



ROSEBURG CITY COUNCIL AGENDA – AUGUST 9, 2021

Electronic Meeting

Public Access:

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

Facebook Live at www.Facebook.com/CityofRoseburg

Comments on Agenda Items and Audience Participation can be provided in person electronically via Zoom. See next page for instructions on how to participate in virtual 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	Alison Eggers
Sheri Moothart	Brian Prawitz	Patrice Sipos	Andrea Zielinski

4. Mayor Reports

5. Commission Reports/Council Ward Reports

6. Audience Participation – In Person/See Information on the Reverse

7. Consent Agenda

A. Minutes of July 26, 2021 Meeting

8. Public Hearing

A. Community Development Block Grant Close Out Regional Business Education Project
B. Sale of Real Property – 154 SE Mosher Avenue

9. Ordinances

A. Ordinance No. 3563 – Amending a Portion of the City’s Zoning Map from C3 (General Commercial) to Central Business District (CBD), Second Reading

10. Department Items

A. Goal Setting Discussion

11. Council Matters

A. Potential Sanctions Against a Council Member

12. Items from Mayor, City Council and City Manager

13. Adjourn

14. Executive Session ORS 192.660(2)

Informational

A. City Manager Activity Report

AUDIENCE PARTICIPATION INFORMATION

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

To provide comment during virtual meetings, contact the City Recorder by phone (541-492-6866) or email (info@cityofroseburg.org) by **4:00 p.m. the day of the meeting**. Provide your name, address, phone number and which item on the agenda you wish to speak. You will then be provided with a link and phone number to the Council meeting. 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**, you will be asked to enter your email and name. After entering your email and name, 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

If you join the meeting via Zoom, please select the “raise hand” button when the Mayor calls for speakers. You will be moved out of the “waiting room” to speak. After you have provided your comments, you will be moved back into the “waiting room”.

If you join the meeting on the phone number you provided to the City Recorder, you will be brought into the meeting to speak when the Mayor calls for speakers, then moved back to the “waiting room”.

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

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

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

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

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

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
July 26, 2021**



Mayor Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on July 26, 2021 electronically via Zoom in Roseburg, Oregon. Councilor Eggers led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Shelley Briggs Loosely, Beverly Cole, Bob Cotterell, Alison Eggers, Sheri Moothart, Brian Prawitz, Patrice Sipos and Andrea Zielinski.

Absent: None

Others Present: City Manager Nikki Messenger, Assistant City Manager/City Recorder Amy Sowa, City Attorney Jim Forrester, Community Development Director Stuart Cowie, Finance Director Ron Harker, Police Chief Gary Klopfenstein, Fire Chief Monte Bryan, Fire Marshal Brian Jewell, Library Director Kris Wiley, Public Works Director Brice Perkins, Communications Specialist Suzanne Hurt, and Management Assistant Koree Tate.

MAYOR REPORTS

Mayor Rich introduced Suzanne Hurt, Communications Specialist and Brian Jewell, Fire Marshal and welcomed them as new City employees.

Mayor Rich read a statement regarding comments made prior to the June 28, 2021 Council Meeting on Zoom. He planned to discuss the matter during an Executive Session, but Councilor Cotterell asked to have the discussion occur in open session, therefore, he would have the topic added to the August 9, 2021 Council meeting agenda. He apologized for any pain that had been caused and stated they needed to all work together, respectfully, to move forward in assuring everyone that the Roseburg community was a welcoming place for all.

COMMISSION REPORTS

Councilor Zielinski had a Library Commission Meeting on July 20, 2021 and was excited to announce the reopening of the Library. The Library Director had been working hard to obtain several grants for the Library, kept programs available for the community, and the building underwent some remodeling. The upgrade and bright colors were warm and inviting.

Councilor Prawitz had an Economic Development Commission Meeting on July 13, 2021. They reviewed six tourism grants, approved four, and received an Anvil Northwest quarterly report regarding tourism. One of the grant requests was on the current agenda to review. He noted the transient occupancy tax had experienced a good bounce back after COVID.

Councilor Prawitz attended the Umpqua Economic Development Partnership (UEDP) meeting on July 19, 2021. They discussed a potential merge with the Coos Curry Douglas (CCD) program. It would be a change, but the UEDP was still strong for recruiting. Ms. Messenger added it was in very preliminary phase and if it moved forward, that item would be brought to the Council.

WARD REPORTS

Councilor Cotterell wanted to alert the community that beginning July 30, 2021, the Harvard Avenue and Fairhaven area would have slurry seal work conducted and asked people to avoid the area, if possible, and watch for signs where parking was temporarily prohibited.

LIBRARY COMMISSION RESIGNATION – LAURA HARVEY

Councilor Zielinski said Library Commission member, Laura Harvey, announced her resignation during the July 20, 2021 Commission Meeting due to moving out of Oregon. She was sad to see her leave the community but wished her well. Councilor Zielinski moved to accept Laura Harvey's resignation from the Library Commission, with regrets. Councilor Prawitz seconded the motion. The motion was approved with the following vote: Councilors Briggs Loosely, Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos and Zielinski voted yes. No one voted no.

AUDIENCE PARTICIPATION

Vyla Grindberg, Sutherlin resident, thanked Mayor Rich for his opening statement in the meeting. Roseburg and Umpqua had been a great place to live, and for someone living a transgender life, it was a good experience. It was difficult to feel normal when it seemed that society tried to place transgenders in a box, and asked Council for continued support, acceptance and inclusion in the community.

Renee Dick, 998 NW Veterans Way #202, discussed social issues, such as a rising number of hate crimes, and asked Council to give back to the community, encourage others to do the same so they did not live in a place to be scorned for sexual expression.

Teddy Williams, 166 W Angela Court, shared information about the issues of suicide, depression, mental health and asked leaders to be supportive and inclusive to avoid division in Roseburg.

Mark Lenihan, 1461 SE Cobb Street and PFLAG leader, explained that many young people felt isolated, lived in fear, had abandonment issues, were hurt by words and jokes, and asked Council to learn, research, ask honest questions and represent all people of Roseburg.

Shannon Miller, 1612 NW Troost Street, shared the experience of working with the transgender and explained their hardworking and driven work ethic. Sexuality had nothing to do with job performance or how a person should be perceived and asked for support to all those choosing to live a life they wanted.

Inger Boyd Miller, 1612 NW Troost Street, asked Council to accept everyone with compassion.

Ryan Cram, Sutherlin resident, supported the transgender community and hoped Council really listened to their personal stories. He appreciated the Mayor's opening statement, but was still disappointed based on comments in the newspaper by Councilor Cotterell and suggested he step down and resign from his position.

Danny Rosen, Co-Chair for the Oregon Chapter of GLSEN, sent an email comment sharing statistics regarding gender identity, teen suicide numbers, and offering specified training to deter misinformation.

