



## Synopsis of City Council Meetings for the year of 2024 (Meetings are in date order starting with January)

### January 8, 2024 - City Council Meeting

1. Mayor Rich appointed the following Commission Chair appointments:

• Airport	Councilor David Mohr
▪ Economic Development	Councilor Patrice Sipos
▪ Historic Resource Review	Councilor Kylee Rummel
▪ Homeless	Mayor Larry Rich
▪ Homeless	Councilor Shelley Briggs Loosley
▪ Library	Councilor Andrea Zielinski
▪ Parks and Recreation	Councilor Ruth Smith
▪ Public Works	Councilor Ellen Porter
- Mayor Rich appointed Councilors Michalek and Sipos to serve on the MedCom Board.
2. Approved the reappointments of Steve Skenzick and Daniel Sprague to the Airport Commission for another three year term.
3. Approved the reappointments of Jerry Smead, Bryan Sykes, and Jeffrey Weller to the Budget Committee for another three year term.
4. Approved the reappointment of Michael Widmer to the Economic Development Commission for another three year term.
5. Approved the reappointments of Bentley Gilbert, Stephanie Giles, and Lisa Gogal to the Historic Resource Review Commission for another three year term.
6. Approved the reappointments of Dr. Gregory Brigham, Shelley Briggs Loosley, and Shaun Pritchard to the Homeless Commission for another three year term.
7. Approved the reappointments of Mandy Elder and Shirley Lindell to the Library Commission for another three year term.
8. Approved the reappointments of Ryan Finlay and Diana Wales to the Parks and Recreation Commission for another three year term.
9. Approved the reappointment of Jaime Yraguen to the Planning Commission for another four year term.
10. Approved the reappointment of Fred Dayton Jr. to the Public Works Commission for another three year term.
11. Appointed Councilor David Mohr to act as the 2024 Council President.
12. Accepted the resignation of Misty Danskey from the Economic Development Commission with regrets.
13. Accepted the resignation of Terri Lundy from the Library Commission with regrets.
14. Approved the December 6, 2023 Special Meeting Minutes.
15. Approved the December 11, 2023 Regular Meeting Minutes.
16. Approved the December 13, 2023 Work Session Minutes.
17. Recommended Approval of an OLCC - New Outlet – Chops Catering at 1308 NW Park Street #103.
18. Recommended Approval of an OLCC – New Outlet – Darin Allaire at 254 W. Broccoli Street.
19. Adopted Resolution No. 2024-01, entitled, “Authorizing and Supporting the Application for a Douglas County PIER Grant.”
20. Approved to postpone the Winchester Street Property discussion until the January 22, 2024 meeting.

### **January 22, 2024 - City Council Meeting**

1. Mayor Rich presented the 2024 State of the City Address.
2. Appointed Ken Averett to the Homeless Commission.
3. Approved the January 8, 2024 Regular Meeting Minutes.
4. Adopted Resolution No. 2024-02 – Updating the City's Equal Opportunity and Nondiscrimination Statement.
5. Adopted Ordinance No. 3596, entitled "An Ordinance Amending Chapter 6.02 of the Roseburg Municipal Code."
6. Authorized execution of Amendment No. 1 to the Intergovernmental Agreements with ODOT for the Douglas Avenue Deer Creek Bridge Construction Project.
7. Authorized Task Order No. 3 with Century West Engineering for Design Through Bidding Services for the NE Jackson Street and Commercial Avenue Water Main Replacement Project for an amount not to exceed \$136,825.
8. Approved the third 10-year renewal for the RBGAP, LLC lease at the Airport Industrial Property with an annual lease rate of \$32,538 for the next five-year period.
9. Council received public comment regarding the Dream Center proposal and direction was given to Staff to work with the Dream Center to establish a location and operation of an Urban Campground.
10. Council received public comment regarding the Winchester Street Property and authorized the City Manager to cancel the purchase agreement for the Winchester Street Property.

