

ROSEBURG CITY COUNCIL AGENDA – JUNE 13, 2022

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



UK
6-9-2022

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

7:00 p.m. Regular Meeting

1. **Call to Order – Mayor Larry Rich**
2. **Pledge of Allegiance**
3. **Roll Call**
Shelley Briggs Loosley Beverly Cole Bob Cotterell Sheri Moothart
Brian Prawitz Kylee Rummel Patrice Sipos Andrea Zielinski
4. **Mayor Reports**
 - A. Camp Millennium Week Proclamation
 - B. Juneteenth Independence Day Proclamation
 - C. Pride Month Proclamation Discussion
5. **Commission Reports/Council Ward Reports**
 - A. Roseburg City Charter Review Committee Appointments
6. **Audience Participation – In Person or via Zoom/See Information on the Reverse**
7. **Consent Agenda**
 - A. Minutes of May 23, 2022 Council Meeting
 - B. OLCC New Outlet – Loggers Pizza & Beer located at 1810 NE Stephens Street #120
 - C. OLCC New Outlet – Sizzler USA Restaurants, Inc. located at 1156 NW Garden Valley Boulevard
 - D. Southern Oregon Medical Workforce Development Center Grant Acceptance
 - E. Oregon Housing and Community Service (OHCS) Grant Acceptance
 - F. Use of ARPA Funds to Purchase Critical IT Firewall and Threat Defense and Malware Services
8. **Public Hearing**
 - A. Resolution No. 2022-17 – 2022-2023 Budget Adoption
9. **Department Items**
 - A. 2022 Pavement Management Program Slurry Seals Bid Award Recommendation - 22PW02
 - B. Axon Conducted Energy Weapon Contract
 - C. City Manager/Purchasing Agent Authority Discussion
10. **Items from Mayor, City Council and City Manager**
11. **Adjourn**
12. **Executive Session ORS 192.660(2)**

Informational

- A. City Manager Activity Report

ROSEBURG URBAN RENEWAL AGENCY BOARD MEETING TO IMMEDIATELY FOLLOW

AUDIENCE PARTICIPATION INFORMATION

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

Comments may be provided in one of three ways:

- **In person during the meeting in the Council Chambers, Roseburg City Hall, 900 SE Douglas Ave.**
- **Email by sending an email by 4:00 p.m. the day of the meeting to info@cityofroseburg.org**
- **Virtually during the meeting. Contact the City Recorder by phone (541) 492-6866 or email (info@cityofroseburg.org) by 4:00 p.m. the day of the meeting to get a link to the meeting.**

Provide your name, address, phone number and which item on the agenda you wish to speak.

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

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

Persons addressing the Council must state their name and address for the record, including whether or not they are a resident of the City of Roseburg. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.

TIME LIMITATIONS

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

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

CITIZEN PARTICIPATION

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

PROVIDING COMMENTS

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

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

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

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

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

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

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

PROCLAMATION

CITY OF ROSEBURG, OREGON

CAMP MILLENNIUM WEEK

WHEREAS: Camp Millennium provides children, ages 5 – 16, dealing with a cancer diagnosis the opportunity to have an unforgettable week of fun at camp; and

WHEREAS: Camp Millennium is a place where children touched by cancer can gather in a supportive environment where they can simply be kids; and

WHEREAS: Camp Millennium combines the fun of summer camp with expert health care; and

WHEREAS: Children with cancer and their families have special needs and these needs are addressed by Camp Millennium through volunteer medical personnel and trained volunteers; and

WHEREAS: Camp Millennium is provided to eligible children at no cost to the family; and

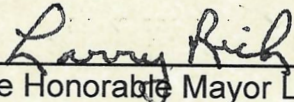
WHEREAS: The success of Camp Millennium depends on the support of many individuals and organizations to provide monetary and volunteer support;

NOW, THEREFORE, I, Larry Rich, Mayor of the City of Roseburg, do hereby proclaim the week of June 19 through June 26, 2022 as

CAMP MILLENNIUM WEEK

and call upon the people of Roseburg to join their fellow citizens to participate in and support this event.

DATED this 13th Day of June, 2022.



The Honorable Mayor Larry Rich



PROCLAMATION

CITY OF ROSEBURG, OREGON

Juneteenth Independence Day

- WHEREAS:** Each year June 19th commemorates the emancipation from slavery of those who had been slaves in the United States and is the oldest African American holiday observance in the nation; and
- WHEREAS:** On September 22, 1862, President Abraham Lincoln issued the celebrated Emancipation Proclamation warning Confederate States that he would declare enslaved peoples "forever free", paving the way for the passing of the 13th Amendment, which formally abolished slavery in the United States of America; and
- WHEREAS:** Enforcement of the Emancipation Proclamation occurred only in Confederate States that were under Union Army control, and Texas was last of the Confederate States to receive orders requiring the end of slavery; and
- WHEREAS:** On June 19th, 1865, Union troops marched throughout Galveston reading to the people of Galveston that all slaves were free, and the formerly enslaved citizens in Galveston rejoiced in the streets with jubilant celebrations; and
- WHEREAS:** Juneteenth celebrations began in Texas the following year and have continued to present day and is an occasion to remember and reflect upon the struggle, over the past 159 years following emancipation, to advance quality and justice for African Americans; and
- WHEREAS:** Juneteenth is a day to honor and reflect on the significant ways that African Americans have enriched society through their steadfast commitment to promoting freedom and equality. Juneteenth celebrates African American freedom and achievement, while encouraging continuous self-development and respect for all cultures;

NOW, THEREFORE, I, Larry Rich, Mayor of the City of Roseburg, do hereby proclaim June 19, 2022 to be

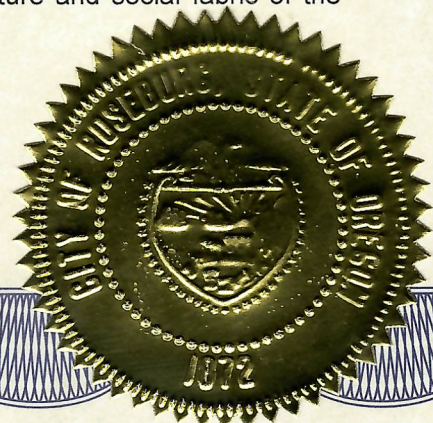
Juneteenth Independence Day

in recognition and celebration of the many ways in which the history and culture of African Americans, and the advancements, discoveries and achievements have contributed to the history, culture and social fabric of the nation and the City of Roseburg.

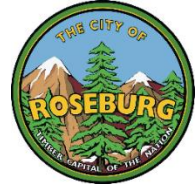
DATED this 13th day of June 2022.



The Honorable Mayor Larry Rich



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



PRIDE MONTH PROCLAMATION DISCUSSION

Meeting Date: June 13, 2022
Department: Administration
www.cityofroseburg.org

Agenda Section: Mayor Reports
Staff Contact: Larry Rich/Nikki Messenger
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

A request was made by two councilors at the Council's last meeting for the Mayor to proclaim the month of June as Pride Month. Council will discuss whether to proceed with the reading of the proclamation.

BACKGROUND

A. Council Action History.
None

B. Analysis.

A recent request was made for the Mayor to proclaim June as Pride Month acknowledging the diversity in our community and striving to be a community where everyone is welcome. The Mayor has received numerous questions and concerns about the proclamation and would like to hear Council's input on how to proceed.

C. Financial/Resource Considerations.

There are no financial considerations in making the proclamation.

D. Timing Considerations.

Pride month originated in the US in 1999 and has been nationally recognized in June since that time. If Council chooses to move forward with the proclamation, it would be appropriate to read the proclamation in June.

COUNCIL OPTIONS

Council has the following options:

- Proceed with the reading of the proclamation as written; or
- Amend the proclamation and proceed with reading of the proclamation as amended; or
- Not proceed with the proclamation.

STAFF RECOMMENDATION

Staff supports the reading of the proclamation.

SUGGESTED MOTION

“I move to proceed with the reading of the Pride Month Proclamation”

ATTACHMENTS:

Attachment #1 – Pride Month Proclamation

PROCLAMATION

CITY OF ROSEBURG, OREGON

LGBTQ+ Pride Month

- WHEREAS:** our nation was founded on the principal of equal rights for all people, but the fulfillment of this promise has been long in coming for many Americans; and
- WHEREAS:** the historical riot at Stonewall in New York City on June 28, 1969 is considered a turning point for LGBTQ liberation in the United States; and
- WHEREAS:** For more than 50 years, June has been celebrated as LGBTQ+ Pride Month nationwide in honor of the LGBTQ+ citizens that rose up and fought discriminatory laws at Stonewall; and
- WHEREAS:** everyone should be able to live without fear of prejudice, discrimination, violence, and hatred based on race, ethnicity, religion, class, gender identity, sexual orientation, age, mental or physical disability and to be supported by their peers, educators, and community leaders; and
- WHEREAS:** June has become a nationally recognized moment to celebrate and honor the way LGBTQ+ Americans have overcome adversity and enriched our society; and
- WHEREAS:** Roseburg, Oregon celebrates and honors its diverse community that includes people of all races, ethnicities, religions, and professions. Roseburg strives to be a community where everyone is welcomed and celebrated for our differences, rather than being limited by what might divide us;

NOW, THEREFORE, I, Larry Rich, Mayor of the City of Roseburg, do hereby proclaim the month of June 2022 to be

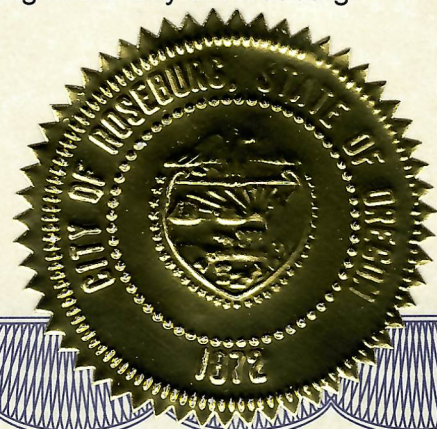
LGBTQ+ Pride Month

in recognition and celebration of the many ways that diversity in our community enriches the lives of everyone living in the City of Roseburg.

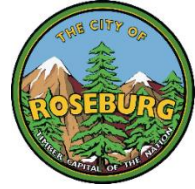
DATED this 13th day of June 2022.



The Honorable Mayor Larry Rich



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



ROSEBURG CITY CHARTER REVIEW COMMITTEE APPOINTMENTS

Meeting Date: June 13, 2022
Department: Administration
www.cityofroseburg.org

Agenda Section: Commission Reports
Staff Contact: Amy Sowa, ACM/City Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

A new Roseburg City Charter Review Committee was recently formed and is to include three city resident members.

