

ROSEBURG CITY COUNCIL AGENDA – SEPTEMBER 8, 2025

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

See Audience Participation Information for instructions on how to participate in meetings.

7:00 p.m. Regular Meeting

1. Call to Order – Mayor Larry Rich

2. Pledge of Allegiance

Roll Call

Tom Michalek

Andrea Zielinski

Jason Tate

Ruth Smith

Ellen Porter

Katie Williams

Zack Weiss

Shelley Briggs Loosley

3. Mayor Reports

A. Voting Delegate for the League of Oregon Cities Business Meeting

4. Commission Reports/Council Ward Reports

A. Homeless Commission Resignation

B. Planning Commission Resignation

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

6. Consent Agenda

A. August 11, 2025 Meeting Minutes

B. August 25, 2025 Meeting Minutes

7. Ordinance

A. Ordinance No. 3614 – Granting a Telecommunications Franchise to Vonage America, LLC, Second Reading

8. Department Items

A. Fireworks Risk Assessment

9. Items from Mayor, City Council and City Manager

A. Reading of Executive Session Disclaimer ORS 192.660(2)(i)

10. Adjourn

11. Executive Session ORS 192.660(2)(i)

A. City Manager Evaluation

Informational

A. Future Tentative Council Agendas

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

Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470-3397 (Phone 541-492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation.

TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

AUDIENCE PARTICIPATION INFORMATION

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

Comments may be provided in one of three ways:

- **IN PERSON during the meeting in the Council Chambers, Roseburg City Hall, 900 SE Douglas Ave.**
 - Each speaker must provide their name, address, phone number and topic on the Audience Participation Sign-In Sheet.
 - **VIA EMAIL by sending an email by 12:00 p.m. the day of the meeting to info@roseburgor.gov.**
 - These will be provided to the Council but will not be read out loud during the meeting. Please include your name, address and phone number within the email.
 - **VIRTUALLY during the meeting. Contact the City Recorder by phone (541) 492-6866 or email (info@roseburgor.gov) by 12:00 p.m. the day of the meeting to get a link to the meeting.**
 - Each speaker must provide their name, address, phone number and topic in the email. Speakers will need to log or call in prior to the start of the meeting using the link or phone number provided. When accessing the meeting through the ZOOM link, click "Join Webinar" to join the meeting as an attendee. All attendees will be held in a "waiting room" until called on to speak. It is helpful if the speaker can provide a summary of their comments via email to ensure technology/sound challenges do not limit Council's understanding.
- Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item.
 - Anyone wishing to speak regarding an item on the Consent Agenda, or on a matter not on the evening's agenda, may do so under "Audience Participation."
 1. Speakers will be called by the Mayor in the order in which they signed up. The Mayor will generally call in-person speakers prior to calling speakers participating via Zoom. Each virtual speaker will be transferred from the "waiting room" into the meeting to provide comments, then moved back to the "waiting room" upon completion of their comments.
 2. Persons addressing the Council in person or virtually must state their name and city of residence for the record.

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

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

ORDER AND DECORUM

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

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

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

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

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



VOTING DELEGATE FOR THE LEAGUE OF OREGON CITIES BUSINESS MEETING

Meeting Date: September 8, 2025
Department: Administration
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

As part of the League of Oregon Cities (LOC) annual business meeting on October 4, 2025, city representatives are asked to vote to elect the LOC Board of Directors for 2026. The issue for Council is whether to assign a voting delegate for the annual business meeting.

BACKGROUND

A. Council Action History.

In past years the City Council has appointed a voting delegate that was either attending the LOC conference or able to attend the business meeting virtually.

B. Analysis.

The LOC requires member cities to identify a voting delegate for the annual business meeting to participate in the election of the 2026 Board of Directors and other business matters. This ensures the City of Roseburg has representation and a voice in statewide municipal decision-making.

C. Financial/Resource Considerations.

There are no financial or resource impacts associated with designating a voting delegate.

D. Timing Considerations.

Cities are asked to identify a voting delegate by September 24, 2025. If a delegate is attending the business meeting virtually, LOC requires both the voting delegate and an alternate to be appointed by Resolution and submitted ten days prior to the meeting.

COUNCIL OPTIONS

1. Designate a Council member as the voting delegate.
2. Designate an alternate Council member or staff member if the primary delegate is unavailable.
3. Decline to designate a delegate (which would forfeit the City's vote at the LOC Business Meeting)

STAFF RECOMMENDATION

Staff recommend that the City Council designate a voting delegate and an alternate to represent the City of Roseburg at the LOC Annual Business Meeting.

