it can be approved. Sometimes the presenter doesn't have much detail. They have an idea and need to see support for their project. As a developer or a city, it's not always smart to spend limited resources planning something before it has been approved. You need to know it's yours first.

A message to the people who are here with concerns for council and staff. You have made your concerns very well known. Many of them are legit. Again from the experience of a former city councilor, there are many decisions that will come before council that will include public input. So as the process continues, you will have opportunities to weigh in on the process. It is up to council and staff to provide good answers to your concerns, even if they can't always fix them all.

People sometimes wonder 'who is responsible for the vision of the community?' 'Where are we going and who's leading us?' This is your opportunity to provide some vision, some direction, and strong leadership. This is your moment. What happens next will develop over the next 20 years, but the first step is approving the UGB swap so the city can begin the work everyone here tonight is talking about.

From an economic development perspective we are trailing behind other cities in Oregon when it comes to solving the big issues around economic development – like housing. Other communities are figuring it out. Until Roseburg and Douglas County take strides toward solutions to compete for the best talent – including retaining our own children – we will continue to lose medical providers, educators, engineers, and families to Medford, Eugene, Bend, Corvallis, and Coos Bay. This is the moment will look to you to provide guidance, vision, direction, and competitiveness for the next chapter of our community.

April 29, 2024

MEMO

TO: City of Roseburg Community Development UGB Coordinators
FROM: David Fauss
SUBJECT: Comments for Your Consideration regarding the proposed UGB swap.

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David Fauss
2081 Moorea Drive, Roseburg, OR 97471
dfauss41@gmail.com
541-643-3356

7/11/24

Stuart Cowie
Community Development Director
City of Roseburg
900SE Douglas Ave.
Roseburg, OR 97470

RE: Proposed Urban Growth Boundary (UGB) Swap

Dear Mr. Cowie,

On behalf of the City of Roseburg Economic Development Commission (EDC), we are pleased to provide our support concerning the UGB swap application. This important project is designed to increase residential development capacity in order to meet Roseburg's housing needs.

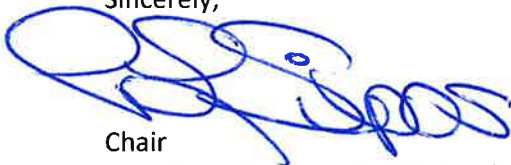
The EDC recognizes that a severe shortage of housing is an impediment to local economic development objectives. Available housing is a key component to retaining and attracting people to work within our area. The lack of available housing at any price point in Roseburg is a barrier for many people interested in our community.

The proposed UGB swap provides the opportunity to add significant housing development, which in turn provides substantial economic benefits to our region. The concept of exchanging steep and inaccessible acres for lands more capable of development is an example of good government and planning. The costs of infrastructure and site development are significantly lower on relatively flat land as compared to the majority of Roseburg's existing vacant residential property that is on steep slopes. If approved, amending the UGB will provide a much-needed, opportunity for an increase in available housing within the Roseburg city limits.

Based upon the submitted application, it is evident that the City has successfully addressed necessary criteria and worked with numerous affected parties to develop a solution to housing development needs in the City.

We urge City Council and the County Board of Commissioners to approve the UGB swap application for the betterment of our current and future community.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Spoor", is written over the printed name of the signatory.

Chair
City of Roseburg Economic Development Commission

Paula Latasa
65180 76th St.
Bend, OR 97701
(541) 390-5826

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

July 14, 2024

Subject: Proposed Roseburg UGB Swap

Dear Council Members,

Thank you for the opportunity to comment on the proposed UGB land swap. I am strongly in favor of the UGB Swap proposed by the Roseburg Planning Commission. This is a smart and well-thought-out proposal to address growing housing needs and infrastructure needs for unincorporated development outside the existing urban growth boundary. The city has done an excellent job assessing needs, considering alternatives, and complying with statewide housing needs and goals. Statewide planning goals and requirements for the Department of Land Conservation and Development have been addressed.

Approval of the UGB Swap would finally give homeowners in the Charter Oaks area access to sewer and other city services needed for adequate protection of groundwater and river water. This community has city water and most lots are 7,000 S.F. or less, which is more appropriate for city-size lots than county zoning. These households and the community would be better served by a sewer system. The need to annex the Charter Oaks area has been documented and advocated for by state health and environmental officials due to public health and safety concerns since 1975 because of failing septic systems creating fecal contamination (see attached).

Additionally, concerns over fire are valid since there aren't any fire hydrants in this area. Bringing Charter Oaks into the UGB would require that fire hydrants be installed with new development to give firefighters the tools and resources they need to protect the community.

While there are traffic concerns, abiding by posted speeds would address most of the safety risks. Moreover, incorporating the area into the city would require the establishment of safe walking and biking paths, and the planning department is working on how best to accomplish this while improving the safe flow of traffic.

If the UGB Swap is approved, I plan to subdivide my land to provide some workforce housing while preserving river frontage and the riparian zone. My property is at the corner of Troost St. and Agape Ct., and within one thousand feet of where Loma Vista Street connects with Troost St. Loma Vista is within the city limits and complies with the city's general plan specifications. The eastern corner of my property is a perfect location to continue the development of city standards and utilities, allowing a natural extension northward to tie in with Loma Vista and a natural extension westward to tie in with properties to the west of the city along Troost St. as the UGB Swap expands to neighbors that opt-in.

Thank you for your consideration; please include this letter in the record of all proceedings in this matter. I can be reached at 541-390-5826 if there are any questions.

Respectfully,

Paula C. Latasa

Paula C. Latasa

The Charter Oaks Unincorporated Area

- Historic Perspective -

Over the course of the past thirty to forty years the unincorporated Charter Oaks area has slowly evolved from being a farming community consisting of about a dozen family-owned farms into a rural residential suburb containing approximately 130 homes and an estimated population of nearly 350 persons. Parcel sizes in the area range from less than one-quarter acre up to forty acres, and the overall residential density is about one and one-half acres per dwelling. It should be noted that nearly all of the development existing in the area today occurred prior to the mid-1970s, when the Department of Environmental Quality (DEQ) imposed a moratorium on new septic systems due to the high failure rate of existing systems. Most of the dwellings in the Charter Oaks area receive domestic water service from the Roseburg water system. (Nearly all of the service connections were made when the City's water system was owned and operated by Oregon Water Corporation, a private utility.)

Most of the existing development in the Charter Oaks area is concentrated in two principal areas. Approximately sixty-five homes are situated along both sides of Troost Street and Charter Street at the far easterly side of the Charter Oaks area, while an additional fifty homes are concentrated at the far west end of the area along both sides of Harlan Street. Both of these developed areas have been acknowledged by LCDC as being "committed residential lands", and are designated as such by the Douglas County Comprehensive Plan. Most of the remaining homes in the area are situated along the north side of Troost Street between these two committed lands sites. Current County zoning in the Charter Oaks area reflects the existing development pattern; a little over 200 acres is presently zoned Rural Residential (RR-2) with a two acre minimum parcel size permitted. The balance of the area is zoned Exclusive Farm Use - Grazing (EFU-G) with an 80 acre minimum parcel size.

As noted above, there are no public sewer facilities in the Charter Oaks area and the soils are generally not suitable for sub-surface septic systems. Consequently the area has had a long history of septic system failures. As early as 1970 the Douglas County Health Department reported a 75% failure rate for existing septic systems in the Charter Oaks area. The Department of Environmental

Quality (DEQ) subsequently completed a "Problem Area Identification Record" for the Charter Oaks area in 1975, which confirmed the Health Department's earlier findings. At that time DEQ recommended that sanitary sewer service be extended into the area.

In the early 1980s, the City of Roseburg began preparation of the Roseburg Urban Area Comprehensive Plan, including establishment of an urban growth boundary (UGB) as required by the statewide land use planning goals. Initial drafts of the Urban Area Plan included nearly all of the 500 acre Charter Oaks area within the City's proposed UGB. However, prior to final adoption of the Plan, the area was removed from the UGB because of objections from numerous residents in the Charter Oaks area. To replace the needed urbanizable land that would have been provided by Charter Oaks, the City redrew the urban boundary to include additional lands in other areas - primarily the steep hillsides lying to the northeast of the City. As a consequence, there has been virtually no subsequent development in the Charter Oaks area, although the long-term problem with the area's existing septic systems has remained largely unresolved.

In 1989, the City initiated its first state-mandated "periodic review" of the Urban Area Comprehensive Plan. The primary purpose of the periodic review was to evaluate the Plan and make revisions and amendments reflecting changes in the area since its original adoption. Part of the periodic review process included an evaluation of the size of the UGB to determine if it still contained sufficient buildable land to accommodate long range growth projections. During the periodic review process the Douglas County Health Department and the Oregon Health Division again requested the City to include Charter Oaks in the UGB so that sanitary sewer service could be extended into the area. The City subsequently included a detailed analysis of the Charter Oaks area as a component of the overall periodic review work program.

In the spring of 1990, the City Planning Commission conducted a series of public hearings concerning its periodic review work, including the recommendation by State and local public health officials that the Charter Oaks area be added to the UGB. At the public hearing held on April 25, 1990, the Douglas County Health Department submitted an updated report to the City recommending that the area be included within the UGB. The Health Department's report, which was based on the findings of its field survey of septic system conditions in the area, included the following statement:

"The survey results show that a history of ongoing, chronic problems with on-site sewage disposal systems have plagued portions of the Charter Oaks area. The survey shows that failing systems are concentrated along Troost Street, Pixie Avenue, and Cloake Road. The survey also shows potential failures, with expensive repairs or no repairs possible, within the area along Charter Street and on Troost Street before N. W. Harlan Street. Individual property owners have tried to solve problems on their own, but many repaired systems have again failed in a short time. Very few new systems have been approved lately, limited to the loamy soils which run along side the river, by the local DEQ office. Also, some new sites have been recently denied. Twenty-nine percent of the systems surveyed are failing. This high rate of failure constitutes a health hazard situation and should require community-wide solution."