BACKGROUND

A. Council Action History.

June 25, 2012: Staff provided a report to Council regarding revisions to the Charter and proposing a timeline to place a measure on the ballot in May of 2013. No further action was taken, and no changes were made to the Charter.

February 14, 2022: Staff provided a report to Council regarding establishing a committee to consider revisions to the Charter.

May 9, 2022: Upon receipt of three applications (one arriving after the deadline), Council asked staff to solicit additional candidates for consideration at a later meeting.

B. Analysis.

On February 14, 2022, Council directed staff to form a City Charter Review Committee made up of the City Recorder, City Attorney, councilors and city residents. Councilors Sheri Moothart, Andrea Zielinski and Bob Cotterell were approved by the Mayor to serve on this committee.

Recruitment for three citizen positions was posted on the City's website, social media and sent to the local news media starting April 12, 2022. Two applications were received by the deadline of 5:00 p.m. April 29, 2022. A third application was received shortly after the deadline.

Following direction from Council on May 9, a second recruitment went out to the same outlets noted above with a deadline to submit applications of 5:00 p.m. June 3, 2022. Two additional applications were received during that recruitment period, making a total of five (5) applications received for three resident positions. All five applications are attached. This committee will meet monthly for a period of approximately six months.

The Roseburg City Charter Review Committee will work with staff and the City Attorney to review the current Charter for sections and/or language that may be outdated, and propose amendments for an updated Charter to the Council. This committee will report to the Roseburg City Council. Any amendments to the Charter require a vote of the people.

C. Financial/Resource Considerations.

There is no financial impact in appointing three citizen members to this committee. If a measure to amend the Charter is submitted for the May 16, 2023, Special Election, the City's costs could be between \$1500 and \$2000. Funds are available for this expense.

D. Timing Considerations.

Staff estimates review of the Charter by the committee and review of proposed amendments by the Council will take approximately seven months to complete. To meet the March 16, 2023, deadline to submit a measure for the May 16, 2023, election, Council would need to take action to place a measure on the ballot during a regular Council meeting no later than February 20, 2023.

COUNCIL OPTIONS

1. Appoint one, two or three citizen members to the City Charter Review Committee;
or
2. Choose to solicit additional candidates for consideration at a later meeting.

STAFF RECOMMENDATION

Staff has no recommendation regarding appointment. Councilors Zielinski, Moothart and Cotterell reviewed the applications and will present their recommendation to the Council for consideration.

SUGGESTED MOTION

If Council is ready to proceed with appointments, a separate motion is needed for each applicant. The appropriate motion would be:

"I MOVE TO APPOINT _____ TO THE ROSEBURG CITY CHARTER REVIEW COMMITTEE."

ATTACHMENTS:

- Attachment #1 – Jeffrey Weller Application
- Attachment #2 – Betsy Cunningham Application
- Attachment #3 – Ashley Hicks Application
- Attachment #4 – Mike Baker Application
- Attachment #5 – Sheila Cox Application



**CITY OF ROSEBURG
COMMITTEE APPLICATION**

Application for Appointment to:
ROSEBURG CITY CHARTER REVIEW COMMITTEE

The Roseburg City Charter Review Committee will work with staff and the City Attorney to review the current Charter for sections and/or language that may be outdated, and propose amendments for an updated Charter to the Council. This committee will report to the Roseburg City Council. Any amendments to the Charter require a vote of the people.

Name: Weller Jeffrey
Last First

Home Address: 1531 NW Primrose Ct 97471
Street Zip Code

Phone Number: (916) 230-6701 Cell Phone: (916) 230-6701

Email Address: jwellercpa@hotmail.com

Occupation Semi-retired CPA / Jeffrey M. Weller, CPA, MST
Place of Employment

Business Address P.O. Box 974, Roseburg, OR 97470 (916) 230-6701
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

50+ years professional accounting, tax, and consulting work. City of Roseburg Budget Committee. Douglas County Grand Jury. Board of Directors, Umpqua Actors Community Theater.

I hope to bring my years of experience working with people at all levels of education and financial status, along with extensive business acumen and technical abilities to assist the other Committee members in reviewing and modifying the current Charter to better reflect current conditions and activities within the city.

5. Please give a brief description of your involvement in community groups and activities.
City of Roseburg Budget Committee. Douglas County Grand Jury. Umpqua Actors
Community Theater Sponsor and Board of Directors.

6. Please list community topics of particular concern to you that relate to this
appointment.

Finance/Economic Development, homelessness/affordable housing, business licensing
and activities, law enforcement and other protective services. Getting a city charter that
citizens are interested in reading to learn and understand more about how the city is
governed.

7. Please list your reasons for wishing to be appointed.

I can bring my attention to detail, editing capabilities, and language skills to this project.
My associations with many attorneys over the years have given me familiarity with legal
concepts and wording. I am also willing to ask for (or provide) clarification when
questions arise. All of which also leads to my being considered one who relies on and
works well with others to accomplish given tasks.

8. Are you able to attend meetings virtually?

Yes

Meetings will generally be held on the 4th Wednesday of each month at 4:00 p.m. Are
you available to meet at that time? Yes No

Jeffrey M Weller

Digitally signed by Jeffrey M Weller
Date: 2022.04.27 14:13:25 -07'00'

04/27/2022

Applicant Signature

Date

Return completed application to the City Administration Office, 900 SE Douglas,
Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

You will be advised when the City Council will make appointments.

Information on this form is public information.
Thank you for your expression of interest in serving the community.



CITY OF ROSEBURG COMMITTEE APPLICATION

Application for Appointment to:
ROSEBURG CITY CHARTER REVIEW COMMITTEE

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Name: Cunningham Betsy
Last First

Home Address: 805 SE Stephens Apt 208, Roseburg 97470
Street Zip Code

Phone Number: _____ Cell Phone: (541) 580-2746

Email Address: cea2day@gmail.com

Occupation Retired /n/a
Place of Employment

Business Address n/a _____
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?
I completed college level course work about municipal government, including charters and other operational aspects of Oregon cities. I am familiar with relevant Oregon law, as well as practices for good governance. I see the city Charter as the starting point to ensure that for our all our citizens. I hope to contribute to a full review of our Charter that will evaluate it against a variety of our current needs. I also have some skills regarding outreach, which can help expand citizen involvement in the process.

5. Please give a brief description of your involvement in community groups and activities. Founder/chair of Housing First Umpqua (homeless advocacy). Served on City of Roseburg Homeless Commission's Basic Needs Committee. Serve on HTAG's Basic Needs & Housing Committees. Conduct online community discussion forums about various local issues. Prior: SERVICE/Neighborhood Watch (working to revitalize it now). Senior Center Farmers Market. Part of successful effort to revitalize Glide Community Club.
6. Please list community topics of particular concern to you that relate to this appointment.

Number one is having a Charter that is consistent with our deeds and needs. I would like to see a change to the process used to elect city councilors and mayor to make sure that people do not win by just a plurality and that those elected to these positions more clearly reflect at least a simple majority of voters. Also we might need to look at possible local control of campaign finance for city elections.

7. Please list your reasons for wishing to be appointed.
Before the city decided to convene this Charter Review Committee, I had been discussing with others in the community about the need for change to our city Charter for a while. Even the possible need for a citizens committee to look at making it happen. It seems that we might achieve a better outcome by having this take place within the City's Charter Committee process. Maybe we can find common ground and save time and money by having just one full proposal being put before the voters.
8. Are you able to attend meetings virtually?

Yes.

Meetings will generally be held on the 4th Wednesday of each month at 4:00 p.m. Are you available to meet at that time? Yes No

Astey Cunningham

Applicant Signature

04/25/2022

Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

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CITY OF ROSEBURG COMMITTEE APPLICATION

Application for Appointment to:

ROSEBURG CITY CHARTER REVIEW COMMITTEE

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Name: Hicks Ashley
Last First

Home Address: 730 Se Flint Street 97470
Street Zip Code

Phone Number: (541) 541-673-0416 Cell Phone: (541)530-1460

Email Address: Ashleynroseburg@hotmail.com

Occupation Small Business Owner Superior Drywall Company LLC
Place of Employment

Business Address 730 Se Flint Street (541) 673-0416
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?
I was elected and served four years as Roseburg city councilor. I have owned and operated a business for over twenty years here in Roseburg, Oregon

5. Please give a brief description of your involvement in community groups and activities.
Mostly community cleanup and working with ODOT on beautification projects.

6. Please list community topics of particular concern to you that relate to this appointment.

City manager residency, livestock ordinance, city council travel and expense just to name a few.

7. Please list your reasons for wishing to be appointed.

I have read the entire city charter and look forward to reviewing each section with this committee.

8. Are you able to attend meetings virtually?

Yes

Meetings will generally be held on the 4th Wednesday of each month at 4:00 p.m. Are you available to meet at that time? Yes No

Applicant Signature

Date
April 29, 2022

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

You will be advised when the City Council will make appointments.

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CITY OF ROSEBURG COMMITTEE APPLICATION

Application for Appointment to:
ROSEBURG CITY CHARTER REVIEW COMMITTEE

The Roseburg City Charter Review Committee will work with staff and the City Attorney to review the current Charter for sections and/or language that may be outdated, and propose amendments for an updated Charter to the Council. This committee will report to the Roseburg City Council. Any amendments to the Charter require a vote of the people.

Name: Baker Mike
Last First

Home Address: 1522 NW Rachel 97471
Street Zip Code

Phone Number: (541) 215-5990 Cell Phone: _____

Email Address: mjbaker65@mydfn.net

Occupation Region Planning Manager / ODOT
Place of Employment

Business Address 3500 NW Stewart Parkway (541) 957-3500
Phone

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

Served 8 years on the City Council, 4 years on Planning Commission, and 18 years on budget committee. Through my employment, I am familiar with reading, writing, and interpreting statutes, administrative rules, plans, and ordinances.

5. Please give a brief description of your involvement in community groups and activities.
Besides city committees, I serve as a Director on the Transportation District and Board member of HADCO. I am the budget chair for RUSA. I have served on the board for Casa de Belen and various positions with Boy Scouts.

6. Please list community topics of particular concern to you that relate to this appointment.

I would like to see a 40 year old code updated to meet today's needs. I would be interested in any focus areas desired by Council.

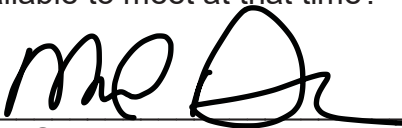
7. Please list your reasons for wishing to be appointed.

I am familiar with the city charter and operations of the city. Hoping to lend a reasonable voice to this important task.

8. Are you able to attend meetings virtually?

Yes.