### **February 12, 2024 - City Council Meeting**

1. Direction was given to Staff to explore options for increasing the maximum amount of the Economic Development Tourism Grant Award from \$5000.
2. Appointed Keith Lowther to the Homeless Commission.
3. Approved the January 22, 2024, Regular Meeting Minutes.
4. Recommended approval of an OLCC – New Outlet – BHM Corporation dba Holy Smoke Shop at 3019 NW Stewart Pkwy #306.
5. Recommended approval of an OLCC – Change of Ownership – Mehrok Market LLC dba J & J Market & Deli No. 1 at 1532 SE Stephens St.
6. Adopted Resolution No. 2024-03, entitled, "Authorizing a Connect Oregon Grant Application for the Taxiway A Extension Project at the Roseburg Regional Airport."
7. Adopted Resolution No. 2024-04, entitled, "Repealing and Replacing Resolution No. 2023-21 Regarding the City of Roseburg Parks Rules and Regulations."
8. Adopted the Amended Audience Participation Information.

### **February 26, 2024 – City Council Meeting**

1. Appointed Joel Goodwillie, Theresa Haga, and Sarah Everman to the Economic Development Commission.
2. Received public comment from Liam Bean – former employee, regarding housing affordability; Ken Deatherage regarding downtown parking; and five (5) comments in opposition to the Bogard Street or Dream Center as potential sites for a homeless camp.
3. Approved the February 12, 2024, Regular Meeting Minutes.
4. Recommended approval of an OLCC – New Outlet – McClendon's Old Fashioned Meats, LLC at 930 W. Harvard Ave.
5. Adopted Resolution No. 2024-05, entitled, "A Resolution Approving a Tax Exemption for Sunshine Park Apartments."

6. Authorized the use of \$50,000 of ARPA Funds to provide cash flow assistance for the Off Street Parking Fund.
7. Authorized the withdrawal from the MedCom Authority Agreement with Douglas County Fire District 2.

#### **Roseburg Urban Renewal Agency Board Meeting**

1. Approved the December 11, 2023, Meeting Minutes.
2. Adopted Resolution No. UR-2024-01, entitled, "A Resolution Approving a Tax Exemption for Sunshine Park Apartments located at 152 Sunshine Road."

#### **March 11, 2024 - City Council Meeting**

1. Mayor Rich introduced new City Recorder, Amy Nytes.
2. Mayor Rich proclaimed March as Red Cross Month.
3. Received public comment from Larry Wannebo, Andrew Shirtcliff, and Whitney Henneman in opposition of the Dream Center location as a potential site for a homeless camp; and Gerald Prescott regarding his experience with homelessness; and Kelly Wyatt regarding pollution of the South Umpqua River.
4. Approved the February 26, 2024, Regular Meeting Minutes.
5. Ordinance No. 3599, entitled, "An Ordinance Granting a Franchise to Charter Communications for the Purposes of Providing Cable Television Services, Effective June 1, 2024," was read for the first time.
6. Adopted Resolution No. 2024-06, entitled, "A Resolution Authorizing and Supporting an Oregon Parks & Recreation Department Local Government Grant Application."
7. Directed the City Manager to forgo the purchase of 225 NE Bogard Street and cancel the purchase agreement.

#### **March 25, 2024 - City Council Meeting**

1. Mayor Rich proclaimed April 7 – 13, 2024, as National Library Week.
2. Direction was given for Staff to review the statement submitted by the Downtown Parking discussion group and to bring back an evaluation.
3. Accepted Dr. Gregory Brigham's resignation from the Homeless Commission, with regrets.
4. Appointed Gene McVae to the Homeless Commission.
5. Appointed Brady McNulty to the Library Commission.
6. Received public comment from Shari Coopride in opposition of the Dream Center property.
7. Approved the March 11, 2024, Regular Meeting Minutes.
8. Recommended approval of an OLCC – New Outlet – BHM Corporation dba Holy Smoke Smoke Shop at 161 NE Garden Valley Blvd. #101.
9. Adopted Ordinance No. 3599, entitled, "An Ordinance Granting a Franchise to Charter Communications for the Purposes of Providing Cable Television Services, Effective June 1, 2024."
10. Adopted Resolution No. 2024-07, entitled, "A Resolution Setting a New Council Reimbursement Amount for 2024."
11. Adopted Resolution No. 2024-08, entitled, "A Resolution Designating Bank Signatories."
12. Authorized execution of Change Order No. 1 to the Intergovernmental Agreement with ODOT for the Douglas Avenue Deer Creek Bridge Construction Project.

#### **April 8, 2024 - City Council Meeting**

1. Mayor Rich proclaimed April 2024, as Volunteer Recognition Month.
2. Mayor Rich proclaimed April 2024 as Oregon Arbor Month.