The Health Department's report concluded with the following recommendation:

"It is the recommendation of this office that City, County, and concerned citizens of the area coordinate their efforts to bring sewers to the area as quickly as possible. Including the area into the UGB as contemplated by the City Planning Commission may be the most favorable and expedient process."

During the spring and summer of 1990, the Roseburg Planning Commission completed its periodic review work and forwarded its proposed Comprehensive Plan amendments to the City Council for formal adoption. The Planning Commission's report to the Council included a recommendation to expand the UGB to encompass the Charter Oaks area. In September of 1990 the City Council directed the Community Development Department to prepare a more detailed analysis of the Charter Oaks area. The Community Development Department subsequently presented its in-depth planning analysis to the City Council in April of 1991. The Department's report to the Council concluded with the following recommendations:

" The Charter Oaks area is a logical extension of the Roseburg Urban Growth Boundary for the following reasons:

- 1. The Charter Oaks area is currently committed to urban uses including;*
 - a. Existing urban levels of water service owned and operated by the City of Roseburg since 1978. The Charter Oaks areas is receiving at least one aspect of urban service but is not part of the urban area;*
 - b. The existing minimum residential lot size does not reflect the majority of the actual lot sizes within the area;*
 - c. The Charter Oaks areas contains an existing health hazard for sanitation related uses as shown through the survey and recommendations provided by the Douglas County Health Department, State Health Division, and Department of Environmental Quality. Roseburg Urban Sanitary Authority is the urban service provider for sanitary sewers in the UGB and would be the logical provider for the existing urban uses within Charter Oaks.*

In consideration of the foregoing findings and the above listed points of fact the City of Roseburg would recommend that the Charter Oaks area be included within the Roseburg Urban Growth Boundary."

Despite the recommendations received from the Planning Commission and the Community Development Department, as well as the concerns expressed by state environmental and health agencies regarding potential health hazards in the Charter Oaks area, the City Council took no further action on the proposed UGB amendment.

In early 1995 twenty-seven Charter Oaks property owners submitted a petition to the City of Roseburg requesting the City to initiate a legislative amendment of the urban growth boundary to include approximately 270 acres, or about half of the Charter Oaks area. Although the vast majority of the territory described in the petition was owned by the petition signers, several other properties were also included within the proposed boundary expansion area in order to facilitate a more logical and cohesive UGB, and to avoid creating island of excluded territory.

Shortly after the petition was submitted to the City, several of the property owners whose land was included within the proposed UGB expansion area, but who had not signed the petition, filed objections to the boundary amendment stating that they were opposed to any plan to extend the UGB into the Charter Oaks area. Within a relatively short time it became apparent that the City had little interest in initiating a legislative UGB amendment in the face of organized local opposition. The petition was subsequently withdrawn.

In November of 1996, the original twenty-seven petition signers submitted a quasi-judicial Comp Plan amendment application to the City requesting that the UGB be expanded to include only their properties, leaving out the properties of those who had previously filed objections, and limiting the proposed UGB expansion area to 219 acres. After several public hearings before the Planning Commission, it became evident that the Commission was unwilling to approve what it characterized at the time as "an illogical boundary" that would have excluded many properties that were already developed with urban uses.

In the ensuing eight years, no further formal action has been taken by the City of Roseburg with respect to the question of expanding the UGB to include the unincorporated Charter Oaks area.

CHARTER OAKS UGB SWAP
CITY COUNCIL COMMISSION PACKET
JULY 22, 2024

Exhibit E – Letters of Concern

Itemized List:

2024 Letters included in May 6, 2024 Planning Commission Packet

1. John Kenagy letter – April 4, 2024

Testimony letters provided at 5/6/24 Planning Commission Public Hearing

2. Joe Meyer letter with 2-page excerpt from 4/6/21 council minutes – May 6, 2024
3. Ann Scheleen letter – May 6, 2024
4. Donald Scheleen letter – May 6, 2024

Testimony letter provided via e-mail after delivery at May 6, 2024 PC Public Hearing

5. Gary Huhn letter and e-mail introduction – May 6, 2024

E-mail testimony provided prior to 5/20/24 Planning Commission Adoption of Findings

6. Cameron and Jennifer Harkin e-mail – May 20, 2024

John Kenagy
Woodruff Road
Roseburg, Oregon 97471

April 4, 2024

Mark Moffett
City of Roseburg
Community Development Department
900 SE Douglas Avenue
Roseburg, Oregon 97470

RE: Our conversation of 4/1/24 regarding the change to the UGB

My partner and I own the 16 acre property that will immediately abut the proposed new UGB in Charter Oaks to the west and the north. Our property is identified on the enclosed maps as: Crown & Associates Inc and Tamarack Management Inc. (CAI&TMI). We have a serious concern with the city's proposed UGB expansion, specifically along Troost Street.

As you may or may not be aware; the drainage ditch on the north side of Troost begins collecting water approximately 1900+/- feet to the east of the CAI&TMI and Peachy Family Revocable Trust (PFRT) property line which is apparently the lowest point on the north side of Troost owing to a high spot on the right of way (which is not noticeable until it rains,) as a result there is an additional 275+/- feet of drainage to the west of the CAI&TMI/PFRT property line. The result is that all of the runoff from 2200+/- feet of drainage ditch accumulates and then migrates in a northwesterly direction across the CAI&TMI/PFRT properties and eventually the back portion of Kenagy & Kenagy, flooding them both for extended periods of time.

In addition to the above, the only culvert (that I have been able to locate) which moves water from the south side of Troost to the north side of the road (the elevation south of Troost is higher than the north side) is located at the corner of the CAI&TMI/PFRT property line. As a result we also are being inundated by runoff from the drainage on the south side of Troost.

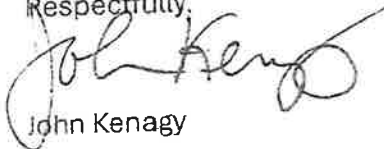
Our concern is that with the development of additional hard surface areas, including roads, curbs and gutters, sidewalks, driveways, buildings, patios, parking lots etc. they will increase the potential that rain water will not be absorbed by the ground and instead will be diverted/channeled into the existing ditches thereby increasing the flooding on our property and thereby negatively affecting the value of our property.

While we support and encourage the change to the UBG, we are concerned about the potential additional runoff that would have a negative environmental, and quite probably an adverse financial impact upon our property, and we respectfully ask that all steps possible be taken to address and alleviate any possible detrimental impact that any future development might cause.

In the summer of 2016 we had to replace the septic system on the K&K property (we subsequently sold that property in 2021), and it was the opinion of the On-Site Services inspector that the surface water which accumulates at the back of the property was responsible in part for the failure of the old system, and it was strongly recommended that we find a way to divert it so as to avoid future premature failure.

Lastly, I would be remiss if I did not express our disappointment, in our property not being included into the UBG change.

Respectfully,

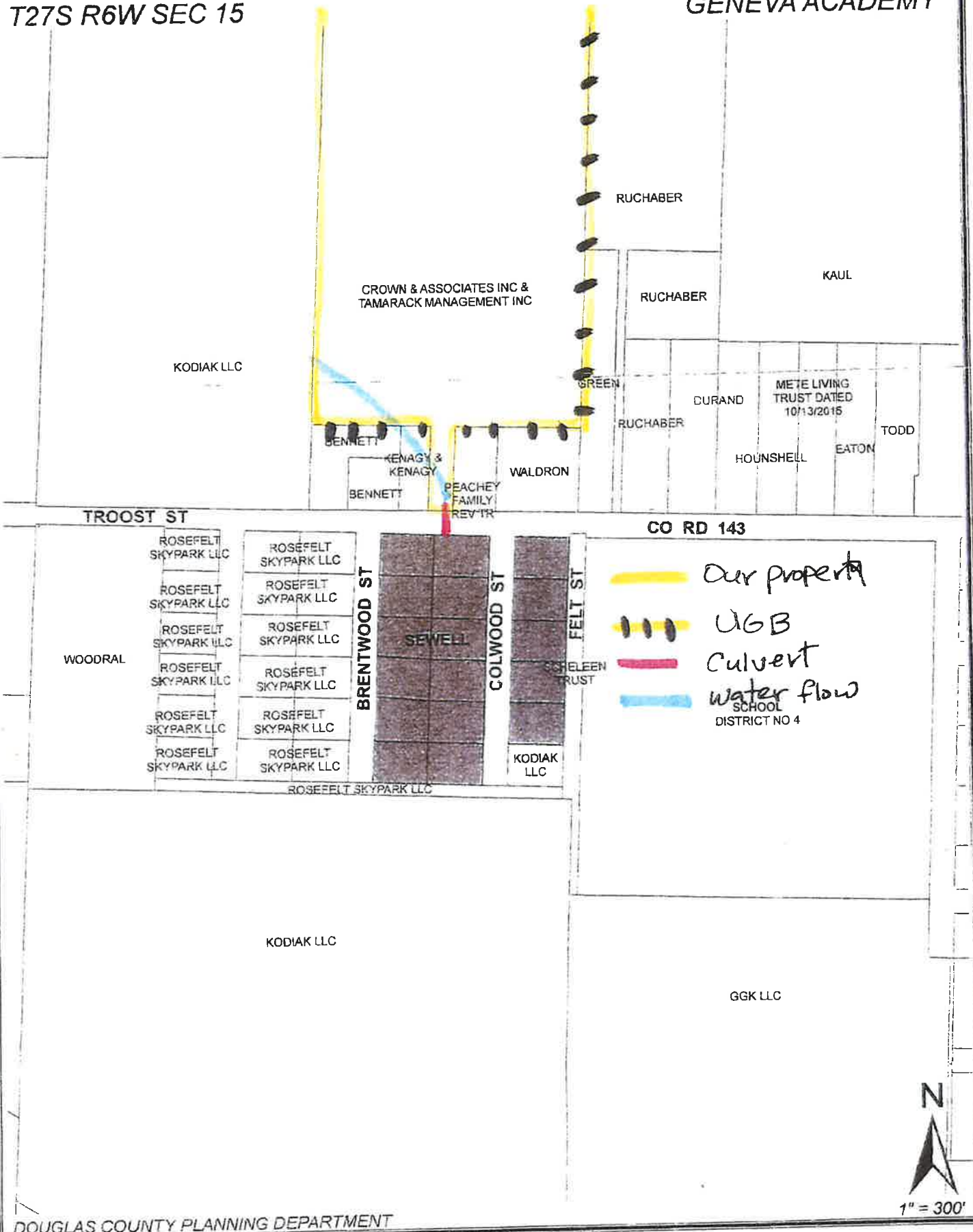
A handwritten signature in dark ink, appearing to read "John Kenagy", written over a printed name.