Meetings will generally be held on the 4th Wednesday of each month at 4:00 p.m. Are you available to meet at that time? Yes No



Applicant Signature

05/11/2022

Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

You will be advised when the City Council will make appointments.

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Thank you for your expression of interest in serving the community.



**CITY OF ROSEBURG
COMMITTEE APPLICATION**

Application for Appointment to:
ROSEBURG CITY CHARTER REVIEW COMMITTEE

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Name: COX SHELLA
Last First

Home Address: 1562 NW KEASEY ROSEBURG, OR 97471
Street Zip Code

Phone Number: 541/817-5874 Cell Phone: 541/817-5874

Email Address: sheilarai56@gmail.com

Occupation RETIRED / _____
Place of Employment

Business Address _____ Phone _____

1. Do you reside within the Roseburg city limits? Yes No

2. Do you own property or a business within the City? Yes No

3. How did you learn about this vacancy?
Newspaper Social Media City Website Word of Mouth

Other Please Specify: _____

4. What experience/training do you have that qualifies you for this particular appointment and what specific contributions do you hope to make?

CITY RECORDER FOR 30 YEARS - WROTE
DRAFT CHARTER YEARS AGO.

5. Please give a brief description of your involvement in community groups and activities.

CITY COUNCILOR FOR A YEAR+

6. Please list community topics of particular concern to you that relate to this appointment.

THE CHARTER & OTHER LOCAL CONCERNS

7. Please list your reasons for wishing to be appointed.

HELP GET THIS ACCOMPLISHED!

8. Are you able to attend meetings virtually?

yes

Meetings will generally be held on the 4th Wednesday of each month at 4:00 p.m. Are you available to meet at that time? Yes No


Applicant Signature

5/11/22
Date

Return completed application to the City Administration Office, 900 SE Douglas, Roseburg, OR 97470 or e-mail to info@cityofroseburg.org.

You will be advised when the City Council will make appointments.

Information on this form is public information.
Thank you for your expression of interest in serving the community.

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
May 23, 2022**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:04 p.m. on May 23, 2022 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon. Councilor Cotterell led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Shelley Briggs Loosley, Beverly Cole, Bob Cotterell, Brian Prawitz, Kylee Rummel and Patrice Sipos.

Absent: Councilors Sheri Moothart and Andrea Zielinski

Others Present: Assistant City Manager/ Recorder Amy Sowa, Acting City Attorney Robert Johnson, Community Development Director Stuart Cowie, Finance Director Ron Harker, Library Director Kris Wiley, Police Chief Gary Klopfenstein, Communications Specialist Suzanne Hurt and Management Assistant Koree Tate.

COMMISSION REPORTS

Mayor Rich chaired a Homeless Commission meeting on May 23, 2022. They received an HTAG update, Navigation Center update and discussed the audience participation format for in person meetings. Citizens would be allowed four minutes each with a total of fifteen minutes for all comments at the meetings. The Navigation Center would have a neighborhood open house on June 9, 2022 and a public open house on June 20, 2022. He encouraged all of Council to attend the public open house if their schedule allowed.

AUDIENCE PARTICIPATION

No one asked to participate.

CONSENT AGENDA

Councilor Cotterell moved to approve the following Consent Agenda items:

- A. Minutes of May 9, 2022 Council Special Meeting
- B. Minutes of May 9, 2022 Council Meeting
- B. Audience Participation Instructions Update

The motion was seconded by Councilor Sipos and approved with the following vote: Councilors Briggs Loosley, Cole, Cotterell, Prawitz, Rummel and Sipos voted yes. No one voted no.

SPECIAL PRESENTATION – DEVELOPABLE BUSINESS LANDS MAP PRESENTATION

Mr. Cowie introduced Kate Bentz, RARE AmeriCorps Member and Long-Range Planning Assistant, who had been in his department for most of a year. The department had been fortunate to have her on staff and commended her on her skills. Ms. Bentz provided a presentation regarding a developable business lands map that was a portal for information on commercial and industrial parcels. The idea originated from a vacant commercial and industrial lands inventory conducted in 2017. The goal with the map was to take an older inventory, go through all the properties to verify availability and move it to the website away from the original pdf format. The purpose of such a map was to have a site prospecting tool for business owners, assistance for developer/realtor/buyer due diligence, useful information and answers to simple

questions for zoning, overlays and more. The map provided a rough overview of business lands in Roseburg, could be narrowed down by filters and information gathered via the map. The map allowed citizens to have a baseline level of information before scheduling a pre-application meeting with staff in Community Development.

Ms. Bentz discussed the type of land options. Vacant land meant there was nothing at the property, no paving, no structure, nothing. There were options of vacant land on Diamond Lake Boulevard. Another type was a partially vacant piece of land. She showed an old mill site on Rifle Range Street that included structures currently used and developed, but also a large vacant area. Non-conforming use land was an area zoned one way, but with other non-conforming uses in place. An example was Joseph Street that was zoned light industrial, but most were used for residential. In the future, there might be interest to redevelop in that area. Unoccupied land showed business sites such as 464 SE Jackson Street where it used to be a Rite Aid Store. Those types of properties were typically developed, but was currently empty.

When thinking about vacant land, many wanted to know why it was empty. There were some limitations to business lands development such as slopes and hillsides, floodplain and wetlands. Other issues were lack of water lines, sewer lines, street infrastructure, parking areas, and available land did not meet business specific needs. There were plenty of conditions that made certain areas undesirable, expensive and infeasible. The City had a hillside development overlay which required a geotechnical report for developments to ensure things were built safely, prevent erosion or landslides, but could lead to increased costs and decreases in density. Floodplain regulations were previously presented to Council, and wetlands required mitigation, especially concentrated in areas like Diamond Lake Boulevard. The South Umpqua River, Deer Creek, and Newton Creek flowed through the city and there was not a lot of control over that.

Ms. Bentz said it could be difficult to balance limitations to try to offset costs and incentivize development. Some economic opportunity could be in the Diamond Lake Urban Renewal area where there could be urban renewal funding through programs to incentivize development. There were middle housing incentives for multi-family housing complexes and the City worked on a wetlands mitigation offset program along with transportation and public infrastructure improvements. Another economic opportunity was the enterprise zone that was administered by the Coos Curry Douglas (CCD) Business Development Corporation and Business Oregon. The enterprise zones abated property taxes for qualifying businesses. This was applied countywide and qualifications tend to focus on for-profit business operations that did not compete significantly within the local economy and that would bring in new income to the community.

Ms. Bentz provided a brief demonstration for the mobile and desktop version of the program. One can use the site to filter specific needs to zone type, specific zone or existing use or size. The more items chosen, the more narrow the list would show for parcel availability. Councilor Cotterell applauded her work for the program and wanted to know if it could be monitored to show usage. Ms. Bentz confirmed there were analytics that could be viewed to report to Council. In response to Councilor Prawitz, Ms. Bentz explained she used the City's GIS software, ESRI, which had templates when putting together the map, dashboard configuration and side sections. Councilor Cole asked if the program provided historical information for

parcels such as the empty lot where Safeway used to be. Mr. Cowie stated the program did not go in depth with history, but always encouraged people to contact his department to further research any needed information.

In response to Mayor Rich, Mr. Cowie explained his department would update the program annually based on their site reviews throughout the year. Ms. Bentz added the program would not increase parcels at this point unless the city expanded by annexation. Without annexation, the list would become smaller for available properties. Mr. Cowie noted he and Ms. Bentz had taken the program to show Keller Williams and the Realtor Association who were excited about the new tool for them to use. The point of the program was to make their life and potential buyers a little easier. When they had the ability to narrow a search, it would become more successful. For certain restrictions, easements, etc., it was still best to check with their department and/or County records. This was a fun project that was not reactionary. Ms. Bentz exceeded all their expectations.

ANNUAL FEE ADJUSTMENT – RESOLUTION NO. 2022-15 – GENERAL FEES AND RESOLUTION NO. 2022-16 – WATER RELATED FEES

Ms. Sowa explained during the May 9, 2022 Council Meeting, staff was directed to bring back fee adjustments per the appropriate index and fee adjustment resolutions for Council consideration. In response to Mayor Rich, Ms. Sowa explained the storm and water fees would only be 2% rather than the 4.5% that was suggested. The recommended adjustments were included in the full agenda packet. Ms. Sowa noted that the proposed fee increases would help the City to offset the cost of special services. Councilor Cotterell questioned if fees would increase due to the Governor’s recent drought declaration. Ms. Sowa explained if there was a severe drought, there could be limitations imposed for emergency situations and would follow the municipal code.

Councilor Prawitz moved to adopt Resolution No. 2022-15, entitled, “A Resolution Amending Resolution No. 92-13 Regarding Fees.” The motion was seconded by Councilor Briggs Loosley. Councilor Prawitz said the fact the City could have raised fees to a certain amount, but rather chose to cap them, was appreciated. The motion was approved with the following vote: Councilors Briggs Loosley, Cole, Cotterell, Prawitz, Rummel and Sipos voted yes. No one voted no. Mayor Rich declared Resolution No. 2022-15 as adopted.

Councilor Briggs Loosley moved to adopt Resolution No. 2022-16, entitled, “A Resolution Amending Resolution No. 91-18 Regarding Water Fees.” The motion was seconded by Councilor Cole and approved with the following vote: Councilors Briggs Loosley, Cole, Cotterell, Prawitz, Rummel and Sipos voted yes. No one voted no. Mayor Rich declared Resolution No. 2022-16 as adopted.

ITEMS FROM MAYOR/CITY COUNCIL/CITY MANAGER

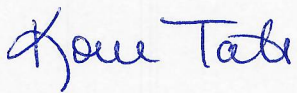
Councilor Prawitz said he had a chance to tour old town Portland with an ambassador from an organization called Street Roots. They reminded him humanity existed on the streets and had a continued need for compassion and communication within and between communities. He planned to invite one of the people he met to come to Roseburg and possibly meet with the Homeless Commission and Council. He suggested Streetroots.org for more information about their organization.

Councilor Prawitz said Council had the opportunity to recognize a couple important events in June that would make members of the community feel welcome and recognized. June was Pride Month and Juneteenth was coming up, which was a federally recognized holiday celebrating the emancipation of enslaved African Americans. He recommended recognizing both in June and was available to assist with the process for proclamations. Councilor Sipos supported a proclamation for both.

Councilor Cotterell said the Public Works Commission received a report as to the number of people who viewed their meetings online. He asked staff if it would be possible to obtain a similar verbal or written report to Council regarding Council Meetings.

ADJOURNMENT

The meeting adjourned at 7:42 p.m.