CONSENT AGENDA

Councilor Cotterell moved to approve the following consent agenda items:

- A. Minutes of July 12, 2021 Meeting
- B. OLCC Limited on-premises license for Sakura Sushi located at 2385 NE Diamond Lake Boulevard in Roseburg, Oregon
- C. Authorization to accept American Rescue Plan Act (ARPA) Funding

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

RESOLUTION NO 2021-19 – RECLASSIFICATION OF THE ASSESSMENT FUND TO A SPECIAL REVENUE FUND

Mr. Harker reported that in 2016, City Council authorized the Compliance Officer position to move from part-time to full-time status. Since that time, a greater emphasis had been placed on how the City rectified nuisances involving derelict buildings. In November 2017, City Council authorized amendments to the derelict building process empowering the City with the ability to register derelict buildings. Since that time a greater emphasis had been placed on how the City rectified nuisances involving both dangerous and derelict buildings. In January 2020, Council concluded its current goal setting process and adopted Resolution 2020-01 outlining goals for the City. Two of the adopted goals pertain to the derelict building enforcement program, namely: enhance community livability and public safety, and take a proactive role in community economic development and revitalization.

A budgetary fund, as defined by Oregon Administrative Rule 150-294-352(1)-(A), was a fiscal and accounting entity of self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives. The use of funds for budgeting was required by state laws and rules. The use of funds was a principle of sound budgeting and accounting practice. The governing body may create whatever funds it felt were necessary to control the use of restricted or dedicated revenues. However, good budgeting practice was to maintain only those funds required to meet legal and operating requirements.

Mr. Harker continued that Special revenue funds should be set up for dedicated local option tax levies, specific purpose grants and other revenues when required by statute, charter provisions, or the terms of a grant. The number of such funds depended upon the activities of the local government and how it was funded. The general requirement was that dedicated revenues must be used for specific purposes authorized, and separate funds should be established for them (ORS 311.350). Capital project funds were a type of special revenue fund that was used to record the resources and expenditures needed to finance the building or acquisition of capital facilities that were nonrecurring major expenditure items. A capital project fund was normally established when a capital project or series of projects was authorized. It was dissolved when the project was completed. A special fund set up for a small period of time.

The Assessment Fund was established with the 1994-95 budget as a Capital Projects fund when a one-time transfer of \$400,000 was made from the General Fund. A revolving loan pool

was established in the Assessment Fund to provide financing for smaller improvement projects in an effort to significantly reduce financing costs and provide timelier project planning. The revolving loan program has financed a few Local Improvement District (LID) projects since 1995 such as sidewalk improvements on Garden Valley. Repayment of the financing issued by the pool for the LID projects had been repaid and the fund had not been used to finance any new improvements since the 2009-10 fiscal year. It had been a long time since the fund carried out any projects. The Assessment Fund currently had a fund balance of \$1.69 million which made it a substantial resource that was available.

Since 2016, the City's efforts in mitigating dangerous and derelict buildings had evolved and matured to the point that within the last year the City had foreclosed, taken possession of, and sold property that was once derelict. The annual expense of such efforts had increased nuisance abatement costs that had been covered by the General Fund historically. New expenses incurred by the City included items such as asbestos surveys, asbestos abatement, demolition, foreclosure reports, property tax payments to pre-empt County foreclosure, lien filings, and legal representation for foreclosure proceedings and filings. The city was now taking on all of those types of expenses, so the nuisance abatement costs had increased from \$4,937 in 2016 to \$63,219 in fiscal year 2021. The increase had presented some financial strains and stresses, especially for the Community Development Department. Mr. Harker explained he wanted to transition the fund to a special revenue fund and expand the use of the funds for a revolving loan program to use for recoverable costs for dangerous and derelict buildings.

As the costs of the derelict building mitigation efforts could be recovered through the lien and foreclosure processes, although it could take multiple years to do so, it was proposed that those efforts be funded through the Assessment Improvement Fund instead of the General Fund. Benefits that would be realized by such an action included:

- Increased funding to accommodate potential increase of enforcement activities;
- Increased transparency of program costs across multiple fiscal years; and
- Reduced budget fluctuations in the General Fund and budgetary pressures for the Community Development Department.

Mr. Harker noted that in order to facilitate the proposed action, City Council would need to reclassify the Assessment Improvement Fund as a special revenue fund and expand the approved use of the fund's resources to include costs associated with dangerous and derelict building mitigation efforts. It would not take further Council action to appropriate funds for the program. It was very low risk in jeopardizing the stability in the assessment fund and not a financial resource consideration.

In response to Councilor Cotterell, Mr. Harker confirmed the fund would be reimbursed. Foreclosures were held for a year to allow the owner time to redeem it, but if nothing happened by the end of the year, the City would own the property and be able to dispose of it which included selling it. For successful sales, the money goes back to the fund. Ms. Messenger added there were some derelict properties the City had been dealing with for several years. Due to financial impacts, some things had a delay because it was part of the General budget; this would be more efficient. They also had to realize neighbors did not like living near derelict and zombie homes.

Councilor Cotterell moved to adopt Resolution No. 2021-19, entitled, "A Resolution Reclassifying the Assessment of Improvement Fund as a Special Revenue Fund and Authorizing Specific Purposes for Assets Use." The motion was seconded by Councilor Eggers and approved with the following vote: Councilors Briggs Loosely, Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos, and Zielinski voted year. No one voted no. Mayor Rich declared Resolution No. 2021-19 as adopted.

GRANT REQUEST – UMPQUA VALLEY WINEGROWERS ASSOCIATION SOCIAL MEDIA CAMPAIGN

Mr. Cowie, also Staff liaison for the Economic Development Commission (EDC), stated that the Umpqua Valley Winegrowers was a non-profit organization that promoted wineries and vineyards located in Douglas County. Wineries played a significant role in drawing tourists to the Roseburg area and had become an important component of tourism promotion throughout the state. The Oregon Tourism Commission, doing business as Travel Oregon, had put a major emphasis on using wineries as a tool to promote tourism activity. In addition, the City's Destination Marketing Organization, Experience Roseburg, operated by Anvil Northwest had capitalized on the strength of the winery scene in Douglas County and has promoted nearby wineries as a way to draw tourists to Roseburg.

The Umpqua Valley Wine Growers Association requested \$10,000 to assist in creating a large-scale social media campaign in order to draw people from throughout the region to experience the unique wine scene that the Umpqua Valley had to offer. Funding would be utilized to create a new and improved website and database of local wineries and vineyard information that could be utilized to further promote wineries within the area. If funded, the Umpqua Valley Winegrowers Association planned to recognize the City's sponsorship by creating a press release indicating the City's assistance and incorporating Roseburg as the anchor point for Umpqua Valley wine trips throughout the County within their messaging.