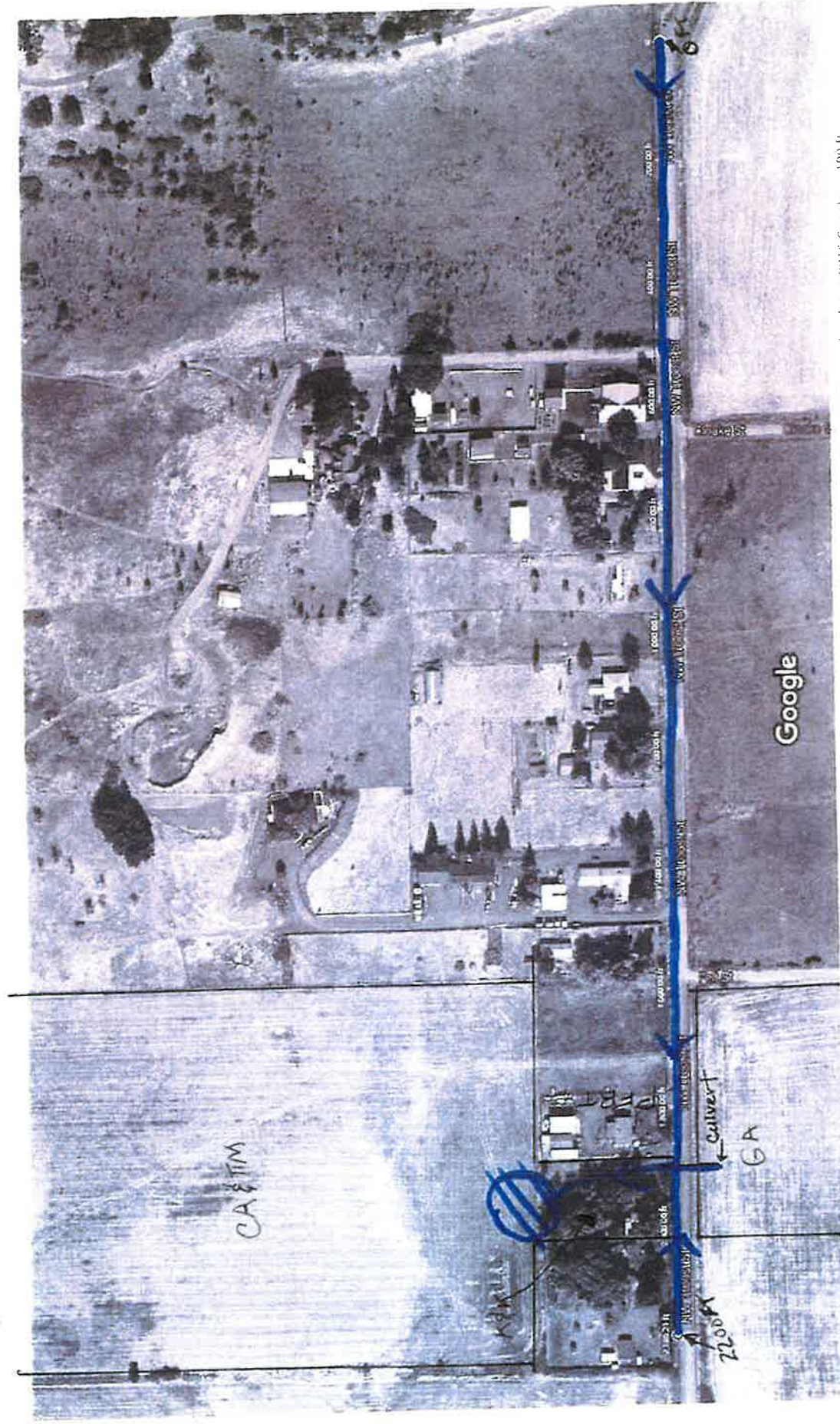
John Kenagy

Enclosures (4)

ASSESSOR MAP
T27S R6W SEC 15

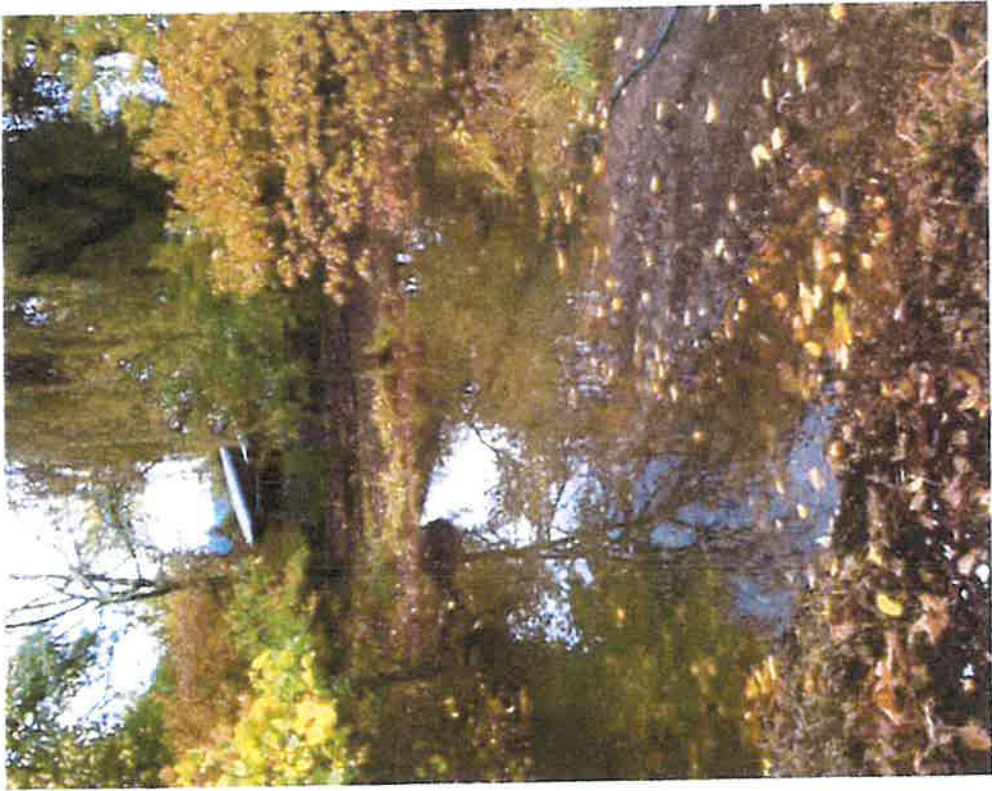
P/D 16-067
GENEVA ACADEMY





Measure distance

bioRxiv preprint doi: <https://doi.org/10.1101/000000>; this version posted January 1, 2017. The copyright holder for this preprint (which was not certified by peer review) is the author/funder, who has granted bioRxiv a license to display the preprint in perpetuity. It is made available under aCC-BY-NC-ND 4.0 International license.



From back of property (K&K) looking south



Looking north from Troost. Note culvert under road.



Behind house looking North



Behind house looking northwest.

A very commonly spoke slogan is "housing shortage". The actual problem is "affordable housing shortage". Sane Orderly Development (SOD) was present when the city revealed their Housing Needs Analysis and Economic Needs Analysis studies, in draft form. As stated on page 6 of the Final Application, 60% of the housing needs are single family dwellings. However, the economic forecast reported 60% of the median income of Roseburg residents could only afford apartments. We immediately questioned this statement as the two are conflicting. The result was a rewording of the economic forecast. Interestingly the Economic Needs Analysis is not included in the Final Application and barely references the term "affordable" within. I would like to point out that easier land to build upon still doesn't necessarily mean houses are affordable.

The plan for storm drainage seems to be flawed. In question is the drainage at the north west portion of the expansion area along Troost Street, this is already documented in a letter of support in the file. The number 3 potential discharge comes from between addresses 925 and 933 Charter Oaks, the highest point in elevation of Charter Oaks Drive. From the end of the Charter Oaks Drive to this high point there is approximately 14.5' of change, making it difficult for storm water to flow uphill with out drainage set extremely deep.

The thrown together sewer plan doesn't work. There appears to be an unacceptable amount of fall from the beginning to the end of Charter Oaks to work with out a pump. A pump was not planned. Jim Baird of the Roseburg Urban Sanitary Authority stated at the first open house meeting the plans were hastily drawn up. At the last open house it was stated the plans were from "13,000 feet." Simply drawing colored lines on a map is not a working plan.