Koree Tate
Management Assistant



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC NEW OUTLET LOGGERS PIZZA & BEER LOCATED AT 1810 NE STEPHENS STREET #120

Meeting Date: June 13, 2022

Department: Administration

www.cityofroseburg.org

Agenda Section: Consent

Staff Contact: Koree Tate, Management Assistant

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

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

BACKGROUND

OLCC has received an application from Samuel Gross and Robert Forrester, Loggers Pizza & Beer owners, as a new outlet granted for "Full On-premises, Commercial," sales.

A. Council Action History.

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

B. Analysis.

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

C. Financial/Resource Considerations.

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

D. Timing Considerations.

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

COUNCIL OPTIONS

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

STAFF RECOMMENDATION

Staff recommends Council approval of the application as submitted.

SUGGESTED MOTION

“I MOVE TO RECOMMEND APPROVAL OF THE OLCC NEW OUTLET APPLICATION FOR LOGGERS PIZZA & BEER PLACE LOCATED AT 1810 NE STEPHENS STREET #120 IN ROSEBURG, OREGON.”

ATTACHMENTS:

Attachment #1 – Subject Application

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



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

PRINT FORM

Normandy

RESET FORM

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp:
Brewery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Brewery-Public House (BPH) 1 st location	Name of City or County:
BPH Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Distillery	Recommends this license be:
<input checked="" type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Passenger Carrier	By: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	Date: _____
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 st location	
GSP Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	OLCC USE ONLY
<input type="checkbox"/> Limited On-Premises	Date application received: <u>4/11/22</u>
<input type="checkbox"/> Off-Premises	Date application accepted: <u>4/11/22</u>
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 st Location	License Action(s):
Winery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/> (4 th) <input type="checkbox"/> (5 th) <input type="checkbox"/>	N/O

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)¹** applying for the license(s):

Loggers Tap House, Inc.

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See)

Loggers Pizza + Beer

4. Business Address (Number and Street Address of the Location that will have the liquor license)

1810 NE Stephens Street #120

City Roseburg	County Douglas	Zip Code 97470
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¹ **Read the instructions on page 1 carefully.** If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Loggers Pizza + Beer			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in <u>OAR 845-004-0065[1].</u>) 1224 NE Walnut Street PMB 279			
City Roseburg	State OR	Zip Code 97470	
9. Phone Number of the Business Location 541-671-2206		10. Email Contact for this Application and for the Business sam@old99brewing.com	
11. Contact Person for this Application Sam Gross		Phone Number 541-852-3599	
Contact Person's Mailing Address (if different) 273 Taft Drive	City Roseburg	State OR	Zip Code 97470

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

ATTESTATION: **READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM**

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. 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.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

Samuel R Gross

App. #1: (PRINT NAME)	App #1: (SIGNATURE)	App #1: Signature Date	Atty. Bar Information (if applicable)
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App. #2: (PRINT NAME)	App #2: (SIGNATURE)	App #2: Signature Date	Atty. Bar Information (if applicable)
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App. #3: (PRINT NAME)	App #3: (SIGNATURE)	App #3: Signature Date	Atty. Bar Information (if applicable)
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App. #4: (PRINT NAME)	App #4: (SIGNATURE)	App #4: Signature Date	Atty. Bar Information (if applicable)
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OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Loggers Tap House, Inc. Phone: 541-671-2206

Trade Name (dba): Loggers Pizza + Beer

Business Location Address: 1810 NE Stephens Street, Suite 120

City: Roseburg ZIP Code: 97470

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 11 AM to 9 PM
 Monday 11 AM to 9 PM
 Tuesday 11 AM to 9 PM
 Wednesday 11 AM to 9 PM
 Thursday 11 AM to 9 PM
 Friday 11 AM to 9 PM
 Saturday 11 AM to 9 PM

Outdoor Area Hours:

Sunday 11 AM to 9 PM
 Monday 11 AM to 9 PM
 Tuesday 11 AM to 9 PM
 Wednesday 11 AM to 9 PM
 Thursday 11 AM to 9 PM
 Friday 11 AM to 9 PM
 Saturday 11 AM to 9 PM

The outdoor area is used for:

- Food service Hours: 11 AM to 9 PM
- Alcohol service Hours: 11 AM to 9 PM
- Enclosed, how has a half wall around it _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: As weather and daylight hours change, the business / outdoor hours fluxuate between closing at 8 PM and 10 PM.

ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
 Monday _____ to _____
 Tuesday _____ to _____
 Wednesday _____ to _____
 Thursday _____ to _____
 Friday _____ to _____
 Saturday _____ to _____

SEATING COUNT

Restaurant: 46 Outdoor: 56
 Lounge: _____ Other (explain): Lottery - 6
 Banquet: _____ Total Seating: 108

OLCC USE ONLY

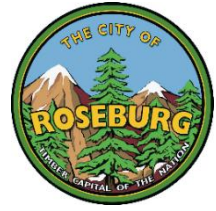
Investigator Verified Seating: _____(Y) _____(N)

Investigator Initials: _____

Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Date: 4/3/2022



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

OLCC NEW OUTLET SIZZLER USA RESTAURANTS, INC. LOCATED AT 1156 NW GARDEN VALLEY BOULEVARD

Meeting Date: June 13, 2022
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Koree Tate, Management Assistant
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

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

BACKGROUND

OLCC has received an application from Christopher Perkins and Kevin Perkins, Sizzler USA Restaurants, Inc. owners, as a new outlet granted for "Limited On-premises," sales.

A. Council Action History.

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

B. Analysis.

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

C. Financial/Resource Considerations.

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

D. Timing Considerations.

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

COUNCIL OPTIONS

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

STAFF RECOMMENDATION

Staff recommends Council approval of the application as submitted.

SUGGESTED MOTION

"I MOVE TO RECOMMEND APPROVAL OF THE OLCC NEW OUTLET APPLICATION FOR SIZZLER USA RESTAURANTS, INC. LOCATED AT 1156 NW GARDEN VALLEY BOULEVARD IN ROSEBURG, OREGON."

ATTACHMENTS:

Attachment #1 – Subject Application

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



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

PRINT FORM

RESET FORM

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp: _____
Brewery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Brewery-Public House (BPH) 1 st location	Name of City or County: _____
BPH Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Distillery	Recommends this license be: <input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	By: _____
<input type="checkbox"/> Full On-Premises, Passenger Carrier	Date: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	OLCC USE ONLY Date application received: _____ Date application accepted: _____ _____ License Action(s): _____
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 st location	
GSP Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input checked="" type="checkbox"/> Limited On-Premises	
<input type="checkbox"/> Off-Premises	
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 st Location	
Winery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/> (4 th) <input type="checkbox"/> (5 th) <input type="checkbox"/>	

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)¹** applying for the license(s):

Sizzler USA Restaurants, Inc.

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT _____ App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT _____

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT _____ App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT _____

3. Trade Name of the Business (Name Customers Will See) Sizzler		
4. Business Address (Number and Street Address of the Location that will have the liquor license) 1156 NW Garden Valley Blvd		
City Roseburg	County Douglas	Zip Code 97471

¹ **Read the instructions on page 1 carefully.** If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.



LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) Sizzler			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in OAR 845-004-0065[1].) Sizzler c/o Judy Gomez 23352 Madero Road, Suite B			
City Mission Viejo	State CA	Zip Code 92691	
9. Phone Number of the Business Location 541-672-5443		10. Email Contact for this Application and for the Business krista@liquorlicenseagents.com	
11. Contact Person for this Application Krista Garritano		Phone Number (310) 975-8588	
Contact Person's Mailing Address (if different) 5243 E Beverly Blvd	City Los Angeles	State CA	Zip Code 90022

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

ATTESTATION: **READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM**

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. 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.

I affirm that I have read [OAR 845-005-0311](#) and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per [OAR 845-005-0311\[6\]](#)) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

Christopher Perkins

2/23/22

App. #1: (PRINT NAME)

App #1: (SIGNATURE)

App #1: Signature Date

Atty. Bar Information (if applicable)

App. #2: (PRINT NAME)

App #2: (SIGNATURE)

App #2: Signature Date

Atty. Bar Information (if applicable)

App. #3: (PRINT NAME)

App #3: (SIGNATURE)

App #3: Signature Date

Atty. Bar Information (if applicable)

App. #4: (PRINT NAME)

App #4: (SIGNATURE)

App #4: Signature Date

Atty. Bar Information (if applicable)



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Sizzler USA Restaurants, Inc Phone: (541) 672-5443

Trade Name (dba): Sizzler

Business Location Address: 1156 NW Garden Valley Blvd

City: Roseburg ZIP Code: 97471

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 11:00 AM to 9:00 PM
Monday 11:00 AM to 9:00 PM
Tuesday 11:00 AM to 9:00 PM
Wednesday 11:00 AM to 9:00 PM
Thursday 11:00 AM to 9:00 PM
Friday 11:00 AM to 9:30 PM
Saturday 11:00 AM to 9:30 PM

Outdoor Area Hours: N/A

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

The outdoor area is used for:

- Food service Hours: _____ to _____
 Alcohol service Hours: _____ to _____
 Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:

- Live Music Karaoke
 Recorded Music Coin-operated Games
 DJ Music Video Lottery Machines
 Dancing Social Gaming
 Nude Entertainers Pool Tables
 Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: 140 Outdoor: 0
Lounge: 0 Other (explain): 0
Banquet: 0 Total Seating: 140

OLCC USE ONLY

Investigator Verified Seating: ____ (Y) ____ (N)

Investigator Initials: _____

Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

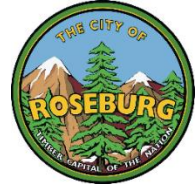
Applicant Signature: [Signature] Date: 2/23/22

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



SOUTHERN OREGON MEDICAL WORKFORCE DEVELOPMENT CENTER GRANT ACCEPTANCE

Meeting Date: June 13, 2022
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

For the past several years, the City has worked with community partners to develop a medical college in Roseburg. During the 2019 regular session, the Oregon Legislature funded the project through House Bill 5030, with the City of Roseburg as the grantee. The funding for all of the projects in that bill was rescinded when COVID-19 hit. In early March, HB 5202 was adopted by both the Oregon House and Senate and included \$5 million for the Southern Oregon Medical Workforce Center. The issue for the Council is whether to authorize the City Manager to accept the grant award of \$5M for this project.