3. Approved the March 25, 2024, Regular Meeting Minutes.
4. Received public comment from Neil Hummel in support of construction of the Roseburg Veterans' Home.
5. Ordinance No. 3600, entitled, "An Ordinance Amending Chapter 2.18 "Economic Development Commission" of the Roseburg Municipal Code," and Ordinance 3601, entitled, "An Ordinance Repealing Section 2.32.060 of the Roseburg Municipal Code," were read for the first time.
6. Ordinance No. 3602, entitled, "An Ordinance Granting a Telecommunications Franchise Agreement to Patriot Mobile LLC," was read for the first time.
7. Adopted Resolution No. 2024-09, entitled, "A Resolution Supporting the Construction of the Roseburg Veterans' Home and Requesting Federal Funding."
8. Authorized the City Manager to sign the twentieth extension of the Inmate Housing IGA with Douglas County.
9. Authorized the City Manager to sign an extension of the IGA with Douglas County for communications services.

#### **April 15, 2024 - City Council Work Session**

1. City Manager Nikki Messenger and Meredith Bliss, Adjunct Trainer – The Management Center, presented Council Goal Setting.  
Council and Staff participated in a Goal Setting Session. Strategies for communication, identifying priorities, and ranking attainable goals were discussed.  
This was the third work session on this topic and a fourth session is scheduled on Monday, April 29, 2024, beginning at 4:00 p.m., located at the Public Safety Center (PSC) – Umpqua Room, 700 SE Douglas Avenue.

#### **April 22, 2024 - City Council Meeting**

1. Mayor Rich proclaimed May 2024, as Historic Preservation Month.
2. Mayor Rich proclaimed May 1, 2024, as Thrive Umpqua Day.
3. Approved the March 25, 2024, Regular Meeting Minutes.
4. Received public comment from Dale Greenley providing his historical knowledge of the Stewart Park Veteran's Bridge and support for keeping it green.
5. Adopted Ordinance 3601, entitled, "An Ordinance Repealing Section 2.32.060 of the Roseburg Municipal Code"
6. Adopted Ordinance No. 3600, entitled, "An Ordinance Amending Chapter 2.18 "Economic Development Commission" of the Roseburg Municipal Code."
7. Adopted Ordinance No. 3602, entitled, "An Ordinance Granting a Telecommunications Franchise Agreement to Patriot Mobile LLC."
8. Awarded the Bradford Avenue ADA Ramps project to the lowest responsible bidder, Freedom Builders LLC, for \$208,672.00.
9. Authorized execution of Amendment No. 1 to the Intergovernmental Agreement with ODOT for the Stewart Park Drive South Umpqua Bridge Rehabilitation Project.
10. Requested Staff communicate with the State Historic Preservation Office (SHPO) the importance of keeping the Stewart Park Drive South Umpqua Bridge color green.
11. Direction was given to Staff to review options submitted by ACE Parking, whether water meters outside city limits can be assessed a fee, identify groups that will be charged a fee, equitable fees based on water meter sizes, and to schedule a work session to discuss these options.

#### **April 29, 2024 - City Council Work Session**

1. Mayor Rich and Council President Mohr presented Council Goal Setting.

Council and Staff participated in a Goal Setting Session. Strategies for communication, identifying priorities, and ranking attainable goals were discussed.

### **May 13, 2024 - City Council Meeting**

1. Mayor Rich proclaimed May 19 – 25, 2024, as EMS Week.
2. Mayor Rich proclaimed May 19 – 25, 2024, as National Public Works Week.
3. Received public comment from Nicole Inglis regarding services available to the homeless and James Chittum regarding adding a dump fee to pay for parking.
4. Approved the April 22, 2024, Regular Meeting Minutes.
5. Approved the April 29, 2024, Work Session Minutes.
6. Recommended OLCC approval of all 2024 renewal applications received from licensees in the City of Roseburg.
7. Recommended approval of an OLCC – Change of Ownership – Lil Pantry Roseburg LLC 1 at 2611 NW Edenbower.
8. Recommended approval of an OLCC – Greater Privilege – Ami Japanese Restaurant at 634 SE Cass Avenue.
9. Directed Staff to officially close out the Reality Kitchen CDBG grant.
10. Included Option #3 for the CDD fee changes in Resolution No. 2024-10.
11. Adopted Resolution No. 2024-10, including option #3, entitled, “A Resolution to Amending Resolution No. 92-13 Regarding Fees.”
12. Adopted Resolution No. 2024-11, entitled, “A Resolution Amending Resolution No. 91-18 Regarding Water Fees.”
13. Adopted Resolution No. 2024-12, entitled, “A Resolution Opting in to ORS 105.668 Recreational Immunity.”
14. Authorized the execution of the Intergovernmental Agreement with the Oregon Department of Transportation for Right-of-Way services for the Parker Road Newton Creek Bridge project.