The traffic report raises many concerns. First, there would be a no good viable 2nd access into the expansion area within the UGB (page 257 appendixes). The second route at Loma Vista could mean any car accident at a difficult intersection would wipe out both accesses. The report mentions the bridge from Harvard Avenue but will point out in Exclusions of Unsuitable Lands (pages 40, 41); it excludes the annexation of properties adjacent to major rivers that require a bridge.

In June 2021 the Roseburg City Council allowed the change of the volume capacities for intersections by 5% and 10%, essentially raising the bar to not allow intersections be classified as failures. I note the traffic report has dates of late June 2021 and only fails a small amount of intersections. An "E" grade, one level above failure, is set for a standard. Not smart planning.

Planned densities is also in question. In the June 5th 2023, City Planning Commission meeting, it is stated that zoning would be 7500sq/ft lot sizes, equating to 673 new single family dwellings. We need to point out with that large amount of dwellings, ordinances allow for duplex dwellings to be built in place of single family dwellings and would certainly occur to an extent. This could easily put an inaccuracy into the Traffic Report; which was only calculated for 648 dwellings to begin with, failing more intersections overall. This inaccuracy could also affect the ODOT interest of 3% or less tolerances as the findings of this report were 3%.

Multiple times staff has suggested that the actual number of dwellings may result in much lower numbers, 200-300 dwellings; however the area should be planned for full build out to reduce further urban sprawl of forest and farmland, and to prepare for the eventual annexation of the entire area.

The lengthy Roseburg School District report was produced in 2019 with projections of total enrollment. As of the 2023-24 school year, it appears over projected already over 8%, over 500 students.

In May 2023, the City released a draft of the UGB Exchange. In this draft it was shown that the Dixonville / Diamond Lake Blvd was actually the #1 area to expand to, not Charter Oaks. When questioned about this by others, more data was added to manipulate the findings to achieve desired results, not to where the facts originally led. Even though some of the area has been zoned as rural residential, much of the Charter Oaks area has been, and still currently is, successfully used for agricultural purposes.

Joe Meyer

The traffic mobility standard referred to a value or measurement, which represented the movement of traffic at an intersection. In a TIS, the intersection mobility standard must meet the threshold or targets set by the City to help measure the efficiency of an intersection. If a TIS determined that a particular development would cause an intersection to exceed the mobility standard, it must recommend improvements such as traffic signal upgrades or roadway upgrades such as turn lanes, medians, or other traffic calming measures to keep the intersection at or below the mobility standard. The mobility standard helps the City maintain levels of acceptable congestion on a given street. There were two mobility standards the City utilized, Level of Service (LOS) and volume/capacity ratio (V/C). LOS was a letter value that was assigned to measure the performance of an intersection. For example, LOS A, B, and C indicated conditions where traffic moved without significant delays during the peak hour travel demand (i.e. "rush hour"). Traffic gets progressively worse through LOS D and E and finally, LOS F represents conditions where delay had become excessive and demand had exceeded capacity. An example of LOS F would be a signal needing two or more cycles to clear an intersection. V/C ratio was a numerical measurement of how close to capacity a roadway was operating. For example, a V/C ratio of 0.75 means the roadway was using 75% of its capacity. This meant that there was enough space for a 25% increase in volume before there were negative impacts such as traffic delays, bottlenecks or "traffic jams."

Mr. Cowie explained that current regulations called for different mobility standards to apply based on roadway classification. Based on the recommendations from the TSP update, the City requested to allow an increase of 5% to the capacity threshold for Collector streets and a 10% increase to the capacity threshold for Arterial streets. Equally, LOS would allow for a few more seconds of delay at signalized intersections before requiring efficiency upgrades. The 2019 TSP update recommended that the City of Roseburg mobility targets be consistent across the City by utilizing a dual standard based on V/C ratios and LOS. City streets shall maintain a LOS of "E" and V/C no worse than 0.95 during the peak hour of the day. For roadways that were under ODOT or Douglas County jurisdiction, the mobility targets of those agencies apply, unless no other mobility target had been adopted. It was anticipated that over time, intersections such as Garden Valley Boulevard at Stewart Parkway or Stephens Street would become increasingly more congested. With new development and increased employment opportunities, streets must accommodate more vehicles. However, adding more capacity (more lanes, raised medians, eliminating existing access points, etc.) may not be cost effective or practical. Those code amendments ultimately helped to balance reasonable traffic congestion with significant capacity improvements. Adjusting this balancing point would help the City to more effectively promote future development, while ensuring reasonable traffic expectations for citizens as they navigate City streets.

Mr. Cowie continued that RMC Section 12.10.020(F)(2) contained the criteria by which a proposed text amendment must be evaluated. The criteria indicated the proposed amendments must be consistent with the policies of the City's Comprehensive Plan, the Statewide Planning Goals, and other provisions of the Municipal Code. He submitted signed Findings of Fact and Order provided by the Planning Commission that indicated the proposed amendments were consistent with the criteria. Adoption of the proposed amendments would help to make the Roseburg Municipal Code consistent with the updated TSP, which served as an appendage to the Roseburg Comprehensive Plan adopted by Council in February of 2010.

Alex Palm, i.e. Engineering Principal and Civil Engineer, explained he dealt with the RMC Chapter 12 on a daily basis because it affected every project in the city. There were several key intersections that were on the verge of being on the V/C ratios and level service "D", which would be problematic. Council was not asked to approve anything causing traffic jams or gridlocks, but rather it represented a small window that was not seen every day, but could be seen a dozen times a year. The development of traffic impact was high and needed to be lower for economic growth in Roseburg. In his profession, he was asked about undeveloped buildings or parcels and explained it was because some were at the max level and many people or business could not afford extensive road improvements. This proposed change made the step in the right direction. In response to Mayor Rich, Mr. Cowie and Mr. Palm confirmed this would take all streets to a 0.95.

In response to Councilor Prawitz, Mr. Cowie explained the vehicle miles traveled (VMT) did not fit the area in his opinion and was more for metro areas. Mayor Rich asked for the example of the intersection by BiMart. Mr. Cowie stated it was at a level "D" due to current requirements. Mr. Palm said every major intersection along Garden Valley was at 0.85 or was very close. If a medical education college were to be developed in Roseburg, there would be a high likelihood of it pushing roads to a higher level so this change opened the window to bring that facility to Roseburg. Ms. Messenger added Stewart Parkway was an example of growth from changes to the road and walkability. Councilor Eggers said this seemed like a good option for development in the area. As no one else wished to speak, Mayor Rich closed the Public Hearing at 8:12 p.m.

Councilor Cotterell moved to adopt the Findings of Fact and Order approved by the Planning Commission for File No. LUDR-21.001. The motion was seconded by Councilor Eggers and approved with the following vote: Councilors Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos and Zielinski voted yes. No one voted no. Council agreed to continue with a first reading of Ordinance No. 3554. Ms. Sowa read Ordinance No. 3554, entitled, "An Ordinance Amending Section 12.06.020(C) of the Roseburg Municipal Code Regarding Mobility Standards as Set Forth Herein," for the first time.

ORDINANCE NO. 3555 – SOLID WASTE FLOW CONTROL, FIRST READING

Ms. Sowa explained that Douglas County Commissioner Tom Kress reached out to City Manager Messenger earlier this year to discuss the option of a Solid Waste Flow Control ordinance. Gabe Forrester provided information regarding this ordinance during the January 25, 2021, Council meeting. Scott Adams, Douglas County Public Works Director, provided additional information regarding this subject during tonight's special presentation. Under the proposed ordinance, haulers who pick up waste in the County would have the option to dispose of the waste out of the area to a Department of Environmental Quality (DEQ) licensed site if it was more cost effective for the hauler. The hauler would still be required to pay \$15/per ton to Douglas County. If the hauler chose to dispose waste at the Douglas County landfill, the fee imposed would be \$94/ton. With this ordinance in place, the County would not dictate where a hauler took their refuse; it would be up to the hauler to determine which option was the most cost effective. Fees collected for solid waste exported outside the County would be allocated to pay for the future closure of the current landfill. Allowing haulers to take their waste to an outside location could help extend the life of the Douglas County landfill. The County had been researching other landfill options and was negotiating with DEQ to find the most cost effective way to move forward in the future.

Concerning: CITY OF ROSEBURG Urban Growth Boundary Exchange Proposal: Staff Report and Findings
April 15, 2024*

I have read through the City of Roseburg's proposal for an Urban Growth swap and would like to express the following concerns.

1. The UGB swap is based on the calculation that the lands taken out of the city and UGB boundary make up 673 buildable units. After reading about those lands and listening to the June 5, 2023, City planning meeting, it is clear that a large part of those lands are considered unbuildable. On page 137 it even states that, "nearly all of the Atkinson property to be removed was deducted from the buildable supply in the adopted Buildable Lands Inventory." If those acres were not in the BLI, the number of acres to be swapped should not include those numbers. Even in the flatter Charter Oaks area, the buildable unit number is a stretch.
2. The proposed zoning for this area will start as low density residential. On page 200 the proposal states "Residential Development Policy #2: in designating residential densities throughout the urban area, the following shall be considered... c) The character of existing neighborhoods." The following is what it says regarding that character. "The City proposes to designate the land as the lowest density residential zoning allowed under code to ease the transition from rural to urban, and to preserve some of the character of the existing neighborhood. The City considers this to be one of the most important factors in designating this area as low density. On page 172, however, the city states "the Housing Needs Analysis concludes that there is a surplus of Low Density Residential Land, a tight supply of Medium Density Residential Land, and a deficit of High Density Residential Land." Then on page 173 it says, "The swap will facilitate new opportunities for developers to provide housing options, of different sizes, types and cost that they would be unable to offer in the currently vacant areas."
3. The most important issue in this suggested swap is the fact that there is only one road into the Charter Oaks area. As a walker and cyclist, it is already hazardous. Many times there have been cars not willing to slow down to accommodate me on the side of the road, especially when there are cars coming toward them or they understandably need to keep to their side because of lack of visibility. The city says on page 181 "The study anticipates an increase in traffic and trip counts along some major routes as the area is built out." There is only one route (although we do have a canoe if we get desperate.) At this point the city is unwilling to commit to making the road safer until considerable build out, in spite of stating in our most recent meeting that safety is the priority of the city.