BACKGROUND

A. Council Action History.

- On February 11, 2013, the Council authorized an agreement to provide \$30,000 for the medical education facility feasibility study.
- On January 16, 2016, the Council granted up to \$15,000 from the Economic Development Fund to support the next phase of the Medical Education Facility Project.
- On March 11, 2019, the Council authorized an additional \$25,000 to support funding for an Economic Study by ECONorthwest for the Medical Education Facility in Roseburg.
- On April 17, 2019, the Council directed staff to develop a letter related to financial support for the project.
- On May 13, 2019, the Council authorized the City Manager Pro-Tem to enter into a Memorandum of Understanding with Oregonians for Rural Health outlining the City's commitment to helping fund and construct the college contingent upon securing an adequate funding package and an acceptable long-term lease.
- *Not a Council Action – July 2019 – the Legislature approved \$10 million in funding for the Southern Oregon Medical Workforce Development Center with the City of Roseburg as grantee and a \$10 million matching requirement.*
- On November 25, 2019, the Council authorized the City Manager to join the Board of the Umpqua Valley Development Corporation (UVDC), a non-profit corporation formed to deliver the project.

- On February 10, 2020, the Council authorized the City Manager to negotiate an agreement with UVDC to provide \$60,000 from the Economic Development Fund to provide funding for project management services for the project, *and* authorized staff to submit a Declaration of Official Intent to reimburse project costs to the Oregon Department of Administrative Services for the project.
- *Not a Council Action – On July 10, 2020, the City received notification from the State of Oregon that due to projected losses in lottery revenues, the state would not be issuing lottery bonds and that funding would not be available for projects funded via House Bill 5030.*
- On August 24, 2020, the Council received an update from Phil Scheuers from PacWest regarding the project.
- January 24, 2022, the Council authorized the City Manager to execute a Memorandum of Understanding with the Umpqua Valley Development Corporation outlining the City's commitment to the Southern Oregon Workforce Development Center project, including designation of the City as the grant recipient/fiscal agent to receive the grant funds from the state.

B. Analysis.

Work to develop a medical college in the Roseburg area began in 2012 with leadership at CHI Mercy recognizing the severe shortage of healthcare workers, especially in rural areas. Shortly thereafter, the Partnership got involved with the project and solicited funding from the City to fund an initial financial feasibility study. Once the legislature funded the project in 2019, the UVDC formed with the sole purpose of moving this project forward to fruition. Then COVID hit and things slowed significantly when the state made the decision to not sell lottery bonds in 2020. Since that time, UVDC has continued to work on securing academic partners.

The request before Council is to accept the grant award of \$5 million from the state for the medical college.

C. Financial/Resource Considerations.

The proposed FY 2022-23 Grant Fund budget includes the acceptance of the \$5 million state grant.

D. Timing Considerations.

The grant funds are supposed to be distributed prior to June 30, 2022. In order to facilitate this timeline, the City must enter into an agreement with the State. Staff has not received the agreement yet, but in order to meet the timelines, it would be helpful for Council to authorize the City Manager to execute the agreement to accept the funds.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize the City Manager to enter into an agreement with the State to accept the \$5 million in grant funding for the Southern Oregon Workforce Development Center; or
2. Request additional information; or

3. Do nothing.

STAFF RECOMMENDATION

Bringing an expanded medical education facility to Roseburg has been a priority for close to a decade. “Support effort to construct the Allied Health College” is a milestone under City Council Goal #4 – Take a proactive role in community economic development and revitalization. Benefits of the project range from economic development to increasing capacity of the local health care system. Staff recommends the Council authorize the City Manager to enter into an agreement with the State to accept the \$5 million in grant funds.

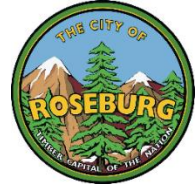
SUGGESTED MOTION

“I MOVE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE STATE OF OREGON TO ACCEPT THE \$5 MILLION IN GRANT FUNDING FOR THE SOUTHERN OREGON WORKFORCE DEVELOPMENT CENTER PROJECT.”

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



OREGON HOUSING AND COMMUNITY SERVICES (OHCS) GRANT ACCEPTANCE

Meeting Date: June 13, 2022
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Amy Sowa, ACM/Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The City of Roseburg has purchased property for use as a navigation center and entered into an agreement with United Community Action Network (UCAN) to operate the center. The City applied for \$1 million in grant funds available from the Oregon Housing and Community Services (OHCS) to help fund operations of the center. Council is being asked to accept the grant funds from OHCS.

BACKGROUND

A. Council Action History.

June 14, 2021: Council authorized the City Manager to execute an agreement with the State of Oregon accepting a \$1.5 million grant to establish and operate a navigation center.

January 24, 2022: Council approved purchase of property at 948 SE Mill Street for use as a navigation center – the purchase closed on February 25, 2022.

March 14, 2022: Council approved entering into an agreement with UCAN to provide operating services for the navigation center.

March 28, 2022: Council authorized the City Manager to enter into two master agreements with Umpqua Health Alliance for a total of \$300,000 in funding for the navigation center.

B. Analysis.

Since being awarded a \$1.5 million grant from the State of Oregon to establish a navigation center with supportive services, the City has purchased a facility to use for a navigation center and entered into an agreement with UCAN to operate the center.

Funds from the \$1.5 million grant have been used to purchase the property and hire an architect to assess improvements to the building to make it suitable for a shelter, identify a budget and identify a procurement method for any proposed improvements. The remainder of the funds (approximately \$1.2 million) will be used towards any improvement

to the building and to pay for operations. The cost to operate the center 24/7 for the first fourteen months is anticipated to be an amount not to exceed \$1.75 million. UCAN has started hiring employees and putting processes into place for phase 1 of the navigation center, which will include 10 pallet shelters and wraparound services. The navigation center is scheduled to open no later than June 30, 2022.

In response to the need for additional funding to operate navigation centers throughout the state, OHCS set aside \$8 million with \$1 million to be awarded to each of the eight entities that had received state funding to establish a navigation center, including the City of Roseburg. To receive the funds, the City was required to complete an application and submit it to OHCS. With the assistance of UCAN staff, city staff completed the application and submitted it to OHCS by the deadline of April 22, 2022. On May 27, 2022, the city received notification that the application received initial approval. Formal notification and a final agreement are pending, with funds expected to be allocated by the end of June.

C. Financial/Resource Considerations.

The cost of operations of the center for the first fourteen months is expected to be an amount not to exceed \$1.75 million. To fully fund operations, additional funding is needed.

D. Timing Considerations.

The navigation center is scheduled to be operating by June 30, 2022. Additional funding will be needed to cover operational costs once the \$1.5 million grant funding is expended.

COUNCIL OPTIONS

Council has the following options:

1. Authorize the City Manager to enter into an agreement with OHCS to accept grant funding in the amount of \$1 million to assist with cost of operations of the navigation center; or
2. Request additional information; or
3. Do nothing.

STAFF RECOMMENDATION

The Homeless Commission discussed this item during their meeting on April 25, 2022, and recommended the City Council accept grant funding from Oregon Housing and Community Services for the navigation center.

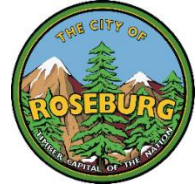
SUGGESTED MOTION

“I MOVE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH OHCS TO ACCEPT GRANT FUNDING IN THE AMOUNT OF \$1 MILLION FOR THE NAVIGATION CENTER.”

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



USE OF ARPA FUNDS TO PURCHASE CRITICAL IT FIREWALL AND THREAT DEFENSE AND MALWARE SERVICES

Meeting Date: June 13, 2022
Department: Finance
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

The City recently learned that support for its Cisco firewalls and threat defense and malware services will no longer be supported in the near future. This is a critical component for safeguarding our network from cyber-attack, hacking, malware and other threatening actions. In order to safeguard the City's IT infrastructure, it is critical to acquire a new firewall and threat defense and malware services.

As the City recently learned of the pending termination of support services, the replacement of this component was not budgeted, so it is proposed to utilize \$49,221.96 of ARPA funds for this project. The purchase amount is within the City Manager's authority. The issue for Council is whether to authorize the use of ARPA funding or another funding mechanism for the purchase.

BACKGROUND

A. Council Action History.

Council has no history regarding this item.

B. Analysis.

The City recently learned that Cisco, in the near future, will no longer support the City's Cisco firewall and its corresponding threat defense and malware services that run on the firewall. The firewall and the related cyber-security services that run on the firewall, comprise a critical component of the City's defenses against threatening intrusions such as cyber-attacks, hacking, malware and other such malicious actions. Due to the critical nature of this component, it is imperative that the City replace the Cisco firewalls and update the threat defense and malware services as soon as possible.

Replacement of the firewalls requires an elevated level of technical expertise to: 1) configure basic intrusion policies, and 2) audit the existing configuration to remove obsolete items and bring the firewall up to best practices while remaking existing Network Address Translation (NAT), Access list and URL policies. In order to effectively and efficiently carry out the required work, the City needs to engage the services of a third

party vendor that provides IT solutions that encompass network connections, unified communications, and security.

The City received a quote from Ednetics for the replacement of the two Cisco firewalls, threat defense and malware, with configuration and installation for \$49,221.96. The quote was provided using NASPO (National Association of State Procurement Officials), a cooperative purchasing agreement that Oregon Cooperative Program (ORCPP) members can utilize. The City confirmed with Department of Administrative Services (DAS) Procurement Services that it is able to utilize this contract to purchase the equipment and services.

The City has a long history working with Ednetics and they are completely knowledgeable of the City's network buildout, intrusion policies, URL policies and other critical elements of this project.

Since the City did not identify the replacement of the firewalls in the current fiscal year or the next, the project is unfunded at this time. Given the critical need to ensure the security and the integrity of the City's network, it is proposed that Council authorize the use of ARPA funds to facilitate this project. The American Rescue Plan Special Revenue Fund has significant uncommitted appropriation authority in both the current fiscal year and the 2022-23 fiscal year, which can be used to fund this project.

C. Financial/Resource Considerations.

As this project is not currently budgeted, there would be a negative impact of \$49,221.96 to the American Rescue Plan Special Revenue Fund's balance. However, the contract amount only constitutes 1.8 percent of this year's American Rescue Plan Special Revenue appropriations or 1.6 percent of next year's appropriations. Given the immense expense of having to recover from a potential malicious intrusion, the \$49,221.96 is relatively inexpensive and provides a significant return on investment.

D. Timing Considerations.

Staff was informed that the lead-time on the firewall is 91 days. Since the firewall and services will no longer be supported in the near future, it is critical that the City proceed with the project as soon as possible.

COUNCIL OPTIONS

- 1) Authorize the use of \$49,221.96 of ARPA funds from the American Rescue Plan Special Revenue Fund to facilitate the firewall, threat defense and malware, and configuration and installation project; or
- 2) Authorize the use of \$49,221.96 of General Fund's contingency to facilitate the firewall, threat defense and malware, and configuration and installation project; or
- 3) Authorize the use of \$49,221.96 from an alternative fund to facilitate the firewall, threat defense and malware, and configuration and installation project.

STAFF RECOMMENDATION

Given the need to proceed quickly and because there is ample unrestricted appropriation authority in the American Rescue Plan Special Revenue Fund, staff recommends that Council authorize the use of ARPA funds to facilitate this project.