At the beginning of July, the EDC met and reviewed six tourism grant applications. Funding had rebounded so they opened the grant process. Four applicants were approved during the Commission meeting, but any requests over \$5,000 needed to go to City Council. Wineries currently played a significant role in tourism and Travel Oregon used them for as a large promotional tool. The request was in line with other tourism efforts throughout the state. Tourism grant applications were evaluated based on criteria identified in Oregon Revised Statute (ORS) 320.350, which indicated that the use of transient lodging tax revenue may be used to fund tourism promotion. The term Tourism Promotion was defined in ORS 320.300 to mean the following:

"Tourism promotion" meant any of the following activities:

- (a) Advertising, publicizing or distributing information for the purpose of attracting and welcoming tourists;
- (b) Conducting strategic planning and research necessary to stimulate future tourism development;
- (c) Operating tourism promotion agencies; and
- (d) Marketing special events and festivals designed to attract tourists.

08/09/2021

Mr. Cowie said the tourism grants were offered twice a year with another one planned for November 2021. In response to Councilor Sipos, Mr. Cowie explained the recipient of the grants signed a contract with the City prior to receiving funds. The contract explained how money would be utilized and a report was required to explain how funds were spent. Mayor Rich noted the numbers did not add up to \$10,000 and wanted more information. Mr. Cowie explained that typically happened with most applications and Staff would inquire how numbers were reached. Dyson DeMara, Hillcrest Vineyards and Paul O'Brien's owner, explained that in this particular request, he looked at the total picture. A lot of events were cancelled during the pandemic, and it had a severe impact. The \$10,000 was to help cover a program of \$30,000 for a road show in Eugene. He hired someone to handle their social media and a main focus for the program was to bring people from out of the area to the Roseburg community. The idea was to leverage contacts and infrastructure.

Councilor Prawitz, also EDC Chair, noted the \$10,000 was to help offset part of their expense and a good conversation took place during the Commission meeting where other EDC Commissioners asked questions before the determination to approve going before Council. Councilor Prawitz moved to approve the Umpqua Valley Winegrower Association's tourism grant application and authorize \$10,000 from the Hotel/Motel Tax Fund to be utilized for their social media campaign project. The motion was seconded by Councilor Cotterell. The motion was approved by the following vote: Councilors Briggs Loosely, Cole, Cotterell, Eggers, Moothart, Prawitz, Sipos and Zielinski voted yes. No one voted no.

ITEMS FROM MAYOR, COUNCIL AND CITY MANAGER

Councilor Moothart went on a ride-a-long with the Roseburg Police Department during a four hour shift with Officer Winkelbauer. She was impressed with the detail and felt as though they covered every inch of Roseburg. It was an eye opening experience and suggested others sign up for the experience. Councilor Prawitz said he liked having the opportunity for people to come to the meeting to talk about their comments and acknowledged everyone who came before them to share their brave stories. All were important and he personally wanted to make Roseburg a safe place for everyone and that included all those who attended the meeting.

Councilor Eggers shared she attended the Beulah Park ribbon cutting event and said it was a great addition to the neighborhood. She was invited to tour Elk Island and mentioned there was a lot of activity on the property and ideas from the owner. Councilor Cole thanked the Public Works Department for their quick response to her call regarding tall grass on a piece of City property near her home that needed cut.

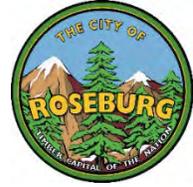
ADJOURNMENT

Mayor Rich adjourned the meeting at 8:06 p.m.



Koree Tate
Management Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



COMMUNITY DEVELOPMENT BLOCK GRANT CLOSE OUT REGIONAL BUSINESS EDUCATION PROJECT

Meeting Date: August 9, 2021
Department: Community Development
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

On December 13, 2019, the City of Roseburg was awarded a \$100,000 Community Development Block Grant (CDBG) through the Oregon Business Development Department for the purpose of providing basic business administration education to low- or moderate-income entrepreneurs and microenterprise owners via an established curriculum program. The City of Roseburg acted as the lead applicant and entity that administered the program, but an intergovernmental agreement (IGA) was established with Coos, Curry and Douglas counties in order to make the program available to others outside of our area. The purpose of the public hearing is to inform City Council and the public regarding the results of the program and to officially close out the grant.

BACKGROUND

A. Council Action History.

On August 26, 2019, Council held a public hearing and adopted Resolution 2019-15 authorizing an application for CDBG funds for Business Oregon's Regional Business Education Program.

B. Analysis.

On February 7, 2020, the City of Roseburg officially entered into a contract with the Oregon Business Development Department. Shortly thereafter, an additional contract was developed between the City and CCD Business Development Corporation, in which CCD acted as the subgrantee for the project assisting in grant administration and carrying out the grant fund in accordance with CDBG program requirements.

Initially, CCD was developing an in-person classroom program involving the business administration curriculum. Unfortunately, just as CCD was preparing this the COVID pandemic hit. As a result, the program was postponed and eventually changed. The City, with CCD's recommendation, requested a contract amendment to allow for course sponsorship in addition to the option of CCD offering direct training. At this point, CCD also began working with the Small Business Development Centers throughout the state to assist Coos, Curry, and Douglas counties' low-moderate income residents in signing

up and taking business education classes. Sponsored classes included Small Business Management, Construction Contractors Board and Real Estate Licensing preparation, bookkeeping training – including targeted bookkeeping for specific industries, such as contractors, social media marketing, and others.

The program had a budget of \$100,000 and was designed to assist at least 40 low-moderate income business owners. A total of \$31,436 was awarded to 46 individuals throughout the region. Although we didn't utilize all the money allocated to the program, CCD did meet the target of assisting at least 40 individuals, despite all of the challenges COVID presented during the midst of the grant program. Below is a breakdown of those assisted and funding spent.

City of Roseburg Business Education CDBG Data Summary		
Total Applications	74	
Approved Applications	52	
Total Assisted	46	
Total Awarded	\$ 31,436	
Awards by location		
	Total Awards	Total Award Amount
Bandon	1	\$ 2,140.00
Camas Valley	1	\$ 675.00
Coos Bay	2	\$ 794.00
Glide	2	\$ 1,497.00
Gold Beach	1	\$ 600.00
Myrtle Creek	1	\$ 629.00
North Bend	1	\$ 464.00
Oakland	3	\$ 2,792.00
Port Orford	2	\$ 1,050.00
Roseburg	19	\$ 12,181.00
Riddle	2	\$ 850.00
Sutherlin	7	\$ 5,244.00
Tenmile	1	\$ 199.00
Winchester	1	\$ 675.00
Winston	2	\$ 1,646.00
Total	46	\$ 31,436.00

C. Financial/Resource Considerations.

If the grant is not closed out properly, the City could be held responsible for repayment of portions of the grant.