### **June 10, 2024 - City Council Meeting**

1. Mayor Rich proclaimed June 4, 2024, as Optimist Day.
2. Mayor Rich proclaimed June 2024, as LGBTQ+ Month.
3. Received public comment from Judy Kohler regarding vegetation overgrowth at the roundabout near Rose Village, nine (9) comments in support of the LGBTQ+ Pride Month Proclamation, and three (3) comments in opposition to the LGBTQ+ Pride Proclamation.
4. Accepted Brandon Pearsall’s resignation from the Library Commission with regrets.
5. Approved the May 13, 2024, Regular Meeting Minutes.
6. Held a public hearing regarding the 2024-2025 Budget Adoption.
7. Adopted Resolution No. 2024-13, entitled, “A Resolution Adopting the 2024-2025 Budget; Levying and Categorizing Taxes for Said Tax Year; Electing to Receive State Revenue Sharing; and Making Appropriations.”
8. Approved the Purchase of Four (4) Fully Up-Fitted 2025 Police Utility Vehicles for \$291,739.48.
9. Approved the Tentative Three-Year Agreement between the City of Roseburg and the Roseburg Police Employees Association.
10. Authorized the City Manager to utilize \$208,000 of ARPA funding for Information Technology upgrades outlined.
11. Authorized the City Manager to utilize \$178,000 of ARPA funding for the Park Improvement Projects outlined.

12. Authorized the City Manager to utilize ARPA funding to design and bid the project to finish the third floor of the Public Safety Center.
13. Direction was given to Staff to provide information about adding a flashing crosswalk sign on Pine Street where there are children frequently crossing.
14. Authorized the City Manager to enter into a real property transaction with Umpqua Community College to trade the Phillips Lot, the Shalimar Lot and \$375,000 for the Woolley Center utilizing ARPA funding.
15. Consensus for Councilors Mohr, Sipos, and Zielinski to meet with Staff in a public meeting to review the City Manager evaluation process at date to be determined.

#### **Roseburg Urban Renewal Agency Board Meeting**

1. Approved the February 26, 2024 Meeting Minutes.
2. Held a public hearing regarding the 2024-2025 Urban Renewal Agency Board Budget Adoption.
3. Adopted Resolution No. UR-2024-02, entitled, "A Resolution Adopting the 2024-2025 Budget and Making Appropriations."

#### **June 24, 2024 - City Council Meeting**

1. Council President Mohr proclaimed June 19, 2024, as Juneteenth Independence Day.
2. Council President Mohr proclaimed July 2024, as Parks and Recreation Month.
3. Received public comment from Celia VanderVelden about discrimination in the community and Jesse Spain about building a sports complex.
4. Approved the June 10, 2024 Regular Meeting Minutes.
5. Adopted Resolution No. 2024-14, entitled, "A Resolution Authorizing an Appropriation Transfer for Fiscal Year 2024-14."
6. Authorized the execution of Amendment No. 1 to the Intergovernmental Agreement with Oregon Department of Transportation for Traffic Signal Maintenance.
7. Awarded 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.
8. Awarded 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.
9. Authorized the use of \$50,000 of ARPA funds to provide cash flow assistance for the Off-Street Parking Fund.
10. Consensus to take a tour of the UCC Medical Building on July 8, 2024.

#### **July 22, 2024 - City Council Meeting**

1. Approved the June 24, 2024 Regular Meeting Minutes.
2. Recommended approval of an OLCC – New Outlet – The Majestic Theater, LLC located at 431 SE Main Street.
3. Recommended approval of an OLCC – New Outlet – Muchas Gracias Mexican Food - Roseburg located at 1144 W. Harvard Ave.
4. Recommended approval of an OLCC – New Outlet – Rosebud Entertainment, LLC dba The Rosebud Theatre located at 663 SE Jackson Street.
5. Adopted Resolution No. 2024-15, entitled, "A Resolution Correcting Airport Facilities Fees."
6. Adopted Resolution No. 2024-16, entitled, "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."