I am opposed to this expansion and believe that the concentration of urban growth further and further west hurts the core of the city of Roseburg.

Ann Scheleen

CITY OF ROSEBURG Urban Growth Boundary Exchange Proposal: Staff Report and Findings

April 15, 2024*

A few points I would like to highlight.

City of Roseburg Water service to the Charter Oaks area which is under consideration for a land swap.

The city bought the system in 1977 from the Oregon Water Corporation. In the document before the Public Utility Commoner on page 2,*under the circumstances, arms-length negotiation although under the treat of the exercise of eminent domain, that the price to be paid is fair and reasonable as between parties.* It appears the City forced the sale of the water system

Also on page two it states:

The City by its Resolution No 77-44, resolved, in part as follows:

If the City should acquire and operate the Roseburg Water System, no water user rate differential shall be applied to consumers by reason of being either within or without the corporate limits of the City under the conditions as now exist

I don't believe the city should use the water system as a criteria for annexation.

In selecting Charter Oaks Farm Land does not seem to be an issue. Nearly half of Charter Oaks is zoned Exclusive Farm Grazing while RoseburgEast/Dixonville had the least farm or forest resources

For Soil class Roseburg East/ Dixonville was ranked number1 and Charter Oaks number 2

Page 98 of the proposal—discussing wetlands

The Charter Oaks subarea presents good opportunities for comparative environmental, energy, economic and social consequences. • "Lowest coverage of wetlands both by total area and percentage

Some areas may need to be mitigated, additional wetland delineation would help define these areas"

The Roseburg East/Dixonville subarea **does not** present good opportunities for comparative environmental, energy, economic and social consequences.

"Second highest coverage of wetlands both by total acreage and percentage of subarea (87.6 acres/563 acres = 15.5%). Roughly equivalent amount as the Charter Oaks subarea"

The Report by Schott and Associates is reference in appendix 3 stats that:

Due to the dry season delineation as well as problematic soils, it is possible that wetland boundaries could be changed after further field work. P1

CITY OF ROSEBURG Urban Growth Boundary Exchange Proposal: Staff Report and Findings

April 15, 2024*

Page 174 K. Goal 11: Public Facilities and Services

“To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.”

Finding:

In 1977, the City bought the water system that serves the City of Roseburg as well as Charter Oaks from the Oregon Water Corp.

The City determined it was financially feasible and in the public interest to turn the formerly private water system into a municipal service.

All municipal water customers who live outside the city limits pay for their water service, however there is no avenue for the City to gather additional revenue to put towards future capital improvements in the area.

The city of Roseburg bought the Oregon Water Corp. system in the public interest. The city should have been aware that at some point it would need to be improved whether the infrastructure was within the city limits or UGB.

In the recorded document for the sale and transfer of water utility to the City of Roseburg:

The City by its Resolution No 77-44, resolved, in part as follows:

If the City should acquire and operate the Roseburg Water System, no water user rate differential shall be applied to consumers by reason of being either within or without the corporate limits of the City under the conditions as now exist.

Based upon that representation, it would appear that all of the customers now served by the company will be treated equally and without discrimination after acquisition of the water system by the City.

Farm Land

Table 5, Current County Zoning for Exchange Area to be included in the UGB. P 24

Current Zoned

RR [Rural Residential-2, 1 DU/2 acres] 116±

FG [Exclusive Farm Use-Grazing] 113±

Table 14, Summary of Final Subareas by Umpqua Valley Viticulture Areas

Report show the acers for the 3 areas of consideration

Table 15, Final Ranking for OAR 660-024-0067 Inclusion Priorities

Roseburg East/Dixonville ranking 1

The Dixonville area contains a large amount of nonresource exception land. It also includes the most class I & II soils, however those soils lie within exception lands that wouldn't be considered for commercial farm and forest purposes

Charter Oaks ranking 3

Charter Oaks contains a decent amount of nonresource lands, and the highest percentage of class III & IV soils and some larger resource zoned parcels. This subarea also contains a high percentage of lands within the Umpqua Valley Viticulture area, and a decent amount of high-value farmland.

page 98 --The Charter Oaks subarea presents good opportunities for comparative environmental, energy, economic and social consequences. • Lowest coverage of wetlands both by total area and percentage of subarea (72.1 acres or 15%). Some areas may need to be mitigated, additional wetland delineation would help define these areas with more granularity (see Exhibit 56)

Roseburg East/ Dixonville

Wetlands

Second highest coverage of wetlands both by total acreage and percentage of subarea (87.6 acres/563 acres = 15

The Charter Oaks subarea presents good opportunities for comparative environmental, energy, economic and social consequences. •

Lowest coverage of wetlands both by total area and percentage of subarea (72.1 acres or 15%). Some areas may need to be mitigated, additional wetland delineation would help define these areas with more granularity (see Exhibit 56).

Report: Schott and A

Due to the dry season delineation as well as problematic soils, it is possible that wetland boundaries could be changed after further field work...

Property

Owner

Property Address

2023 Real Market Value

R15225

SCHOOL DISTRICT NO 4

0 TROOST ST, ROSEBURG, OR 97471

Property Page: Property Details

2024 GENERAL INFORMATION

RELATED PROPERTIES

Property Status A ACTIVE

Property Type Residential

Legal Description TRACT M&B V163 P217 (PT
NE1/4SW1/4) LESS RD. ACRES
17.50

Alternate Account Number 9084.01

Neighborhood EX EXEMPT BLDG ON EXEMPT
LAND CLASSES

Map Number 27-06W-15CA-01800

Property Use 920 - X-SCHOOL LAND VACANT

Levy Code Area 00402

Zoning

Linked Properties

2024 OWNER INFORMATION

Owner Name School District No 4

Mailing Address 1419 NW Valley View Dr Roseburg,
OR 97471

EXEMPTIONS/DEFERRALS

EXEMPTION CODE	EXEMPTION DESCRIPTION	EXPIRATION YEAR
SCH	SCHOOL DISTRICTS (307.090)	

2023 LAND SEGMENTS

STATE CODE	SEGMENT TYPE	LAND SIZE
L1	E4X	17.50 Acres
TOTALS		762300.00 Sq. ft / 17.50 acres

CERTIFIED / IN PROCESS VALUES

YEAR	IMPROVEMENTS	LAND	PRIV	SPECIAL USE	ASSESSED VALUE
2023	\$0	\$87,500	\$87,500	\$0	\$0
2022	\$0	\$87,500	\$87,500	\$0	\$0
2021	\$0	\$87,500	\$87,500	\$0	\$0
2020	\$0	\$87,500	\$87,500	\$0	\$0
2019	\$0	\$87,500	\$87,500	\$0	\$0
2018	\$0	\$87,500	\$87,500	\$0	\$0
2017	\$0	\$87,500	\$87,500	\$0	\$0

SALES HISTORY

SALE DATE	SELLER	BUYER	INST #	SALE PRICE	INST TYPE
9/10/1963	SIGLIN, C R & MARTHA	School District No 4	329293	\$10	WD WARRANTY DEED

Chrissy M. Matthews

From: Gary Huhn <gary.huhn@gmail.com>
Sent: Monday, May 6, 2024 11:25 PM
To: Community Development General Mailbox
Subject: Submission of Presentation to City Council Meeting

Dear Community Development Department,

I hope this email finds you well. My name is Gary Huhn, and I had the privilege of presenting to the City Council on May 6, 2024 regarding the proposed housing development in the Charter Oaks neighborhood.

I wanted to follow up on my presentation by submitting a digital copy for record-keeping purposes. The lower portion of this email will contain my notes that were presented during the meeting.

Please let me know if there are any additional steps I need to take or if there are any issues with the submission. I appreciate your assistance in ensuring that this information is properly recorded.

Thank you for your attention, and I look forward to any feedback or further discussion on this matter.

Warm regards,
Gary Huhn

//////////

Good Evening,
My name is Gary Huhn and I reside at 969 NW Broadway St. 97471
I deeply appreciate the opportunity to voice my opposition to the proposed housing development in the Charter Oaks neighborhood.

Before I delve into the specifics of my concerns, I want to express gratitude for the reports provided by the city.

However, it's crucial to acknowledge that the data that was gathered to produce these reports was collected prior to the onset of the COVID-19 pandemic.
As we all know, the pandemic has brought about significant shifts in our community's dynamics, so it's crucial that we acknowledge the limitations of relying on pre-COVID data to make informed decisions.

All the reports fail to capture the seismic shifts in housing, economics, and traffic dynamics that have occurred since the pandemic.

Therefore, it is imperative that we evaluate the relevance and accuracy of these reports in the current context.

Let me start by addressing the Wildlife Habitat Report.
I discovered the following statement included in the report -
Here it is....

"It's important to note that the Wildlife Habitat study was conducted prior to 1980" - That study was conducted 44+ years ago.

Community Engagement

Let us not forget the glaring absence of meaningful community input and stakeholder engagement throughout this process.