D. Timing Considerations.

The official grant contract requires the grant to close by August 7, 2021. Although we are past this date, special approval was provided in order to utilize this meeting as the public hearing, as it was scheduled prior to August 7th. Holding the public hearing will enable staff to close out the grant with the Oregon Business Development Department, the U.S. Department of Housing and Urban Development, and our local grant administrative partners, CCD.

COUNCIL OPTIONS

- Council can make a motion to close out the Business Education CDBG grant; or
- Council can choose not to close out the Business Education CDBG grant.

STAFF RECOMMENDATION

Staff recommends that Council make a motion to have staff close out the Business Education CDBG grant.

SUGGESTED MOTION

“I move to direct staff to officially close out the Business Education CDBG grant.”

ATTACHMENTS:

Attachment #1 – Notice of Public Hearing Regarding Completion of Community Development Block Grant Project

PUBLIC HEARING A
ATTACHMENT #1

NOTICE OF PUBLIC HEARING REGARDING CDBG MICROENTERPRISE REGIONAL BUSINESS EDUCATION PROGRAM GRANT.

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Roseburg City Council at 7:00 p.m. on Monday, August 9, 2021 at City Hall, 900 SE Douglas Avenue, Roseburg, Oregon and will be available to view on the City's website and Facebook Live at www.cityofroseburg.org.

The City of Roseburg, partnering with Douglas, Coos, and Curry counties is completing a Microenterprise Regional Business Education program project funded with Community Development Block Grant funds from the Oregon Business Development Department. The location of the project is: Douglas, Coos, and Curry counties. It is estimated that the project has benefited at least 45 persons of whom 100% are low or moderate income.

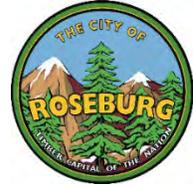
The purpose of the hearing is for the City Council to obtain citizens views about the project and to take comments about the local government's performance.

Written comments are also welcome and must be received by 5:00pm on August 9, 2021 at 900 SE Douglas Avenue, Roseburg, Oregon 97470. Both oral and written comments will be reviewed by the Roseburg City Council.

The location of the hearing is accessible to the disabled. Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470 (Phone 541-492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTD users please call Oregon Telecommunications Relay at 1-800-735-2900.

More information about the Oregon Community Development Block Grant program and the project is available for public review at 900 SE Douglas Avenue, Roseburg, Oregon 97470 during regular office hours. Advance notice is requested. Please contact Caleb Stevens at 541-492-6750 or cstevens@cityofroseburg.org.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



PUBLIC HEARING ON THE SALE OF REAL PROPERTY 154 SE MOSHER AVENUE

Meeting Date: August 9, 2021
Department: Administration
www.cityofroseburg.org

Agenda Section: Public Hearing
Staff Contact: Amy L. Sowa, ACM/City Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Pursuant to RMC 3.20.020, the Council will be conducting a public hearing on the proposed sale of City-owned real property located at 154 SE Mosher Avenue. The property includes a vacant residential lot on 0.22 acres.

BACKGROUND

A. Council Action History.

March 8, 2021: Council declared the property surplus to the City's needs and directed it to be listed with a local realtor at a price agreed upon by Staff and the realtor.

B. Analysis.

The property located at 154 SE Mosher Avenue, was registered as Derelict by the City in 2018. On January 30, 2020, the City conducted a public auction to foreclose on the property as authorized under RMC 4.04.190. No one from the public bid on this property, so the City chose to purchase the property. The property was deeded to the City on February 3, 2021. The home had been damaged beyond repair in a weather related incident and was demolished by the city in February 2021, leaving a vacant lot.

Staff from all City departments confirmed that the property was not needed for public use, and Council declared the property surplus on March 8, 2021. Council directed staff to hire a realtor to market the property and work with staff to determine a fair price. Prior to entering into an agreement with a realtor, staff reached out to several non-profits to see if there was interest in purchasing the property for low-income housing; none were interested in purchasing this property.

The City contracted with John McVeigh, Century 21 to market this and one other surplus City property. They marketed this parcel for sale at \$37,500. The property does not have sewer connection. To connect this property to sanitary sewer, the property owner will need to get an easement from neighboring properties or extend the sewer main in Mosher Street to serve the property. We are advising that anyone purchasing the property contact Roseburg Urban Sanitary Authority (RUSA) for details.

The following offer is being presented for Council consideration:

1. Ben Tatone, Roseburg Homes Realty: cash offer of \$25,000

C. Financial/Resource Considerations.

City funds expended on this property to date equal \$34,450.74, which includes abatement and demolition costs. The real market value for the land only as listed on the Douglas County Assessor's page is \$37,500.00. Selling the property for the price listed in the offer received to date would recoup only part of the costs for the City.

D. Timing Considerations.

The offer from Ben Tatone expires August 10, 2021 and cites a closing date no later than August 20, 2021.

COUNCIL OPTIONS

Under the authority of RMC 3.20.020(D) the Council, in its sole discretion, has the following options at the conclusion of the public hearing:

1. Accept the offer received on the property; or
2. Direct that a counter offer be made on the offer; or
3. Reject the offer received and direct that the property not be sold; or
5. Reject the offer and direct Staff to conduct an appraisal of the property.

As required by ORS 221.725 and the Municipal Code, notice of the proposed sale and a public hearing thereon was published in The News-Review on August 3, 2021. Should additional offers be presented prior to or during the public hearing, the City Council would have the following additional options:

1. Proceed to accept one of the offers presented; or
2. Direct the City's realtor to negotiate with all interested parties. In that event, should a higher offer be received and appropriate earnest money filed, the new offer(s) will need to be published in the News Review and another public hearing conducted at a subsequent City Council meeting.

STAFF RECOMMENDATION

Should no other offers be presented, Staff recommends the Council accept the offer presented.

SUGGESTED MOTION

"I MOVE TO ACCEPT THE OFFER OF \$25,000 AT CLOSING FROM BEN TATONE FOR THE PROPERTY LOCATED AT 154 SE MOSHER AVENUE."

ATTACHMENTS:

Attachment #1 – Public Hearing Notice
Attachment #2 – Aerial Photo
Attachment #3 – Property Map

Cc: John McVeigh, Century 21 The Neil Company, 2245 NW Stewart Pkwy,
Roseburg, OR 97471
Ben Tatone, Roseburg Homes Realty, 542 NE Alameda Ave., Roseburg, OR
97470

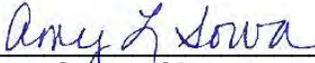


**NOTICE OF PROPOSED SALE AGREEMENT FOR
PROPERTY TAX LOT #T27-R06W-24AC 01000
AND PUBLIC HEARING RELATED HERETO**

NOTICE IS HEREBY GIVEN that the City of Roseburg has received a notice of intent to purchase the real property located at 154 SE Mosher Avenue. The property includes a vacant lot on 0.22 acres. The property is the site of a home that was registered as derelict in 2018. When the owner failed to pay the derelict fees and overdue payment charges, liens were filed against the property which was later foreclosed. The City took possession of the property after it went into foreclosure. The home had been damaged beyond repair in a weather related incident and was demolished by the city in February 2021. The property was declared surplus to the needs of the City on March 8, 2021. Several non-profits were contacted about purchasing the property for possible low-income housing, but it did not fit their needs.