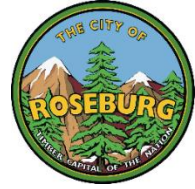
SUGGESTED MOTION

“I move to authorize the use of \$49,221.96 from ARPA funds from the American Rescue Plan Special Revenue Fund to facilitate the firewall, threat defense and malware, and configuration and installation project.”

ATTACHMENTS:

none

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION 2022-17 2022-23 BUDGET ADOPTION

Meeting Date: June 13, 2022
Department: Finance
www.cityofroseburg.org

Agenda Section: Public Hearing
Staff Contact: Ron Harker
Contact Telephone Number: 541-492-6710

ISSUE STATEMENT AND SUMMARY

Oregon Local Budget Law requires the City of Roseburg to conduct a public hearing on the 2022-23 budget as approved by the Budget Committee May 10, 2022, and on the proposed uses of State Revenue Sharing funds.

In addition, a resolution is required to adopt the budget, authorize the City to receive State Revenue Sharing funds, make appropriations, and levy and categorize ad valorem property tax for the City of Roseburg for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

BACKGROUND

A. Council Action History.

The budget is adopted before June 30th and effective July 1st of each year.

B. Analysis.

The budget document was distributed to members of the Budget Committee on May 3, 2022. The budget document was made public by posting on the City website and by making available a hard-copy at City Hall on May 3, 2022. City Manager Nikki Messenger presented the budget document and message on May 10, 2022, and a public hearing on possible uses of State Revenue Sharing funds was conducted. The Budget Committee deliberated on the proposed budget, sought public input and approved the budget as presented on May 10, 2022, with no modifications from the proposed budget.

Appropriations in the attached resolution and exhibit are based upon the budget approved by the Committee.

C. Financial/Resource Considerations.

Total requirements for 2022-23 are \$100,420,184.

The estimated revenue from State Revenue Sharing is \$310,000. The funds will be used to support General Fund services.

D. Timing Considerations.

Budget adoption is required before the beginning of the new fiscal year on July 1, 2022. A copy of the resolution electing to receive State Revenue Sharing funds must be filed with the Oregon Department of Administrative Services not later than July 31, 2022.

COUNCIL OPTIONS

- 1) Adopt the Approved Budget as submitted; or
- 2) Recommend revisions to the Approved Budget; or
- 3) Schedule budget adoption for another meeting prior to July 1, 2022.

If any changes are necessary after the Budget Committee approves the budget, the governing body must make the revisions when adopting the budget. Revisions that do not increase the total approved budget will not affect the resolution as presented but may change the appropriations as listed on the attached exhibit.

Per ORS 294.456, the governing body is limited to increasing expenditures in a fund by no more than \$5,000 or 10 percent, whichever is greater, of the approved budget. If a larger expenditure increase is desired, the budget summary is required to be republished and a second public hearing is required prior to July 1, 2022.

STAFF RECOMMENDATION

Upon conclusion of the Public Hearing, it is Staff's recommendation that Council adopt the attached resolution with any modifications that Council deems prudent.

SUGGESTED MOTION

"I move to adopt Resolution 2022-17 adopting the 2022-2023 Budget as approved by the Budget Committee."

ATTACHMENTS:

- Attachment #1 – Resolution 2022-17
- Attachment #2 – Exhibit A

RESOLUTION NO. 2022-17

**A RESOLUTION ADOPTING THE 2022-2023 BUDGET; LEVYING AND
CATEGORIZING TAXES FOR SAID TAX YEAR; ELECTING TO RECEIVE
STATE REVENUE SHARING; AND MAKING APPROPRIATIONS**

WHEREAS, the Budget Committee of the City of Roseburg, Oregon, has approved a proposed budget for the fiscal year commencing July 1, 2022; and

WHEREAS, at a regular meeting of the City Council held on June 13, 2022, a public hearing on said proposed budget was duly held after the giving of notice thereof as provided by statute, proof of which is on file in the Office of the City Recorder of the City; and

WHEREAS, ORS 294.456 requires the adopted budget to be appropriated by fund and requirement category; and

WHEREAS, ORS 294.456 requires local governments to take formal action to declare the ad valorem tax rate or amount to be certified to the assessor and to itemize and categorize the ad valorem property tax amount or rate; and

WHEREAS, ORS 221.770 requires local governments to take formal action to declare their desire to receive state revenue sharing money; and

WHEREAS, the officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following service(s): (1) police protection; (2) fire protection; (3) street construction, maintenance and lighting; (4) sanitary sewer; (5) storm sewers; (6) planning, zoning and subdivision control; and (7) one or more utility services; and city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760; and

WHEREAS, the City of Roseburg certifies that it provides all of the municipal services outlined above, except the provision of sanitary sewer.

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

Section 1. After a public hearing held on June 13, 2022, the Roseburg City Council hereby adopts the budget for the fiscal year 2022-2023 in the sum of \$100,420,184, a copy of which is now on file at City Hall.

Section 2. The City hereby levies the taxes for each fund provided for in the aggregate amount of \$8.4774 per \$1,000, be assessed pro rata upon all taxable property within the City of Roseburg, Oregon.

Section 3. The City hereby declares the following allocation and categorization, subject to the limits of Section 11b, Article XI of the Oregon Constitution, constitute the preceding aggregate levy:

Subject To General Government Limitation
Permanent Rate per Thousand \$8.4774

Section 4. The City hereby elects to receive state revenues for fiscal year 2022-2023 pursuant to ORS 221.770.

Section 5. The amounts designated for the purposes set forth in Exhibit "A" are appropriated for the purposes and in the amount set forth in that Exhibit.

Section 6. The Recorder of said City shall certify to the County Clerk and County Assessor of Douglas County, Oregon, the tax levies provided for in this Resolution on or before July 15, 2022, and shall file required documents with the County Assessor in accordance with ORS 294.458.

Section 7. This Resolution shall become effective immediately upon adoption by the Roseburg City Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING ON THE
13TH DAY OF JUNE, 2022.**

Larry Rich, Mayor

Amy L. Sowa, Assistant City Manager / Recorder

EXHIBIT "A"
2022-2023 BUDGET APPROPRIATIONS

GENERAL FUND

Departments

◆ Administration	\$	3,070,390	
◆ Community Development		953,132	
◆ Library		572,487	
◆ Public Works		3,994,139	
◆ Parks and Recreation		2,021,019	
◆ Municipal Court		549,585	
◆ Police Department		8,717,880	
◆ Fire Department		8,258,764	
◆ Capital Outlay		42,500	
◆ Transfers		945,000	
◆ Other Requirements		141,000	
◆ Operating Contingency		1,000,000	\$ 30,265,896

SPECIAL REVENUE FUNDS

Grant Special Revenue

◆ Materials and Services		3,710,891	
◆ Capital Outlay		5,000,000	8,710,891

Hotel/Motel Tax

◆ Materials and Services		784,389	
◆ Transfers		626,548	1,410,937

Streetlight/Sidewalk

◆ Materials and Services		89,422	
◆ Capital Outlay		407,500	
◆ Operating Contingency		499,532	996,454

Bike Trail

◆ Materials and Services		10,000	
◆ Capital Outlay		280,000	
◆ Operating Contingency		124,655	414,655

Golf

Departments

◆ Materials and Services		32,200	
◆ Capital Outlay		35,000	
◆ Operating Contingency		117,695	184,895

Economic Development Fund

◆ Materials and Services		211,024	
◆ Capital Outlay		25,000	236,024

Library Special Revenue Fund

◆ Materials and Services		147,182	
◆ Capital Outlay		30,000	177,182

American Rescue Plan Special Revenue Fund

◆ Materials and Services		1,050,000	
◆ Capital Outlay		2,000,000	
◆ Transfers		50,000	3,100,000

Assessment

◆ Materials and Services		115,000	
◆ Capital Outlay		1,000,000	1,115,000

Stewart Trust- Special Revenue Fund

◆ Capital Outlay		30,000	30,000
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EXHIBIT "A"
2022-2023 BUDGET APPROPRIATIONS

DEBT SERVICE FUNDS

Pension Bond Debt Service Fund		
◆ Debt Service	526,770	526,770

CAPITAL PROJECTS FUNDS

Transportation		
◆ Materials and Services	1,471,934	
◆ Capital Outlay	1,205,000	
◆ Transfers	10,000	2,686,934

Park Improvement		
◆ Materials and Services	30,000	
◆ Capital Outlay	100,000	130,000

Equipment Replacement		
◆ Materials and Services	144,000	
◆ Capital Outlay	390,000	534,000

Facilities Replacement Fund		
◆ Materials and Services	36,313	
◆ Capital Outlay	120,000	156,313

ENTERPRISE FUNDS

Storm Drainage		
◆ Materials and Services	990,908	
◆ Capital Outlay	2,767,500	
◆ Operating Contingency	1,000,000	4,758,408

Off Street Parking		
Departments		
◆ Enforcement	279,568	
◆ Operating Contingency	56,347	335,915

Airport Fund		
Departments		
◆ Airport Operations	248,493	
◆ Capital Outlay	713,000	
◆ Debt Service	108,855	
◆ Operating Contingency	833,903	1,904,251

Water Service Fund		
Departments		
◆ Production	1,332,459	
◆ Transmission and Distribution	1,674,769	
◆ General Overhead	2,489,797	
◆ Capital Outlay	5,270,000	
◆ Operating Contingency	1,000,000	11,767,025

INTERNAL SERVICE FUND

Workers Compensation		
◆ Materials and Services	420,700	
◆ Operating Contingency	737,263	1,157,963

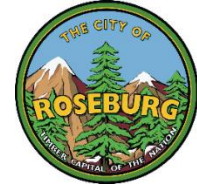
TOTAL BUDGET APPROPRIATIONS		\$ 70,599,513
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EXHIBIT "A"
2022-2023 BUDGET APPROPRIATIONS

This budget also includes unappropriated ending fund balances and reserves for future expenditures. A supplemental budget must be prepared to spend amounts reserved for future expenditure.