Charter Oaks residents were not adequately consulted or involved in the preparation of these reports, leaving us feeling voiceless and disenfranchised.

The state of Oregon requires cities to create opportunities for citizens to be involved in all phases of the planning process.

However, the *Timeline of Public Involvement* on page 158, indicates that the public has not been involved in the planning process since March 8th, 2021.

The Charter Oaks Community has not been involved in the planning process for over 3 years even though the state of Oregon requires the community to be involved in all phases of the planning process.

Let 's touch briefly on Data Integrity

The lack of transparency regarding the data sources and methodologies used in these reports raises serious questions about their reliability and accuracy.

Without clear documentation, how can we trust the validity of the findings presented to us by the city of Roseburg?

Overall Bias and Omission

These reports present a one-sided narrative that favors development at the expense of our existing Charter Oaks residents and neighborhood.

The overarching bias towards promoting development without adequately addressing the community is extremely concerning.

So what do I recommend?

I implore the city council to heed our call for independent, objective studies conducted with genuine community involvement.

The city must commission post-pandemic studies,

The city has to incorporate feedback from Charter Oaks residents

and the city must employ rigorous, unbiased methodologies to ensure accurate analysis and informed decision-making.

The future of Charter Oaks hangs in the balance, and it's up to us to ensure that the decisions we make today reflect the values and priorities of our community.

Let us stand together in the pursuit of truth, transparency, and accountability.

I look forward to collaborating with the council to create a vibrant and sustainable future for Roseburg.

Thank you for your attention

UGBS Charter Oaks public hearing comment 5/20

Cameron Harkin <thompson.cameron09@gmail.com>

Mon 5/20/2024 10:22 AM

To:Community Development General Mailbox <CDevelopment@cityofroseburg.org>

Hello,

I am unable to attend the meeting tonight. I wanted to express my concerns for road safety with increased traffic for the proposed UGB area. The left hand turn from Troost to Charter Oaks is hazardous, and the county has neglected to improve this. At the meeting on 5/6 city officials stated that this road has been surveyed and deemed "not hazardous." I would like to have my concern noted that it is difficult to make a safe left hand turn and with increased traffic it could become more dangerous. What is the city going to do to address this? It is unacceptable to wait for a collision, especially if it is a fatality, before improving this intersection.

As well, roads in the Charter Oaks area are very minimally upkeep by the county or in some cases, not improved or maintained by the county at all. Will the city start upkeep of these roads at the time of acquisition? If we are to be seeing an increase in taxes there is an expectation that services come with that, to include roadway maintenance and storm drain/drainage ditches, etc. If the city is unwilling to take on this additional upkeep, then it is unreasonable to have an increase in taxes that pay for similar services in other areas of the city.

Thank you,

Cameron and Jennifer Harkin
1020 NW Broadway ST
Roseburg, OR 97471
Residents of Douglas County

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



SE STEPHENS STREET WATER MAIN REPLACEMENT PROJECT BID AWARD RECOMMENDATION PROJECT NO. 23WA12

Meeting Date: July 22, 2024
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

The City received bids for the SE Stephens Street Water Main Replacement Project. The issue for Council is whether to award the construction contract.

BACKGROUND

A. Council Action History.

On February 13, 2023, Council awarded a Five-Year Design and Engineering Services contract for the Water Distribution Main Replacement Program to Century West Engineering with the understanding that each task order would be negotiated based on the work to be accomplished. Projects identified for replacement are identified in the City's 2012 Water System Master Plan.

B. Analysis.

This distribution main replacement project replaces approximately 2,700 lineal feet of 6-inch diameter cast iron water main installed circa 1930s with new 12-inch ductile iron water main between SE Sykes Avenue and SE Oak Avenue. The existing main has reached the end of its useful service life and is in need of replacement. This work also precedes an upcoming grind inlay pavement project scheduled for 2026. Work includes approximately 450 lineal feet of water main connections at side streets, 46 water service connections, and 5 new fire hydrants.

Additionally, this project includes approximately 877 lineal feet of sanitary sewer main on SE Stephens Street, SE Mosher Avenue, and SE Cass Avenue for Roseburg Urban Sanitary Authority (RUSA). This portion of the work is being reimbursed by RUSA through a separate IGA agreement. RUSA contracted separately with the design engineer for the sewer improvements. RUSA will also be providing their own construction inspection.

Construction bids were advertised for bid on June 11, 2024, and bids were opened on July 2, 2024.

Three bids were received and are summarized below.

#	Bidder	Total Bid Amount
1	Cradar Enterprises, Inc.	\$ 1,708,905.00
2	Jessie Rodriguez Construction LLC	\$ 2,005,022.00
3	Laskey-Clifton Corp.	\$ 2,815,721.05
	<i>Engineer's Estimate:</i>	<i>\$ 1,847,193.00</i>

C. Financial/Resource Considerations.

The FY 2024-25 Water Fund budget includes \$2,000,000 for this project. The total remaining project costs are estimated below:

Construction	\$ 1,708,905.00
Construction Mgt. Support (Estimate)	\$ 35,000.00
Construction Inspection Services (Estimate)	\$ 125,000.00
Contingency (7.5 %)	\$ 128,167.88
Total	\$ 1,997,072.88

RUSA's portion of the construction project costs totals \$270,397.17.

D. Timing Considerations.

If awarded, the Notice to Proceed (NTP) will be issued in August 2024. The contract allows 180 calendar days to complete all work and includes a pause in work during winter months from November 1st to March 3rd. The project has a final completion date of August 29, 2025.

COUNCIL OPTIONS

The Council has the following options:

1. Award the contract to the lowest responsive bidder, Cradar Enterprises, Inc., for \$1,708,905.00; or
2. Request additional information; or
3. Reject all bids.

STAFF RECOMMENDATION

The lowest bidder submitted all required documentation and is considered responsive and responsible. Funds are budgeted for the project. Century West has reviewed the bids and recommended award to the lowest responsive bidder. The Public Works Commission discussed this bid award at their July 11, 2024, meeting. The Commission unanimously recommended an award to the lowest responsive bidder, Cradar Enterprises, Inc., for \$1,708,905. Staff concurs with this recommendation.

SUGGESTED MOTION

"I MOVE TO AWARD THE SE STEPHENS STREET WATER MAIN REPLACEMENT PROJECT TO THE LOWEST RESPONSIBLE BIDDER, CRADAR ENTERPRISES, INC., FOR \$ 1,708,905.00."

ATTACHMENTS:

Attachment # 1 - Engineer's letter of recommendation.



July 3, 2024

Daryn Anderson, PE
City of Roseburg
900 SE Douglas
Roseburg, Oregon 97470

Re: SE Stephens Water Main Replacement
Project No. 23WA12

Dear Daryn:

On July 2, 2024, three (3) bids were received to construct the above referenced project. Cradar Enterprises, Inc. submitted the apparent low bid for \$1,708,905.00 which is 7.5% lower than the Engineer's estimate of \$1,847,193.00.

The bid form was properly signed and executed, and the bid submission included a 1st Tier Subcontractor List, a Drug Testing Program Certification Form, a Bid Bond, Pay Equity Compliance Training Certification Form, and a Public Works Bond Pre-Bid Notice & Certification Form.

Based upon our review of the bid, Century West Engineering recommends that the City of Roseburg award the construction contract to:

Cradar Enterprises, Inc.

This recommendation is pending final approval of the Public Works Commission, City Council and successful submittal of all required documents identified in the Contract Forms.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rawley Voorhies", with a stylized flourish at the end.

Rawley Voorhies, PE
Project Manager

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



SE DOUGLAS AVENUE PAVEMENT REPAIRS PROJECT BID AWARD RECOMMENDATION – 24PW09

Meeting Date: July 22, 2024
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Construction bids were received for the SE Douglas Avenue Pavement Repairs project. The issue for the City Council is whether to award the construction contract.

BACKGROUND

A. Council Action History.

On June 10, 2024, Council approved Resolution No. 2024-13 adopting the 2024-25 Budget.

B. Analysis.

As part of the City's annual pavement rehabilitation work, staff identified the rehabilitation of a portion of SE Douglas Avenue from SE Rose Street to SE Main Street. Rehabilitation work will include up to 625 square yards of road base repair and replacement of up to 6 ADA curb ramps.

The project was bid with a base bid Schedule A and two alternate schedules.

- **Base Bid Schedule A:** Includes 440 square yards of road base repair in SE Douglas Avenue from SE Rose Street to the west side of SE Jackson Street and from the east side of SE Jackson Street to the west side of SE Main Street. Work in this schedule also includes the replacement of two ADA curb ramps at SE Rose Street.
- **Schedule B:** Includes 93 square yards of road base repair in the intersection of SE Douglas Avenue and SE Jackson Street. Work in this schedule also includes the replacement of two ADA curb ramps at SE Jackson Street.
- **Schedule C:** Includes 92 square yards of road base repair in the intersection of SE Douglas Avenue and SE Main Street. Work in this schedule also includes the replacement of two ADA curb ramps at SE Main Street.

The construction bid documents were advertised on June 18, 2024, and bids were opened on July 9, 2024.

Three bids were received and are summarized below:

No.	Bidder	Schedule A	Schedule B	Schedule C	Total All Schedules
1	Guido Inc.	\$ 136,837.84	\$ 59,736.84	\$ 62,815.88	\$ 259,390.56
2	Knife River Materials	\$ 198,687.00	\$ 104,566.00	\$ 104,966.00	\$ 408,219.00
3	Freedom Builders	\$ 228,368.00	\$ 94,868.00	\$ 96,580.00	\$ 419,816.00
	<i>Engineer's Estimate</i>	\$ 149,550.00	\$ 68,190.00	\$ 79,175.00	\$ 296,915.00

C. Financial/Resource Considerations.

The FY 24-25 Transportation budget includes \$250,000 for this project, and the Street Light/Sidewalk Fund has \$260,000 available for ADA ramp improvements. Total project costs are estimated below.