A public hearing to consider the sale of this property will be held on Monday, August 9, 2021 at 7:00 p.m. in the Council Chambers at 900 SE Douglas Avenue, Roseburg, Oregon 97470. Public comments regarding the proposed sale and the offer being considered will be heard during the public hearing prior to the Council accepting a final offer.

Anyone desiring more information regarding the property subject to this notice, or subsequent public hearing related thereto, may contact City Recorder Amy L. Sowa by calling 541-492-6866 or asowa@cityofroseburg.org



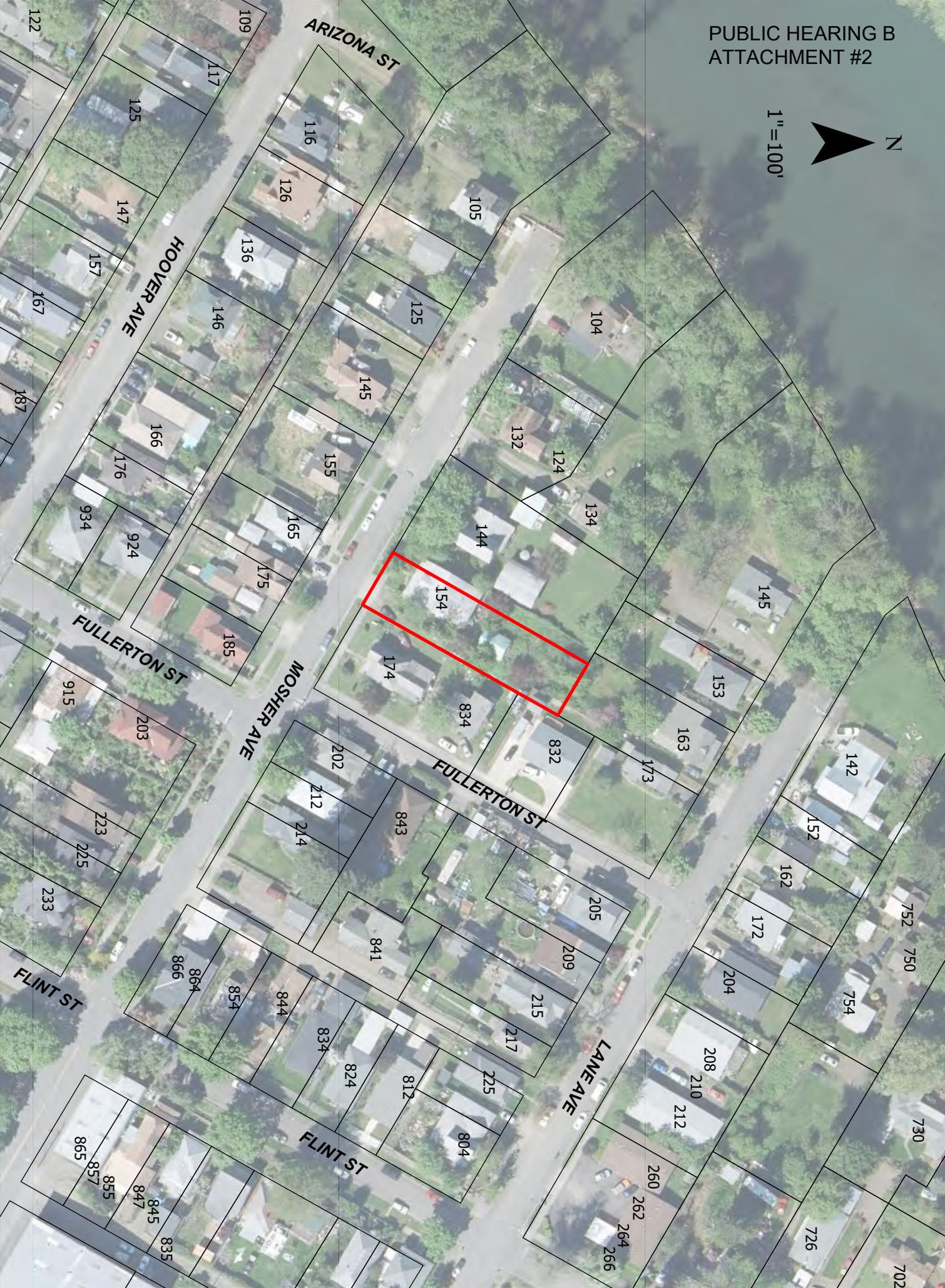
Amy L. Sowa, City Recorder

Posted on the City's website, at City Hall and published in the News Review on Tuesday, August 3, 2021.

*****AMERICANS WITH DISABILITIES ACT NOTICE*****

Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470 (Phone (541) 492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTD users please call Oregon Telecommunications Relay at 1 (800) 735-2900.