7. Held a public hearing regarding 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. Received comments from six people in opposition, three people neutral, and nine people or businesses in favor of the Urban Growth Boundary (UGB) Swap.
9. Authorized Staff to prepare Findings of Fact on behalf of City Council and approve the following Land Use Actions, as referenced in File No. CPA-23-002:
  - Amend the UGB by removing the Serafin and Atkinson Properties from the boundary and adding Charter Oaks Property to the UGB.
  - De-Annexation of the Serafin and Atkinson Properties that lie in City Limits.
  - Annexation of Troost St. Right-Of-Way to the edge of the new UGB.
  - 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.
  - Amend the Urban Growth Management Agreement (UGMA) to reflect the UGB Swap and to include Charter Oaks in Subarea 2 of the Agreement.
10. Awarded the SE Stephens Street Water Main Replacement Project to the lowest responsible bidder, Cradar Enterprises, Inc., for \$ 1,708,905.00.
11. Awarded the SE Douglas Avenue Pavement Repairs Project to the lowest responsible bidder, Guido Construction, Inc., for \$259,390.56.
12. Authorized 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.
13. Authorized 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.

#### **July 29, 2024 - City Council Work Study**

1. City Manager Nikki Messenger and Community Development Director Stu Cowie presented Downtown Parking.  
Direction was given to Staff bring back comparison charts: 75/25, 70/30, and 65/35 in a regular session at a date to-be-determined.

#### **August 12, 2024 - City Council Meeting**

1. Consensus to meet on November 18, 2024, due to the holiday schedule.
2. Consensus to use the current form for the City Manager Evaluation this year.
3. Held a public hearing regarding Ordinance No. 3603 - Comprehensive Plan Amendment (CPA-24-001) – Natural Hazard Mitigation Plan.
4. Ordinance No. 3603, entitled, "An Ordinance Amending the Roseburg Urban Area Comprehensive Plan Adopting by Reference the 2024 Douglas County Multi-Jurisdictional Natural Hazard Mitigation Plan," was read for the first time.
5. Held a public hearing regarding CDBG Close Out – Roseburg Regional Housing Rehabilitation Grant.
6. Directed Staff to officially close out the Regional Housing Rehabilitation Program CDBG grant.
7. Held a public hearing regarding Resolution No. 2024-17 – Supplemental Budget.

8. Adopted Resolution No. 2024-17 – Authorizing Supplemental Budget Revisions and Appropriation Transfers for Fiscal Year 2024-25.
9. Ordinance No. 3604, entitled “An Ordinance Declaring the Amendment of the City of Roseburg Urban Growth Boundary; De-Annexation of Certain Real Property; Annexation of Portions of Troost St. Right-of-Way; Amendment to the Comprehensive Plan Map; Amendment to the Urban Growth Management Agreement; and Directing the Instruments of Record with the Secretary of State, the Department of Revenue and the Douglas County Assessor,” was read for the first time.
10. Ordinance No. 3605, entitled “An Ordinance Amending Chapters 7.02.100 and 7.12.015 of the Roseburg Municipal Code,” was read for the first time.
11. Ordinance No. 3606, entitled “An Ordinance Adding Chapter 7.02.180 of the Roseburg Municipal Code,” was read for the first time.
12. Awarded the Taxiway A Extension Project to the lowest responsible bidder, LTM, Inc. dba Knife River Materials, for \$2,064,955 contingent upon receipt of a grant offer from the FAA.
13. Authorized the Task Order with Mead & Hunt for construction management services on the Extend Taxiway A – Phase II Construction Project for \$247,851.65 contingent upon receipt of a grant offer from FAA.