Construction:	\$ 259,390.56
Contingency (10% of Const.):	\$ 25,939.00
CM Services (est.):	\$ 20,000.00
Total Estimated Costs:	\$ 305,329.56

Proposed Funding Breakdown

Transportation Fund:	\$ 229,652.51
Street Light/Sidewalk Fund:	\$ 75,677.05
Total Estimated Costs:	\$ 305,329.56

D. Timing Considerations.

This project is budgeted for FY 24-25. If awarded, the Notice to Proceed will be issued in early August. The contractor is allowed 60 calendar days to complete the project.

COUNCIL OPTIONS

The City Council has the following options:

1. Award the contract to the lowest responsive bidder, Guido Construction, Inc., for \$259,390.56; or
2. Request additional information; or
3. Reject all bids.

STAFF RECOMMENDATION

The lowest bidder submitted all required documentation and is considered both responsive and responsible. Funds have been budgeted and are available for this project. The Public Works Commission discussed this project at their July 11, 2024, meeting and unanimously recommended awarding the project to the lowest responsive bidder, Guido Construction, Inc., for \$259,390.56. Staff concurs with this recommendation.

SUGGESTED MOTION

"I MOVE TO AWARD THE SE DOUGLAS AVENUE PAVEMENT REPAIRS PROJECT TO THE LOWEST RESPONSIBLE BIDDER, GUIDO CONSTRUCTION, INC., FOR \$259,390.56."

ATTACHMENTS:

None.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



INTERGOVERNMENTAL AGREEMENT WITH ROSEBURG URBAN SANITARY AUTHORITY – SE STEPHENS WATER MAIN REPLACEMENT PROJECT NO. 23WA12

Meeting Date: July 22, 2024
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Roseburg Urban Sanitary Authority (RUSA) is interested in including sanitary sewer upgrades in a city project scheduled for construction this summer. The issue for the City Council is whether to authorize the City Manager to negotiate and execute an Intergovernmental Agreement (IGA) to accomplish this additional work.

BACKGROUND

A. Council Action History.

None.

B. Analysis.

Staff has been contacted by RUSA regarding the potential for including sanitary sewer work to the SE Stephens Water Main Replacement Project scheduled for 2024/25 construction. In order to include this work in the City's project, it is necessary to enter into an IGA.

The intent of the IGA is to include RUSA's work in the City's project. RUSA contracted directly with the design consultant to provide the design, specifications and bid quantities. Once the project is awarded by Council, RUSA will have 45 days to provide payment for the estimated cost of the bid items. At the end of the project, a final invoice and/or refund will be sent based on actual construction quantities.

C. Financial/Resource Considerations.

The overall construction costs based on the lowest bid received is \$1,708,905. RUSA's share of the overall project costs based on bid items related to their improvements is \$270,397.17

D. Timing Considerations.

Construction bids were received on July 2, 2024, and if awarded the Notice to Proceed will be issued in August 2024. As such, it would be appropriate to enter into the IGA as soon as practical.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize the City Manager to enter into an IGA with RUSA to include the sanitary sewer work in this project; or
2. Request additional information; or
3. Recommend not entering into the IGA with RUSA and not include the sanitary sewer work in the City's projects.

STAFF RECOMMENDATION

This concept was discussed by the Public Works Commission at their July 11th meeting. The Commission recommended that the City Council authorize the City Manager to negotiate and execute an Intergovernmental Agreement with RUSA to include sanitary sewer improvements with the SE Stephens Water Main Replacement Project. Staff concurs with their recommendation.

SUGGESTED MOTION

"I MOVE TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH RUSA TO INCLUDE SANITARY SEWER IMPROVEMENTS WITH THE SE STEPHENS WATER MAIN REPLACEMENT PROJECT."

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



DOUGLAS AVENUE DEER CREEK BRIDGE PROJECT - INTERGOVERNMENTAL AGREEMENT- REVISED CHANGE ORDER NO. 1

Meeting Date: July 22, 2024
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Staff recently received the revised Intergovernmental Agreement (IGA) Change Order No. 1 for the Douglas Avenue Deer Creek Bridge Construction Project from the Oregon Department of Transportation (ODOT). The issue for the City Council is whether to authorize the execution of the change order to the agreement.

BACKGROUND

A. Council Action History.

On December 14, 2020, the City Council authorized the execution of an IGA with ODOT for the design portion of the Douglas Avenue Deer Creek Bridge Project.

On August 22, 2022, the City Council adopted Resolution 2022-27 authorizing the acceptance of a grant award from the Local Bridge Program through ODOT for replacing the Deer Creek Douglas Avenue Bridge.

On January 22, 2024, the City Council executed Amendment No. 1 to the Douglas Avenue Deer Creek IGA with ODOT for the construction portion of the project.

On March 25, 2024, the City Council executed Change Order No. 1 to the Douglas Avenue Deer Creek IGA with ODOT for the construction portion of the project.

B. Analysis.

In March 2019, the City of Roseburg was awarded a grant through the ODOT Local Bridge Program to design a replacement bridge on Douglas Avenue over Deer Creek. Amendment No. 1 to the IGA with ODOT executed in January had estimated construction costs scoped in 2018. ODOT recently received a revised Change Order No. 1 requesting additional match funds to cover the overage cost in engineering services. This will be a federally funded project led by ODOT and scheduled to receive funding in Federal Fiscal Year 2026.

The bridge is a seven-span steel rolled girder bridge that is functionally obsolete due to its width. It has a sufficiency rating of 26.1 out of 100 and a load restriction of 32 tons. The bridge rails are substandard. It is scour critical with a Scour Appraisal of 3 (SC-Unstable) with exposed footing. The Deck Appraisal is a 2 (Intolerable) and is in poor condition, progressing with exposed rebar, spalls, cracks with rust staining, and efflorescence in the deck soffit. The girders have fatigue-prone details, and all beams sag slightly. The bridge also shows signs of high water on some beams.

C. Financial/Resource Considerations.

Revised Change Order No. 1 decreases the total project cost to \$12,407,725, but increases the required City match funds from \$1,297,934 to \$1,504,810. The City has reserved approximately \$1.3 million in Surface Transportation Block Grant (STBG) funds for the match. There is \$1 million programmed in the Urban Renewal Capital Improvement fund this fiscal year. This funding could be used to cover the additional match or more, freeing up the Transportation Fund for other projects.

D. Timing Considerations.

If authorized, the revised change order will be executed as soon as practicable.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize execution of revised Change Order No. 1 to the Douglas Avenue Deer Creek Bridge Construction Project; or
2. Request additional information.

STAFF RECOMMENDATION

The existing bridge is structurally deficient, functionally obsolete, and load-restricted. The ODOT Local Bridge Program is the only viable funding source for this bridge project. This item was discussed at the Public Works Commission meeting on July 11, 2024, and the Commission recommended the Council authorize execution of the revised change order. Staff concurs with the recommendation.

SUGGESTED MOTION

“I MOVE TO AUTHORIZE EXECUTION OF REVISED CHANGE ORDER NO. 1 TO THE INTERGOVERNMENTAL AGREEMENT WITH ODOT FOR THE DOUGLAS AVENUE DEER CREEK BRIDGE CONSTRUCTION PROJECT INCREASING THE CITY’S MATCH TO \$1,504,810.”

ATTACHMENTS:

None



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

CITY MANAGER ACTIVITY REPORT

Meeting Date: July 22, 2024
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your July 22, 2024 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
June 25, 2024 - 10:00 a.m.

1. June 24, 2024 City Council Meeting Synopsis
2. July 22, 2024 City Council Meeting Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign:
 - A. Community Event Application – Summer Arts Festival
 - B. Community Event Application – UVTC Annual Meeting
5. Discussion Items



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
July 1, 2024 - 10:00 a.m.

1. July 22, 2024 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents, Events, or Grants to review and/or sign:
 - A. Community Event – Roseburg Alliance Church
4. Discussion Items
 - A. Portland Homeless Ordinance
5. Employee Service Pins
 - A. Gary Klopfenstein – Police Department – 25 years
 - B. Dan Allen – Police Department – 15 years
 - C. Rex Benzel – Public Works Water – 15 years
 - D. Tony Yazzolino – Public Works Water – 10 years
 - E. Ward Deffebach – Library – 5 years
 - F. Brenda Weber – Library – 5 years



INFORMATIONAL A
ATTACHMENT NO. 1

Agenda
Department Head Meeting
Public Safety Center Umpqua Room
July 9, 2024 - 10:00 a.m.

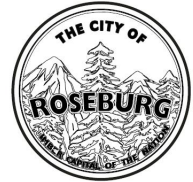
1. July 22, 2024 City Council Meeting Agenda
2. Review Tentative Future Council Meeting Agendas
3. Documents, Events, or Grants to review and/or sign:
 - A. Community Event – Thrive Umpqua Longest Table
4. Discussion Items



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
July 15, 2024 - 10:00 a.m.