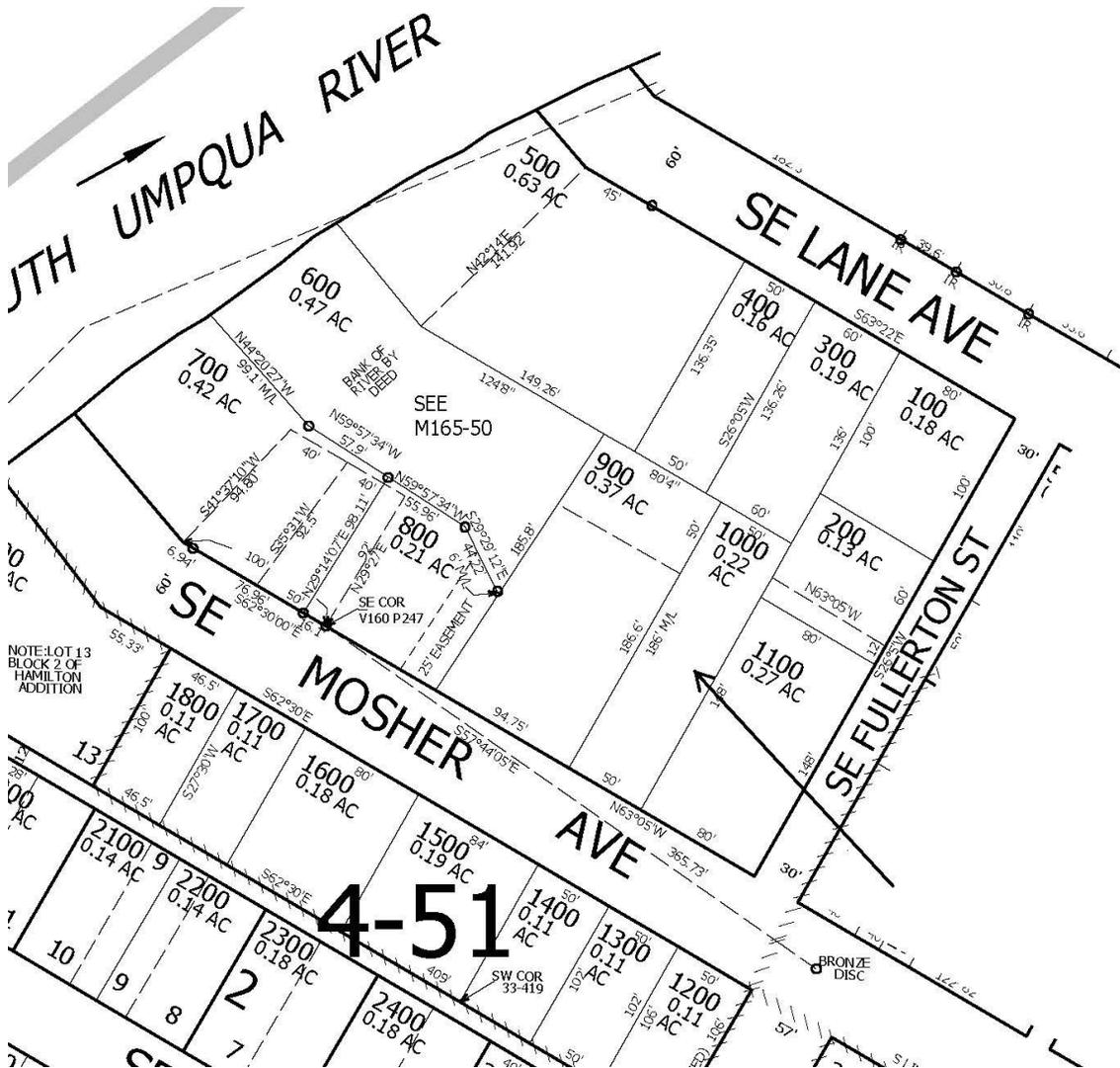
PUBLIC HEARING B
ATTACHMENT #2



The City of Roseburg provides no warranty as to the merchantability or fitness for a particular purpose for any information. The information is available to City departments for City purposes. Original, certified, and official records may differ from computer entries. If reliance upon computer record is intended, verification of information on source documents is required. User expressly acknowledges and agrees that the use of any information obtained on or through City of Roseburg computers is at user's sole risk. The City of Roseburg shall not be responsible for any direct, indirect, incidental, or consequential damages caused by mistakes, omissions, deletions, error, or defects in any information or any failure due to delays in receiving information.

154 SE MOSHER AVENUE

Property Identification #: R71256
Tax Account #: 52462.00
Map Identification #: 270624AC01000
Map Location: Township 27 Range 06W Section 24 Quarter AC Lot 1000
Legal Acreage: 0.22
Deed No. 2021-2993 for \$6189.00
Value: \$37,500.00 (vacant lot only – house demolished 2/2021)
Assessed: \$37,500.00



ORDINANCE NO. 3563

**AN ORDINANCE AMENDING A PORTION OF THE CITY'S ZONING MAP FROM C3
(GENERAL COMMERCIAL) TO CENTRAL BUSINESS DISTRICT (CBD).**

WHEREAS, a land use application (ZC-21-002) was submitted to the Community Development Department December 11, 2020, by Studio C Architecture, on behalf of the owners NeighborWorks Umpqua for properties identified as 911 SE Lane Ave. and 825 SE Jackson St. to re-zone 0.77+/- ac. block of property from C3 to CBD; and

WHEREAS, the land use application was deemed complete by City staff April 20, 2021; and

WHEREAS, the Planning Commission held a Public Hearing on File No. ZC-21-002 after duly and timely notice on June 7, 2021; and

WHEREAS, the Planning Commission adopted Findings of Fact and Order supporting a recommendation to approve the Zone Change;

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

SECTION 1: The City Council hereby takes official notice of the Planning Commission's Findings of Fact dated June 7, 2021, recommending approval of the proposed Zone Change.

SECTION 2: The City Council hereby adopts the Findings of Fact and Order regarding the proposed Zone Change.

SECTION 3: Based on the evaluation detailed in the Planning Commission's Findings of Fact and Order, it has been determined that the proposal complies with the standards identified within Roseburg Municipal Code Section 12.10.040 (Zone Change).

SECTION 4: The City Council hereby approves the Zone Change from C3 (General Commercial) to CBD (Central Business District) as indicated on the map on attached Exhibit "A".

ADOPTED BY THE CITY COUNCIL THIS 9TH DAY OF AUGUST 2021.

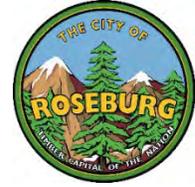
APPROVED BY THE MAYOR THIS 9TH DAY OF AUGUST 2021.

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, ACM/CITY RECORDER

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY COUNCIL GOAL SETTING

Meeting Date: August 9, 2021

Department: Administration

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Nikki Messenger

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Staff is seeking Council input on the process and timing related to goal setting.

BACKGROUND

A. Council Action History.

In spring of 2017, the Council adopted four goals and related action items for the 2017-2019 goals. In November of 2019, the Council began the process of considering and adopting new/updated goals. After holding three special meetings, the Council adopted Resolution No. 2020-01 at the January 13, 2020 meeting. From June 2020 through August 2020, the Council held six additional work-study sessions dealing specifically with goal number six.

B. Analysis.

It has been almost two years since the initial work began on the current set of Council goals. Three new councilors have been elected or appointed since the goals were adopted. Staff wanted to give the Council the opportunity to discuss options moving forward, which could include:

- Review and refresh the current goals for 2020-2022; or
- Begin work on 2022-2024 goals; or
- Continue with current goals until this time next year and then work on the 2023-2025 goals.

C. Financial/Resource Considerations. N/A

D. Timing Considerations. N/A

COUNCIL OPTIONS

Staff is seeking direction from Council on when and how to schedule any future goal setting meetings.

STAFF RECOMMENDATION
N/A

SUGGESTED MOTION
N/A

ATTACHMENTS:
Attachment #1 – Resolution No. 2020-01

RESOLUTION NO. 2020-01

A RESOLUTION ADOPTING THE GOALS AND ACTION ITEMS FOR THE CITY OF ROSEBURG FOR 2020-2022.

WHEREAS, goals set forth the City's vision, goals and objectives; and

WHEREAS, action items provide guidance to Staff in addressing the Council goals; and

WHEREAS, the Roseburg City Council met to consider goals and action items; and

WHEREAS, the Roseburg City Council wants to provide leadership and direction for Staff for the next three calendar years.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG that the following goals and action items are hereby adopted. This Resolution shall become effective immediately upon its adoption.