	<u>Reserve</u>	<u>Unappropriated Fund Balance</u>	<u>Total</u>	
General	\$ -	\$ 7,282,699	\$ 7,282,699	
Grant	72,026	-	72,026	
Hotel/Motel Tax	1,281,951	-	1,281,951	
Economic Development	159,794	-	159,794	
Library Special Revenue	89,316	-	89,316	
American Rescue Plan	1,781,688	-	1,781,688	
Assessment Improvement	543,667	-	543,667	
Stewart Trust	79,816	-	79,816	
Pension Bond Debt Service	-	68,344	68,344	
Transportation	4,363,004	-	4,363,004	
Park Improvement	570,526	-	570,526	
Equipment Replacement	1,859,474	-	1,859,474	
Facilities Replacement	230,472	-	230,472	
Storm Drain	-	5,005,056	5,005,056	
Water	-	6,432,838	6,432,838	
	<u>\$ 11,031,734</u>	<u>\$ 18,788,937</u>	<u>\$ 29,820,671</u>	<u>29,820,671</u>
TOTAL BUDGET				<u><u>\$ 100,420,184</u></u>

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



2022 PAVEMENT MANAGEMENT PROGRAM SLURRY SEALS BID AWARD RECOMMENDATION – 22PW02

Meeting Date: June 13, 2022
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

The City received bids for the 2022 Pavement Management Program Slurry Seal project on May 4, 2022. The issue for the Council is whether to award the construction contract.

BACKGROUND

A. Council Action History.
None

B. Analysis.

A slurry seal is a very thin layer of aggregate with an asphalt emulsifier applied to an existing pavement. Slurry seals are a preventative maintenance treatment used to prolong the life of the paved surface.

The project was advertised for bid on April 14, 2022. Three bids were received and are summarized below.

No.	Bidder	Schedule A	Schedule B	Total Bid
1	Pave Northwest, Inc.	\$ 147,798.26	\$ 35,140.28	\$ 182,938.54
2	VSS International, Inc.	\$ 223,430.00	\$ 16,895.00	\$ 240,325.00
3	Intermountain Slurry Seal	\$ 210,097.00	\$59,022.00	\$ 269,119.00
	<i>Engineer's Estimate</i>	\$ 137,461.20	\$ 33,441.60	\$ 170,902.80

Proposed Schedule A consists of 13 street segments at various locations totaling approximately 43,000 square yards. Proposed Schedule B consists of an additional 9 street segments totaling approximately 11,500 square yards.

C. Financial/Resource Considerations.

The FY 22-23 Transportation Fund Materials & Services budget includes \$200,000 to complete this project. Total project costs are estimated below.

Construction	\$ 147,798.26
Contingency (10% of const.)	\$ 7,389.91
Materials & Supplies	\$ 7,000.00
<u>Total Estimated Costs</u>	<u>\$ 162,188.17</u>

D. Timing Considerations.

If awarded, the Notice to Proceed will not be issued until after July 1, 2022. The contractor is allowed 79 calendar days to complete the project.

COUNCIL OPTIONS

The Council has the following options:

1. Award Schedule A of the contract to the lowest responsible bidder, Pave Northwest, Inc. for \$147,798.26; or
2. Request additional information; or
3. Reject all bids.

STAFF RECOMMENDATION

Funds have been budgeted and are available to construct the project. The bids appear both responsive and responsible. The Public Works Commission discussed this project at their May 12, 2022, meeting. The Commission unanimously recommended the City Council award the 2022 Pavement Management Program Slurry Seal Project to the lowest responsible bidder, Pave Northwest, Inc., for \$147,798.26. Staff concurs with this recommendation.

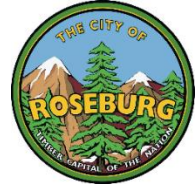
SUGGESTED MOTION

“I move to award the 2022 Pavement Management Program Slurry Seal Project to the lowest responsible bidder, Pave Northwest, Inc., for \$147,798.26.”

ATTACHMENTS:

None

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



AXON CONDUCTED ENERGY WEAPON CONTRACT

Meeting Date: June 13, 2022

Department: Police

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Chief Gary Klopfenstein

Contact Telephone Number: 541-492-6760

ISSUE STATEMENT AND SUMMARY

Council will be considering the renewal of the Police Department's Axon Conducted Energy Weapon (CEW) contract; CEWs are commonly referred to as Tasers.

BACKGROUND

A. Council Action History.

N/A

B. Analysis.

The Roseburg Police Department has utilized Axon CEW's since 2010, and depends heavily on CEWs as a non-lethal option. Axon recommends CEWs be replaced every five years, and the warranty on the devices expires after five years. As our current CEWs have aged, we have begun to experience issues with batteries and expected wear and tear of the devices.

The new five-year Axon CEW contract includes, but is not limited to: forty (40) Axon 7 CEWs, holsters, docks, licenses, duty and training cartridges, a target, instructor certification, and assistance from Axon's legal team in the event of a lawsuit.

C. Financial/Resource Considerations.

Axon's quote for a five-year CEW contract renewal is \$143,999.99, and reflects a \$27,951.08 bundle savings. The FY 22-23 Equipment Replacement Fund budget includes \$144,000 to cover this expense.

D. Timing Considerations.

Due to manufacturing and shipping challenges, Axon recommends placing orders several months early. The current Axon contract expires on August 31, 2022.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize the City Manager to execute the five-year Axon CEW contract for \$143,999.99, or;
2. Not authorize the contract.

STAFF RECOMMENDATION

Staff recommends the City Council authorize a five-year Axon CEW contract for \$143,999.99.

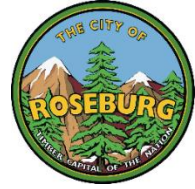
SUGGESTED MOTION

“I MOVE TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH AXON FOR A FIVE-YEAR CEW CONTRACT FOR \$143,999.99.”

ATTACHMENTS:

N/A

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER/PURCHASING AGENT AUTHORITY DISCUSSION

Meeting Date: June 13, 2022

Department: Administration

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Nikki Messenger

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The current purchasing agent authority was set in 2005. With supply chain and other current economic issues, purchasing has become problematic at times. The issue for Council consideration is whether to increase the dollar amount of the purchasing agent's authority and whether to update the contract classification amounts to account for inflation over the last 17 years. Staff is seeking direction. If Council determines that changes are needed, staff will bring an ordinance update to a future meeting.

BACKGROUND

A. Council Action History.

On February 28, 2005, the Council adopted Ordinance No. 3186 amending Chapter 3.06 of the Roseburg Municipal Code.

B. Analysis.

The Roseburg Municipal Code Chapter 3.06 outlines the City's contracting procedures. Three different sections have dollar limits involved that staff would like to bring to Council's attention and lead a discussion regarding the potential for updating the dollar amounts in these sections to improve efficiency and flexibility.

City Manager/Purchasing Agent Authority

In RMC 3.06.005, the Purchasing Agent is defined as the City Manager or the person(s) designated by the City Manager. RMC 3.06.015(B) states, "The Purchasing Agent is authorized to issue all solicitations and to award all public contracts for which the contract price is valued at or below \$50,000. The foregoing does not limit Purchasing Agent's authority to issue all solicitations and award all public contracts in any manner they deem to be in the best interest of the City in accordance with Section 3.06.025."

This \$50,000 limit on the City Manager's purchasing authority was established by Ordinance 3186 and became effective on March 1, 2005. At that time, the limit covered many purchases including light vehicles and other smaller equipment. Since that time, inflation has limited the buying power under this authority. A review of the online US

Bureau of Labor Statistics CPI Inflation Calculator indicates that \$50,000 in March 2005 has the same buying power as \$74,782 in April 2022.

With current market conditions, the two to six weeks it takes for items to be presented to Council for approval sometimes means we either lose access to the item or the price increases. A recent example is the forklift telehandler for the Parks Division. By the time the purchase went to the Parks Commission and then to the Council, the price had risen approximately \$14,000 and exceeded the approved amount and available budget, so it was not purchased. We anticipate similar issues with upcoming purchases scheduled for the Police Department, as many departments will be competing for a limited supply of vehicles available in the next fiscal year. While the vehicle price may be under the City Manager authority, the total with the upfitting will exceed it.

Direct Selection

RMC 3.06.025(A) refers to contracts under \$10,000 and states “Contracts for goods, services, public improvements and personal services for which the estimated contract price is valued at or below \$10,000 may be awarded by the Purchasing Agent by direct selection or any other method which the Purchasing Agent deems to be in the best interest of the City. The Purchasing Agent shall make a written record documenting the manner of selection and the reason why the selection was in the best interest of the City. A contract awarded under this Subsection may be amended only in accordance with this Section.”

Using the same CPI calculator, a value of \$10,000 in 2005 would be equal to \$14,956 today. However, the \$10,000 limit is set by state statute and cannot be adjusted at this time.

Informal Quotes

RMC 3.06.025(B) refers to contracts valued above \$10,000 and up to \$25,000 and states, “Except as otherwise provided in this Chapter, all contracts for goods, services, public improvements and personal services for an amount which is valued above \$10,000, up to and including \$25,000, may be awarded by the Purchasing Agent based on informal verbal quotes or informal verbal proposals. In soliciting the informal verbal quotes or informal verbal proposals, the Purchasing Agent shall seek quotes or proposals from a sufficiently large number of potential offerors to insure sufficient competition to meet the best interests of the City. An award based on receiving less than three informal verbal quotes or informal verbal proposals may be made only on a determination by the Purchasing Agent that potential offerors were given a reasonable opportunity to submit quotes or proposals.”

Using the same CPI calculator, a value of \$25,000 in 2005 would be equal to \$37,391 today. The issue that staff has run into multiple times lately is that contractors are too busy and do not want to provide quotes if they are not going to get the work. A good example of this is the fencing for the navigation center project. Staff initially got budget level quotes from a contractor to aid in the decision of what type of material to use. Once

that decision was made, staff requested informal quotes from three contractors and has not been able to obtain quotes back.

Informal Written Quotes

RMC 3.06.025(C) refers to contracts valued above \$25,000 and up to \$50,000 and states, "Except as otherwise provided in this Chapter, all contracts for goods, services, public improvements and personal services for an amount which is valued above \$25,000, up to and including \$50,000, may be awarded by the Purchasing Agent based on informal written quotes or informal written proposals. In soliciting the informal written quotes or informal written proposals, the Purchasing Agent shall seek quotes or proposals from a sufficiently large number of potential offerors to insure sufficient competition to meet the best interests of the City. An award based on receiving less than three informal written quotes or informal written proposals may be made only on a determination by the Purchasing Agent that potential offerors were given a reasonable opportunity to submit quotes or proposals."

Formal Written Quotes

RMC 3.06.025(D) refers to contracts valued above \$50,000 and states, "Except as otherwise provided in this Chapter, all contracts for goods, services, public improvements and personal services which are valued above \$50,000 shall be awarded by the Council based on formal solicitations published by electronic advertisement on the City's website for a minimum of 10 consecutive days unless the proposed contract is for a public improvement having an estimated cost that exceeds \$125,000, at which time the solicitation shall also be published in a trade newspaper of general state-wide circulation."

The \$25,000 and \$50,000 limits on these types of solicitations are unique to Roseburg. They are not governed by state statute. State law allows informal quotes for purchases up to \$150,000 for non-construction related items and \$125,000 for construction contracts.