1. IT Updates and Questions – Christine, Systech
2. July 22, 2024 City Council Meeting Agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign:
 - A. Loud Speaker Permit: Roseburg Alliance Church
5. Discussion Items

TENTATIVE FUTURE COUNCIL AGENDA



Unscheduled

- UTRAN Presentation
- VA Director Presentation
- Council Goals Adoption
- 2024-2029 Capital Improvement Plan Update
- Urban Campground Discussion
- City Manager Evaluation

July 29, 2024 – Work Session

Council Matters

- A. Parking Enforcement Discussion

August 12, 2024

Mayor Reports

- B. City Manager Evaluation Process Adoption

Consent Agenda

- A. July 22, 2024 Meeting Minutes

- B. July 29, 2024 Work Session Minutes

Public Hearings

- A. Comprehensive Plan Amendment – Natural Hazard Mitigation Plan

- B. CDBG Close Out – Roseburg Regional Housing Rehabilitation Grant

Ordinances

- A. Ordinance No. 3603 – Legislative Amendment: Roseburg File No. CPA-23-002 (Urban Growth Boundary Swap), First Reading

- B. Ordinance No. 3604 – Camping, First Reading

Department Items

- A. Bid Award – Taxiway A Extension 25GR01

- B. Construction Management Project Task Order Authorization for Taxiway A Extension

Informational

- A. City Manager Activity Report

- B. Quarterly Financial Report

August 26, 2024

Consent Agenda

- A. August 12, 2024 Meeting Minutes

Public Hearings

- A. Flail Mower/Tractor Purchase

Ordinances

- A. Ordinance No. 3603 – Legislative Amendment: Roseburg File No. CPA-23-002 (Urban Growth Boundary Swap), Second Reading

- B. Ordinance No. 3604 – Camping, Second Reading

Informational

- A. City Manager Activity Report

September 9, 2024

Consent Agenda

- A. August 26, 2024 Meeting Minutes

Informational

- A. City Manager Activity Report

September 23, 2024

Consent Agenda

A. September 9, 2024 Meeting Minutes

Informational

A. City Manager Activity Report

October 14, 2024

Consent Agenda

A. September 23, 2024 Meeting Minutes

Department Items

A. 2024 Oregon Public Library Statistical Report

Informational

A. City Manager Activity Report

October 28, 2024

Consent Agenda

A. October 14, 2024 Meeting Minutes

Informational

A. City Manager Activity Report

November 2024 (to be determined)

Mayor Reports

A. Veterans Day and Military Families Month Proclamation

Consent Agenda

B. October 28, 2024 Meeting Minutes

Informational

A. City Manager Activity Report

November 11, 2024 Veterans Day

December 9, 2024

Consent Agenda

A. November 2024 Meeting Minutes

Resolutions

A. Resolution Setting a New Council Reimbursement Amount for 2025

Informational

A. City Manager Activity Report

January 13, 2025

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 9, 2024 Meeting Minutes

Informational

A. City Manager Activity Report

B. Municipal Court Quarterly Report

City Manager Updates
July 3, 2024

- As you are probably aware, the Supreme Court ruling came out on the Grants Pass v. Johnson case last Friday. The ruling reversed and remanded the Grants Pass decision, and concluded that the Eighth Amendment did not apply, which was also the basis for the “Boise” decision. Staff is working closely with the City Attorney to analyze the decision and will be bringing more information forward soon. While state law does regulate how cities handle camp cleanups and time/place/manner regulations, we believe there are things not codified that were previously law under Boise and/or Grants Pass that are no longer applicable. CIS has a webinar scheduled next Tuesday that staff will attend. More to come...
- There has been quite a bit of fire activity on “Reservoir Hill” lately. Last week, the Fire Department performed controlled burn/training exercises on the City’s property. This week, they have had to respond three times to fires. While the cause(s) are still under investigation, this week’s fires appear to be human caused and/or re-ignition of the human caused fires.
- I have received numerous inquiries regarding a cooling center for this weekend. As a reminder, the City has not operated any of the cooling or warming centers in the past. We have provided financial support and/or purchased and delivered supplies when a non-profit has opened one. Our communications specialist has also worked hard to help get the word out if one is opening. This week, I reached out to both UCAN and the Roseburg Senior Center. The Senior Center indicated they will not be reopening as a cooling center at all. UCAN indicated they could not do one this weekend but would have staff delivering water over the weekend. Anyone is welcome at the Library during open hours – Friday and Saturday 10 am – 2 pm.
- The UCC Board did *not* agree to the land transfer that was discussed at the Council’s June 10 meeting – involving the Wooley Center and two City parking lots. Dr. Pokrandt and I will get back together in the near future to discuss their concerns and see if there is a path forward.
- The Airport Commission met on June 20 and recommended awarding the Taxiway A Extension Project. It appears the FAA will be funding the project in the current federal fiscal year. This situation has been unusually tumultuous, and while we have not received an official grant offer, all indications are that we will.
- The Planning Commission met on July 1 and recommended adopting the Douglas County Natural Hazard Mitigation Plan as part of the City’s Comprehensive Plan.
- The Parks Commission met this morning and discussed the proposed 5-Year Capital Improvement Plan for the Park Improvement and Stewart Trust funds. The Commission recommended the Council approve those sections of the plan.

- Last Monday night, there was a question about Mr. Woodard's development plans regarding homeless sites near the Micelli Park area. I found the following information in a March 25 email to Council –

The Community Development Department approved one of Mr. Woodard's two applications for additional tent camp sites. The registered site will be on a vacant parcel on Micelli Street across from Micelli Park. The site will not be fully approved until Mr. Woodard completes the necessary improvements such as perimeter fencing and other requirements outlined in the adopted policy. The second site has not been approved. It is located on Flint Street. The City did a phase 1 environmental study on this parcel in 2017. The study indicates there may be surface level contamination on the property, so staff has requested proof that the site has been remediated prior to registering it as a tent camp site.

Last Thursday, Mr. Woodard sent an email indicating he is hiring Land & Water Environmental to address the environmental concerns on the Flint Street site. I drove by on Monday and it does not appear that any work has started on the Micelli site.

- We have officially transitioned to the @roseburgor.gov email addresses. The @cityofroseburg.org addresses will continue to work, but outgoing emails will appear with the new address. Multi-factor authentication will begin launching later this month. If you have issues, please let Grace or Amy know.
- City offices will be closed on Thursday, July 4th, to observe the holiday. I will be off on Friday as well.
- Meetings next week:
 - City Council Tour at UCC - Monday, July 8 @ 5 pm – Umpqua Community College
 - Public Works Commission -- Thursday, July 11 @ 3:30 pm – City Council Chambers



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MUNICIPAL COURT QUARTERLY REPORT

Meeting Date: July 22, 2024
Department: Municipal Court
www.cityofroseburg.org

Agenda Section: Department Reports
Staff Contact: Jason Mahan
Contact Telephone Number: 541-673-0171

ISSUE STATEMENT AND SUMMARY

At the request of City Council, a report on the court's case volume and program revenues has been presented on a quarterly basis since July 2012. This report is the latest of the quarterly reports to have been provided in fulfillment of the Council's desire to receive regular updates on court operations and covers.

BACKGROUND

Analysis.

	1ST	2ND	3RD	4TH	YTD	PRIOR
COURT CASE TOTALS	QTR	QTR	QTR	QTR	TOTAL	YEAR
CRIMES	316	235	215	288	1,054	1,173
TRAFFIC CRIMES	88	72	118	122	400	258
TRAFFIC VIOLATIONS	716	551	601	1,624	3,492	3,239
NON-TRAFFIC VIOLATIONS	92	144	79	278	593	176
TOTAL	1,212	1,002	1,013	2,312	5,539	4,846

After the fourth quarter of the 2023-24 fiscal year, total cases were up 14% from the prior year. By category, traffic crimes, traffic violations and non-traffic violations increased by 55%, 8% and 237% while crimes decreased by -10% respectively.

	BUDGET	1ST	2ND	3RD	4TH	YTD	PRIOR
COURT REVENUES	2023-24	QTR	QTR	QTR	QTR	TOTAL	YTD
FINES	\$ 295,000	\$ 58,377	\$ 54,371	\$ 60,446	\$ 74,385	\$ 247,578	\$ 259,373
COURT COSTS	23,000	8,871	6,425	3,068	4,204	22,568	27,905
CRT APPT ATTORNEY	9,000	1,781	2,385	1,135	1,424	6,725	8,662
TOTAL	\$ 327,000	\$ 69,029	\$ 63,181	\$ 64,649	\$ 80,013	\$ 276,872	\$ 295,940

After the fourth quarter of the 2023-24 fiscal year, total court revenues were down -6% from the prior year. Fines and collections, court costs and court appointed attorney revenues decreased by -5%, -19% and -22% respectively.

On a budgetary basis, revenues are 85% of budget after the fourth quarter of the fiscal year.

CLOSING REMARKS

The court has seen a significant increase in non-traffic violations. These non-traffic violations are primarily related to the issuance of citations for prohibited camping by the Roseburg Police Department. The City Prosecutor has elected to file criminal Failure to Appear charges if a defendant fails to appear on a violation proceeding involving the Roseburg Municipal Code. Most of the individuals who are cited for prohibited camping are showing up for their court appearances. Along with the prohibited camping violations our court receives many criminal cases for offensive litter and littering near waters. These criminal cases are directly related to prohibited camping.

Individuals with significant mental health issues continue to be a large part of our in custody criminal docket. As in the past, I continue to refer these individuals to Adapt Mental Health and place them on bench probation. I continue to require them to come back to court to make sure they are following through with court orders. The number of individuals who comply remains low and many of these individuals are rearrested on new criminal charges before they are supposed to return to court on their probation. As I have stated in previous court reports, these individuals are dealing with such significant mental health issues that we can't even transport them to the jail arraignment room at the Douglas County Jail and we must go over to the jail and see the defendant at their jail cell.

As always, I appreciate the opportunity to serve as the Roseburg Municipal Court Judge. If you have any further questions, please reach out to me.

Sincerely,

Jason Mahan