1. Develop and implement policies to enhance housing opportunities

- Prioritize recommendations from the Housing Needs Analysis
- Implement House Bill HB 2001 provisions
- Pursue Urban Growth Boundary Swap
- Continue Urban Renewal Multi-Family Housing Incentives

2. Implement transportation funding policies to meet identified community needs

- Adopt updated Transportation System Plan
- Actively participate in local ODOT studies
- Develop a strategy to pursue state/federal funding for Garden Valley and Harvard Avenue
- Update Pavement Management Program
- Identify options for additional local funding
- Identify matching fund requirements for the next five years at the airport
- Coordinate with UTRANS – identify underserved areas and opportunities for expansion

3. Enhance community livability and public safety

- Develop a City Communications Plan/Strategy
- Consider increased use of security cameras overlooking public property
- Work with school district regarding roles of School Resource Officers
- Identify opportunities to expand library programs and services
- Work with partners to improve existing parks and recreation facilities

4. Take a proactive role in community economic development and revitalization

- Support effort to construct the Allied Health College
- Support efforts to increase tourism
- Continue to support and evaluate the efforts of the Partnership

- Look for opportunities to engage the Roseburg Area Chamber
- Develop additional Urban Renewal incentive programs
- Continue to support and evaluate the Downtown Roseburg Association
- Enhance aesthetics of the river and encourage recreational and business opportunities for development

5. Update and implement the City's Emergency Preparedness Plan

- Improve community awareness
- Improve organization's preparedness
- Analyze critical infrastructure and prioritize needed improvements
- Collaborate with Community Partners on critical incident/disaster preparedness
- Improve employees' home preparedness to increase ability to respond

6. Explore strategies to address issues related to unhoused individuals within the community

- Identify City's proactive role in the unhoused crisis
- Communicate with organizations on their efforts to help the unhoused
- Continue participation/support for LPSCC & Sobering Center
- Work with ADAPT towards sustainable funding for crisis intervention
- Streamline process for lien/tax foreclosures and partner with developers of low income/government subsidized housing to create affordable housing

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 13TH DAY OF JANUARY 2020**

Amy L. Sowa, City Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



POTENTIAL SANCTIONS AGAINST A COUNCIL MEMBER

Meeting Date: August 9, 2021
www.cityofroseburg.org

Agenda Section: Council Matter
Staff Contact: Larry Rich, Mayor

ISSUE STATEMENT AND SUMMARY

At the July 26, 2021 Council meeting, Mayor Rich made a public apology related to comments made prior to the start of the June 28, 2021 virtual Council meeting and comments reported in a News Review article attributed to Councilor Cotterell.

Mayor Rich contacted Councilor Cotterell regarding a potential executive session to discuss the conduct and Councilor Cotterell indicated he preferred to have any discussion in open session. As such, the discussion has been included on the August 9 agenda.

Attached to this memo are relevant sections of Roseburg Municipal Code Section 2.34.

ATTACHMENTS:

Attachment #1 – RMC 2.34.090 and 2.34.100

2.34.090 - Representing the City.

When the Mayor or a Councilor represents the City before another governmental agency, a community organization or the media, the official should first indicate the majority position of the Council. Personal opinions and comments may be expressed only if the official clarifies that those statements do not represent the position of the Council. If an elected official represents the City in a lobbying situation, the official should avoid expressions of personal dissent from an adopted Council policy. When the Mayor or a Councilor attends meetings of governmental organizations such as the League of Oregon Cities, they do so as individual elected officials and are free to express their individual views. If the Council has an adopted policy relating to an issue under discussion, the Councilor is expected to report that first.

(Ord. 3215 § 11, 2006)

2.34.100 - Sanctions.

The following situations may require the Council to apply sanctions to influence behaviors:

- A. Public Disruption. Members of the public who do not follow proper conduct in a meeting will be given a verbal warning. If they continue to disrupt the meeting, they may be barred from further testimony at that meeting or removed from the meeting room.
- B. Inappropriate Staff Behavior. Council members who witness inappropriate staff behavior should report such to the City Manager. Such employees may be disciplined in accordance with standard City procedures for such actions.
- C. Mayor or Council Members' Behavior and Conduct. Council members who do not follow proper conduct or Council rules and procedures may be subject to any or all of the following sanctions by the City Council:
 - 1. Not be recognized by the Chair to speak at a meeting;
 - 2. Reprimanded or formally censured by the Council;
 - 3. Lose all or a portion of their Commission assignments (both within the City of Roseburg or with other governmental agencies); or
 - 4. Have official travel restricted.
- D. Council members should point out any infractions of the rules and procedures to the offending Councilor. If the offense(s) continues, the matter should be referred to the Mayor and the Mayor shall discuss the matter with the Councilor. If the Mayor is the individual whose actions are being challenged, the matter should be referred to the Council President.
- E. It is the responsibility of the Mayor to initiate action if a Council member's behavior warrants sanction. If no action is taken by the Mayor, the alleged violation(s) can be brought up with the full Council in a public meeting.

(Ord. 3215 § 12, 2006)

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



CITY MANAGER ACTIVITY REPORT

Meeting Date: August 9, 2021

Department: Administration

www.cityofroseburg.org

Agenda Section: Informational

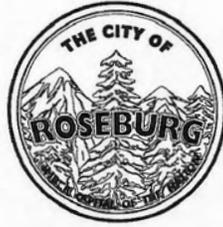
Staff Contact: Nikki Messenger, City Manager

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 August 9, 2021 meeting, the following items are included:

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



Agenda
Department Head Meeting
Public Safety Center Umpqua Room
July 27, 2021 - 10:00 a.m.

1. Review July 26, 2021 City Council Meeting Synopsis
2. August 9, 2021 City Council Meeting agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign
 - A. Cobb Street Bock Party Outdoor Permit
5. Department Items
 - A. COVID Impacts, Changes, Numbers and/or Updates (NM)
 - B. KMTR News Segment Update (SH)



Agenda
Department Head Meeting
Electronically via Zoom
August 2, 2021 - 10:00 a.m.