#### **August 26, 2024 - City Council Meeting**

1. Accepted Juliet Rutter’s resignation with regrets.
2. Received public comment from Victoria Theopanes about problems at the Navigation Center; one (1) person neutral and seven (7) people in opposition to Ordinance No. 3605 – Prohibited Camping Code Amendment.
3. Approved the July 22, 2024 Regular Meeting Minutes.
4. Approved the July 29, 2024 Work Session Minutes.
5. Approved the August 12, 2024 Regular Meeting Minutes with changes.
6. Recommended approval of an OLCC – Change of Ownership – Bhatti Corporation dba Roseburg Tobacco & Food Mart 2.
7. Adopted Ordinance No. 3603, entitled, “An Ordinance Amending the Roseburg Urban Area Comprehensive Plan Adopting by Reference the 2024 Douglas County Multi-Jurisdictional Natural Hazard Mitigation Plan.”
8. Adopted Ordinance No. 3604, entitled “An Ordinance Declaring the Amendment of the City of Roseburg Urban Growth Boundary; De-Annexation of Certain Real Property; Annexation of Portions of Troost St. Right-of-Way; Amendment to the Comprehensive Plan Map; Amendment to the Urban Growth Management Agreement; and Directing the Instruments of Record with the Secretary of State, the Department of Revenue and the Douglas County Assessor.”
9. Adopted Ordinance No. 3605, entitled “An Ordinance Amending Chapters 7.02.100 and 7.12.015 of the Roseburg Municipal Code.”
10. Adopted Ordinance No. 3606, entitled “An Ordinance Adding Chapter 7.02.180 of the Roseburg Municipal Code.”
11. Authorized a Task Order with Century West Engineering for the 2025 Pavement Management Program, ADA Curb Ramp Design Services for an amount not to exceed \$129,821.00.
12. Approved the purchase of a John Deere 6105E Tractor and a Diamond Mowers DSF090-C Flail mower attachment.

#### **September 9, 2024 - City Council Meeting**

1. Consensus to persist in identifying a viable location for an Urban Campground.



2. Received public comment from Nicole Inglis about homelessness.
3. Approved the August 26, 2024 Regular Meeting Minutes.
4. Adopted Resolution No. 2024-18 – Authorizing Acceptance of a Grant Offer from the Federal Aviation Administration in the maximum amount of \$2,120,951 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.
5. Directed staff to submit the Council's top five legislative priorities to the League of Oregon Cities.

### **September 23, 2024 - City Council Meeting**

1. Directed staff to schedule a work study to establish criteria for an Urban Campground property and to draft a Request for Proposal for a Real Estate Agent to aid in the property search.
2. Nominated Michael Fieldman to the Homeless Commission. The motion did not pass, with a vote of 3-4. The Mayor will propose a new nominee at a future meeting.
3. Appointed Paige Bentley to the Library Commission.
4. Approved the September 9, 2024 Regular Meeting Minutes.
5. Authorized the City Manager to negotiate and execute an amendment to the IGA with UCC in the amount of \$2,352,800 to fund scholarships, marketing, and the capital project associated with the SOMWC project.
6. Directed staff to take the steps necessary to bring a supplemental budget proposal to transfer a portion of the ARPA funds to the General Fund.

### **October 2, 2024 - City Council Work Study**

1. City Manager Nikki Messenger and Mayor Rich presented Urban Campground Criteria. There was a consensus for the following property search criteria: no zoning restrictions; budget of \$600,000 and under; locations should not be near schools or bus stops, sports complexes, waterways, parks, or in the middle of a residential neighborhood; children's playgrounds; and .50 acre lot size.

### **October 14, 2024 - City Council Meeting**

1. Approved the September 23, 2024, Regular Meeting Minutes.
2. Approved the October 2, 2024, Work Study Meeting Minutes.
3. Recommended approval of an OLCC – New Outlet – Delightful Kitchen at 2521 W Harvard Ave.
4. Directed staff to renew the contract with ACE Parking and further evaluate the parameters in which 25% of off-street parking fund will be paid by downtown property and/or business owners, based upon the proposed adjustments and changes ACE has presented in order to generate 75% of the funds necessary to balance the off-street parking fund.
5. Directed staff to add an item to the next Council meeting agenda to discuss termination of the City Manager.

## **October 28, 2024 - City Council Special Regular Meeting**

1. Adopted the Findings of Fact and Order approved by the Planning Commission for File No. AN-24-001 and ZC-24-001.
2. Ordinance No. 3607, entitled, "An Ordinance Annexing 5.27 Acres of Property Addressed as 255 NE General Ave., Withdrawing the Property from the Central Douglas Fire and Rescue Authority, and Amending the Roseburg Zoning Map," was read for the first time.
3. Received public comment regarding Public Input – City Manager.