Formal written quotes have a public bid opening that is typically performed by the City Recorder/Assistant City Manager and involve a longer process than informal written quotes. Given the impacts that extended timeframes are causing with supply chain and cost issues, Council may want to consider raising the amount that requires the solicitation of formal written quotes.

C. Financial/Resource Considerations.

In the current environment, delays in purchasing have led to escalating prices. This trend is expected to continue in the near future, resulting in a negative impact on the City's finances. Regardless of any purchasing agent authority level set by ordinance, the overall budget ultimately controls the spending authorization and cannot be exceeded without budget adjustments, which require Council authorization.

D. Timing Considerations.

There are no immediate timing considerations. If Council supports changes to the ordinance, staff will need direction on those changes.

COUNCIL OPTIONS

Council has the following options:

1. Direct staff to bring back changes to RMC Section 3.06 to update the amounts identified in one or more sections of the contracting code;
2. Request additional information; or
3. Do nothing.

STAFF RECOMMENDATION

Staff recommends Council consider raising the City Manager's spending authority and potentially allowing informal written quotes up to a higher amount. This could be a permanent or temporary ordinance change.

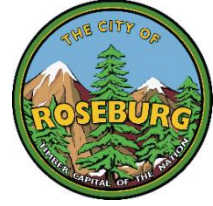
SUGGESTED MOTION

No motion needed. Staff is seeking direction from Council concerning whether they are interested in pursuing any changes, and if so, what those might look like.

ATTACHMENTS:

None.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER ACTIVITY REPORT

Meeting Date: June 13, 2022

Department: Administration

www.cityofroseburg.org

Agenda Section: Informational

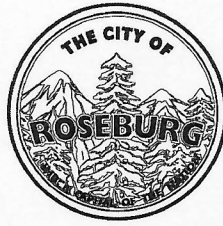
Staff Contact: Nikki Messenger, City Manager

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 June 13, 2022, meeting, the following items are included:

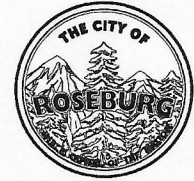
- Department Head Meeting Agendas
- Tentative Future Council Agenda Items
- City Manager Weekly Messages



Agenda
Department Head Meeting
PSC Umpqua Conference Room
June 6, 2022 - 10:00 a.m.

1. Welcome Public Works Director Dawn Easley
2. June 13, 2022 City Council Meeting Agenda
3. June 13, 2022 Roseburg Urban Renewal Agency Board Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents, Events, or Grants to review and/or sign
 - A. Traffic Control Device Request Form
 - B. Parade/Outdoor Permit – July 9
 - C. Outdoor Permit – June 17
 - D. Grant Checklist – 2022 OSFM Wildfire Season Staffing Grant
6. Department Items
 - A. Floating Holiday 2022
7. Employee Service Pins
 - A. Josh Robinson, Fire Department – 5 Years

TENTATIVE FUTURE COUNCIL AGENDA



Unscheduled

- ARPA Funds Discussion
- RPEA Contract
- Umpqua Basin Urban Services Agreement
- Urban Growth Boundary Swap

June 27, 2022

Special Meeting – Planning Commission Interviews

6:30 p.m.

6:45 p.m.

Mayor Reports

- A. Fire Chief Retirement

Commission Reports

- A. Planning Commission Appointment

Consent Agenda

- A. Minutes of June 13, 2022

Public Hearing

- A. Resolution No. 2022 - -- Supplement Budget
- B. Water/Storm Equipment Purchase –Mini Excavator
- C. Construction Management General Contractor Contract for Navigation Center

Department Items

- A. Stephens Street Grind Inlay Bid Award, Project No. 22PW01 Phase 2
- B. Destination Marketing Organization Contract Renewal
- C. Police Vehicle Purchase Authorization

Informational

- A. City Manager Activity Report

July 11, 2022

Mayor Reports

- A. Parks and Recreation Month Proclamation

Special Presentation

- A. Roseburg Public Library UCAN AmeriCorps Member Presentation by Lydia Rathe

Consent Agenda

- A. Minutes of June 27, 2022 Special Meeting
- B. Minutes of June 27, 2022 Regular Meeting

Resolutions

- A. Resolution No. 2022 --- - Appropriations Transfer for Offstreet Parking Fund

Informational

- A. City Manager Activity Report

Executive Session ORS 192.660(2)(i) – City Manager Report/Evaluation

July 25, 2022

Consent Agenda

- A. Minutes of July 11, 2022

Informational A

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

August 8, 2022

Consent Agenda

- A. Minutes of July 25, 2022

Informational

- A. City Manager Activity Report
-

August 22, 2022

Consent Agenda

- A. Minutes of August 8, 2022

Informational

- A. City Manager Activity Report

Executive Session ORS 192.660(2)(i) – City Manager Performance Appraisal

September 12, 2022

Mayor Reports

- A. Constitution Day and Week Proclamation

Consent Agenda

- A. Minutes of August 22, 2022

Informational

- A. City Manager Activity Report
-

September 26, 2022

Consent Agenda

- A. Minutes of September 12, 2022

Informational

- A. City Manager Activity Report
-

October 10, 2022

Consent Agenda

- A. Minutes of September 26, 2022

Informational

- A. City Manager Activity Report
-

October 24, 2022

Mayor Reports

- A. Veterans Day Proclamation

Consent Agenda

- A. Minutes of October 10, 2022

Informational

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

November 14, 2022

Mayor Reports

- A. City Manager Compensation

Consent Agenda

- A. Minutes of October 24, 2022

Informational

- A. City Manager Activity Report

Executive Session ORS 192-660(2)(i) – Municipal Court Judge Annual Evaluation

December 12, 2022

Mayor Reports

- A. Municipal Court Judge Compensation

Consent Agenda

- A. Minutes of November 14, 2022

Informational

- A. City Manager Activity Report
-

Friday Message
May 27, 2022

- I actually did put together a message last Friday, but the City's server had "issues". Staff email accounts, the Tyler financial/court system, and the Laserfische system were all offline. IT staff worked very hard to resolve the problem by mid-Saturday and we are back online. While this short interruption was very inconvenient, it is an opportunity to revisit our continuing operations plan and help us better prepare for any unforeseen interruptions in the future. IT staff continues to dig into the issue, but is very likely that we may need to make an investment in updating the City's servers to protect this critical infrastructure.
- It seems that I have been in lots of meetings lately, some in person, some virtual. Here is a short recap of some of those...
 - Pre-design meeting with FAA – Taxiway Extension Design
 - Annual(ish) meeting with Steve Vincent & Jeff Schwendener of Avista
 - Douglas ESD hosted DEI community leaders group (x2)
 - Southwest Area Commission on Transportation (SWACT)
 - Chamber Luncheon
 - Sobering Center Steering Committee
 - Thrive Umpqua Steering Committee
 - CCD Annual Membership Meeting
 - Community Vision Group meetings
 - Monthly call with Commissioner Freeman
 - LPSCC Behavioral Health/Housing Subcommittee (to speak about the navigation center)
- We received notification recently that the large park improvement project (\$10m) was not selected as part of the USEDA Travel, Tourism & Outdoor Recreation Grant program. This was very disappointing, but we will regroup and look for additional opportunities to apply for available funding.
- Staff has not received any additional information to date regarding the \$5 million for the medical education college. I have received a request from the Umpqua Valley Development Corporation for the City to provide funding to continue work on the project while we wait for the agreement from the state. Money has been budgeted in the current year budget in the Economic Development Fund and is available for this purpose. Staff executed an agreement to provide \$30,000 in funding yesterday. The project will continue with the Oregon Solutions process, with the next meeting scheduled for June 1.
- Fire Chief Monte Bryan has given notice that he will be retiring from the City effective June 30. Monte has taken a position with the Cow Creek Band of Umpqua Tribe of Indians as the Emergency Management Coordinator. Congrats to Monte, you will be missed! *I apologize to those of you that may have learned this elsewhere. I intended to let you know last week, but ran into the email issue.*
- The Planning Commission met May 2 and received training from DLCD and a presentation from RARE intern Kate Bentz. The Public Works Commission met May 12 and forwarded a bid award recommendation for this year's slurry seal project. The Library Commission met last week and received updates. The Historic Resource Review Commission went on a tour of the Rast House at 236 SE Stephens Street on May 18. The Homeless Commission met on Monday and received updates.

- The Police K9s Unleashed Event last Sunday at the Fairgrounds racetrack had a large crowd who watched the K9 teams demonstrate different scenarios for vehicle stops, pursuits, drug searches, apprehension and leaping through a vehicle windows to tackle and bite a suspect (in a bite suit). Chief Klopfenstein and Sergeant/K9 Supervisor Ryan Dingman were present assisting with the event. Teams present were: Roseburg Police with K9 Trapper, Douglas County Sheriff with K9's Ozzy, Eros and Zoro, Winston Police with K9 Nike, Reedsport Police with K9 Penny and Springfield Police with K9's Gryff, Kirby and Nord.
- Summer is just around the corner, and that means the Splash Pad and StoryWalk will both be returning. The Splash Pad will reopen on May 28 and the always- popular StoryWalk will start in Stewart Park beginning May 31! The Summer Reading Program kicks off June 1 and runs through August 20. Movies in the Park return June 3. So many fun things to do! Visit the City's website or Facebook pages for more information.
- The committee working on the celebrations for the City's 150th birthday has been meeting regularly, has developed branding /logos, and are planning multiple events in October. Contact Shelly Briggs-Loosely if you want to get involved!
- Work towards the opening of the navigation center continues daily. The electrician is expected to start installing power conduit/connections for the pallet shelters (aka Mod Pods) soon. This work should be complete mid-June, at which time the shelters will be delivered and assembled. Quotes are being submitted for the construction of the new fence, which will be installed as soon as possible after award. There is an open house for the neighborhood scheduled for June 9 and a community open house on June 20. UCAN has been holding coordination meetings with partner agencies related to service delivery. Staff will bring an agenda item to the June 13 Council meeting requesting the use of the Construction Manager/General Contractor (CM/GC) bidding process for the renovation of the building itself. Things are moving fast and coming together in anticipation of a late June opening.
- I was supposed to be on Inside Douglas County with Kyle Bailey on Wednesday, but the Ducks baseball game ran long. It has been rescheduled for Tuesday 5/31.
- I will be off Friday 5/27, back on Tuesday and Wednesday (5/31-6/1), and off again June 2 and 3 and back in the office June 6.
- Meetings next week: None!
- There have been several press releases on a variety of topics lately. You can find them here: <https://www.cityofroseburg.org/news>

City Offices will be closed Monday, May 30th in observance of