1. IT Department Information/Updates (BW)
2. August 9, 2021 City Council Meeting agenda
3. Review Tentative Future Council Meeting Agendas
4. Documents, Events, or Grants to review and/or sign
5. Department Items
 - A. COVID Impacts, Changes, Numbers and/or Updates (NM)
 - B. KMTR News Segment Update (SH)

TENTATIVE FUTURE COUNCIL AGENDA



Unscheduled

- Airport Fees for Fire Agency Services
- Umpqua Basin Urban Services Agreement

August 23 2021

Commission Reports

- A. Library Commission Appointment

Consent Agenda

- A. Minutes of August 9, 2021

Department Items

- A. 2021 Total Maximum Daily Load Implementation Plan Update
- B. Asset Management Software 3 Year Agreement
- C. American Rescue Plan Act (ARPA) Fund Discussion

Informational

- A. City Manager Activity Report
- B. Financial Quarterly Report

Executive Session

- A. City Manager Annual Evaluation

September 13, 2021

Mayor Reports

- A. Constitution Day and Week Proclamation
- B. City Manager Compensation

Consent Agenda

- A. Minutes of August 23, 2021

Department Items

- A. Parking Enforcement Services Contract Award Recommendation

Informational

- A. City Manager Activity Report

September 27, 2021

Consent Agenda

- A. Minutes of September 13, 2021

Department Item

- A. OCF Grant Presentation
- B. Flexible Management Agreement with Douglas County
- C. 5-Year Pavement Management Plan

Informational

- A. City Manager Activity Report

October 11, 2021

Consent Agenda

- A. Minutes of September 27, 2021

Informational

- A. City Manager Activity Report

October 25, 2021

Consent Agenda

- A. Minutes of October 11, 2021

- B. Cancellation of November 22, 2021 Meeting

Department Items

- A. 2021 Oregon Public Library Statistical Report

Informational

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

November 8, 2021

Consent Agenda

- A. Minutes of October 25, 2021
- B. Cancellation of December 27, 2021 Meeting

Informational

- A. City Manager Activity Report

Executive Session ORS 192.660(2)

- A. Municipal Court Judge Annual Performance Evaluation
-

December 13, 2021

Mayor Reports

- A. Municipal Court Judge Compensation

Consent Agenda

- A. Minutes of November 8, 2021

Informational

- A. City Manager Activity Report
-

January 10, 2022

Mayor Reports

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

Commission Reports/Council Ward Reports

- A. Election of Council President

Consent Agenda

- A. Minutes of December 13, 2021

Informational

- A. City Manager Activity Report
-

January 24, 2022

Consent Agenda

- A. Minutes of January 10, 2022

Informational

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

February 14, 2022

Consent Agenda

- A. Minutes of January 24, 2022

Informational

- A. City Manager Activity Report
-

February 28, 2022

Mayor Reports

- A. American Red Cross Month Proclamation

Consent Agenda

- A. Minutes of February 14, 2022

Informational

- A. City Manager Activity Report
-

March 14, 2022

Consent Agenda

- A. Minutes of February 28, 2022

Informational

- A. City Manager Activity Report
-

March 28, 2022

Mayor Reports

- A. Child Abuse Prevention Month Proclamation
- B. National Library Week Proclamation

Consent Agenda

- A. Minutes of March 14, 2022

Informational

- A. City Manager Activity Report
-

Friday Message July 23, 2021

- The highlight of the week was the ribbon cutting ceremony at Beulah Park on Thursday. Gary and Janice Quist attended and were able to share a significant amount of park history, which added a personal touch to the importance of the park to the neighborhood. Big thanks to the PW Engineering Division and Parks and Public Works crews for all their hard work and to the Oregon Parks and Recreation Department for the Local Government Grant that made this project possible!



- On Monday, the Mayor and I attended the Umpqua Economic Development Partnership (UEDP) meeting and heard updates from Executive Director Wayne Patterson. The group held a spirited discussion related to the challenges created by the work force shortage and the impacts this is having on businesses in our community.
- The Library Commission met on Tuesday. The Commission received updates and provided input related to the branding/wrap being developed for the new grant-funded mini-van purchased to deliver programming outside of the library facility. Speaking of outside programming, library staff was busy this week bringing books, and STEM projects to the following locations: Monday - Jo Lane Middle School, Tuesday - Winchester Elementary, Wednesday - Lunchbox Express and Craft at Stewart Park, Thursday - Sunnyslope Elementary, Friday - Storytime at Stewart Park.
- On Thursday, Department Heads and the City Attorney met with new City Councilor Shelley Briggs Loosely to welcome her to the team and provide an informal orientation.
- The American Legion Baseball Oregon AAA state championship tournament kicked off today at Legion Stadium in Stewart Park. It is great to see a statewide tournament come to the new turf! Go Docs!
- With the news about water restrictions happening in Sutherlin, I wanted to remind Council that our splash pad is a re-circulating system. The water is treated and re-used, not routed to the sewer system.
- Meetings next week:
 - Homeless Commission – Monday 7/26 @ 11:00 a.m.
 - City Council – Monday, 7/26 @ 7:00 p.m.

Friday Message July 30, 2021

- I want to start with a big thank you to the Roseburg Senior Center, Todd Boyd & Ruth Smith, for opening a cooling center on Thursday and Friday this week. I received confirmation Wednesday evening that the board had approved opening up from 11 a.m. to 7 p.m. both days. Through the efforts of many individuals and organizations, resources were pulled together very quickly. Thank you to Wayne Ellsworth, Christopher Hutton and other HTAG members for getting the word out and providing cots and other supplies. Thank you to KC Bolton and his team at Aviva for providing a medical bus. Thank you to Koree Tate for coordinating, purchasing and delivering needed supplies. Thank you Ryan Finlay for helping spread the word. Thank you to Melissa McRobbie-Toll for coordination efforts. Thank you Dr. Bob and DPHN for providing COVID advice. I apologize, as I am sure I am missing many others, but it is inspiring to see what can happen when we all work together!



- The Homeless Commission met on Monday and received several updates. Amy and I both attended the HTAG meeting on Wednesday and participated in their discussion regarding immediate needs.
- The Request for Proposals (RFP) for an organization to run the future navigation center has been drafted and was posted on Thursday. The RFP advertisement was posted in the normal fashion and was forwarded to any individuals or groups that have shown interest in the project.
- If you haven't seen the latest updates, the number of new COVID infections in Douglas County between Monday 7/26 and today 7/30 is **212 in five days**. Yesterday there were **66** new positive or presumptive cases. This is the highest single day total since the beginning of the pandemic. During the Douglas County/City Leader phone call on Wednesday, Commissioner Freeman indicated that two of the individuals in the ICU are in their 20's. This is a dangerous trend. Please do your best to stay safe.
- The Oregon Health Authority has adopted the CDC guidance recommending that masks be required in all indoor public spaces. Staff discussed this guidance and reached a decision to implement a mask requirement in city facilities. As you may have read in the press release, public access will be limited to the lobbies of the PSC and City Hall and staff and visitors are asked to wear masks in public spaces beginning Monday, August 2. The Library instituted the mask requirement immediately and has had good compliance.
- Given the new guidance and the increase in new positive tests in Douglas County, staff has decided to keep commission meetings virtual for now. Staff had intended to go back to in-person meetings in August, but will delay that adjustment.

- Staff has signed and submitted the required paperwork to initiate the process to receive the ARPA funding from the state.
- Last, but not least, congratulations to Ron Harker and the Finance Department for receiving the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the 28th year in a row! Great work!
- Meetings next week: Planning Commission, Monday 8/2 @ 7 p.m. via Zoom