## **November 18, 2024 - City Council Meeting**

1. Mayor Rich proclaimed November as Veterans and Military Families Appreciation Month.
2. Accepted Roger Whitcomb's resignation from the Public Works Commission, with regrets.
3. Approved the October 14, 2024 Regular Meeting Minutes.
4. Approved the October 28, 2024 Regular Meeting Minutes.
5. Recommended approval of an OLCC – Change of Ownership – Ron 5 LLC dba Urban NY Pizza & Grill at 529 SE Jackson Street.
6. Adopted Resolution No. 2024-19 – Authorizing an Appropriation Transfer for Fiscal Year 2024-25.
7. Approved the Assignment of the Legion Field Management and Operation Agreement and the Legion Field Turf Construction License Agreement to Douglas County Baseball Association.
8. Granted Preliminary Approval to UACT's Conceptual Expansion and Renovation Plan for the Betty Long Unruh Theatre.
9. Directed Staff to forego the Public Safety Center 3rd Floor Improvement Project and return ARPA funds to the General Fund.
10. Directed Staff to reject all bids associated with the Public Safety Center 3rd Floor Improvement Project.
11. Directed Staff to report to FEMA by December 1, 2024, that the City will move toward adopting a model ordinance that considers impacts to species and their habitat and requires mitigation to a no net loss standard.
12. Authorized the purchase and implementation of OpenGov Permitting Software for \$146,874.44 from Carahsoft Technology Corporation utilizing the NASPO Cooperative Purchasing Agreement and the State of Oregon's Participating Addendum.
13. Authorized \$70,000 of ARPA funds to be used to pay for the implementation of costs associated with OpenGov Permitting Software.
14. Authorized execution of Amendment No. 2 to the Intergovernmental Agreement with ODOT for the Stewart Park Drive South Umpqua Bridge Rehabilitation Project.

## **December 3, 2024 - City Council Meeting**

1. There was a consensus to contact the person recommended by the real estate agent that worked with the Homeless Commission subcommittee.
2. Approved the November 18, 2024 Regular Meeting Minutes.
3. Adopted Resolution No. 2024-21 – Authorizing Acceptance of a Grant Offer from the Federal Aviation Administration in the maximum amount of \$115,000 to be used towards the Standby Power Generator (Design & Construction), AIP #3-41-0054-032-2025, in the development of the Roseburg Regional Airport.
4. Held a public hearing regarding Ordinance No. 3607 – Annexation and Zone Change – 255 NE General Avenue, File Nos. AN-24-001 & ZC-24-001.
5. Adopted the Findings of Fact and Order Approved by the Planning Commission for File No. AN-24-001 & ZC-24-001.
6. Ordinance No. 3607, entitled, “An Ordinance Annexing 5.27 Acres of Property Addressed as 255 NE General Ave., Withdrawing the Property from the Central Douglas Fire & Rescue Authority, and Amending the Roseburg Zoning Map,” was read for the first time.
7. Held a public hearing regarding Supplemental Budget for the ARPA and General Funds, Fiscal Year 2024-25 – Resolution No. 2024-20.
8. Adopted Resolution No. 2024-20, entitled, “A Resolution Authorizing Supplemental Budget for Fiscal Year 2024-25.”
9. Authorized Execution of Amendment No. 1 to Task Order No. 3 with Mead & Hunt for \$41,620 for Additional Environmental Study for the Fencing & Security Improvement Project at the Roseburg Regional Airport.

## **December 9, 2024 - City Council Meeting**

1. Council President Mohr declared the result of the November 2024 General Election.
2. Scheduled the Oath of Office ceremony for the newly elected officials on Thursday, January 2, 2025, beginning at 4:00 p.m. in the Council Chambers.
3. Accepted Janelle James’ resignation from the Planning Commission, with regrets.
4. Received public comments from John and Pam Berman regarding Bernie Woodard’s homeless camp.
5. Approved the December 3, 2024 Regular Meeting Minutes.
6. Recommended approval of an OLCC – Change of Ownership – The Wild Rose Saloon LLC dba The Wild Rose Saloon & Café at 805 SE Stephens Street #103.
7. Adopted Ordinance No. 3607, entitled, “An Ordinance Annexing 5.27 Acres of Property Addressed as 255 NE General Ave., Withdrawing the Property from the Central Douglas Fire & Rescue Authority, and Amending the Roseburg Zoning Map.”
8. Awarded the Streetlight Maintenance Services contract to the highest ranked proposer, Sims Electric.
9. Awarded the Military and Altamont Storm Water Improvement Project to the lowest responsible bidder, Mars Construction, for \$117,710.