SUGGESTED MOTION

“I move to designate (Councilor/Staff Name) as the voting delegate and (Councilor/Staff Name) as the alternate delegate for the LOC Annual Business Meeting”

ATTACHMENTS:

None



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

HOMELESS COMMISSION RESIGNATION

Meeting Date: September 8, 2025

Department: Administration

www.cityofroseburg.org

Agenda Section: Commission Reports

Staff Contact: Grace Jelks, Management Asst.

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Homeless Commission Member Scott Tougas has resigned from his position on the Commission.

BACKGROUND

A. Council Action History.

n/a.

B. Analysis.

Commissioner Tougas informed staff of his resignation on August 18, 2025, effective immediately.

C. Financial/Resource Considerations.

n/a.

D. Timing Considerations.

It is recommended action be taken as soon as practical to accept Homeless Commission Member Tougas' resignation. The position may be filled by a member at-large.

STAFF RECOMMENDATION

Staff recommends the City Council accept Member Tougas' resignation.

SUGGESTED MOTION

"I MOVE TO ACCEPT SCOTT TOUGAS' RESIGNATION FROM THE HOMELESS COMMISSION, WITH REGRETS."

ATTACHMENTS:

Attachment #1 – Resignation Letter



Dear Members of the Roseburg City Counsel,

I am writing to formally resign from my position on the Roseburg Homeless Commission, effective immediately.

After thoughtful consideration, I have come to the conclusion that my skills and time may be better utilized elsewhere. At this time, I do not believe the Commission is benefiting meaningfully from my involvement, and I would prefer to focus my efforts on the direct expansion and provision of behavioral health services for low-income families in Douglas County. It is my hope that by investing in these services, I can contribute to efforts that help prevent homelessness at its root.

I remain deeply committed to the cause of supporting our unhoused neighbors and appreciate the work the Commission continues to do on their behalf. I wish you all the best in your ongoing initiatives and collaborations.

Sincerely,

Scott Tougas, LPC



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

PLANNING COMMISSION RESIGNATION

Meeting Date: September 8, 2025

Department: Administration

www.cityofroseburg.org

Agenda Section: Commission Reports

Staff Contact: Grace Jelks, Management Asst.

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Planning Commission Member Matthew Keller has resigned from his position on the Commission.

BACKGROUND

A. Council Action History.

n/a.

B. Analysis.

Commissioner Keller notified staff on July 28, 2025, of his intent to resign due to his planned relocation outside of city limits. He agreed to continue serving on the Commission until his move in September. An appointee to this position must reside in the City or within the Urban Growth Boundary. Upon Council's acceptance of the resignation, staff will begin soliciting from interested parties through the local news media, social media and the City's website.

C. Financial/Resource Considerations.

n/a.

D. Timing Considerations.

It is recommended action be taken as soon as practical to accept Commissioner Keller's resignation and take steps to fill the position.

STAFF RECOMMENDATION

Staff recommends the City Council accept Commissioner Keller's resignation.

SUGGESTED MOTION

"I MOVE TO ACCEPT MATTHEW KELLER'S RESIGNATION FROM THE PLANNING COMMISSION, WITH REGRETS."

ATTACHMENTS:

Attachment #1 – Subject Resignation

From: Matt Keller

Sent: Monday,
July 28, 2025 12:43 PM

To: Stuart I. Cowie <SCowie@cityofroseburg.org>

Subject: Planning Commission Resignation

Stu,

I will be moving to Lookingglass in the second half of September this year and will need to resign from my position on the Planning Commission. I plan to attend the September planning commission but that will be my last meeting, unfortunately.

It has been a pleasure working with you and other City staff on some very important topics/goals in the last two years. I have learned a lot in the couple years I have served the position and feel serving on the planning commission has allowed me a lot of personal growth. I have a much greater respect for you and other department staff as I've gotten to see a closer look at the things you guys work on behind the scenes that most don't see. You should be very proud of the work you have accomplished working towards the City's housing goals. I feel fortunate to have served at a time where so much progress has been made toward those goals.

I look forward to continuing work with you and other staff members on Engineering projects located in the City.

Thank you!

Matt Keller, PE, GE, CSI.

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
August 11, 2025**

Mayor Rich called the regular meeting of the Roseburg City Council to order at 7:42 p.m. on August 11, 2025, in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

1. Pledge of Allegiance

Councilor Briggs Loosley led the pledge of allegiance.

2. ROLL CALL

Present: Mayor Larry Rich, Councilors Shelley Briggs Loosley, Tom Michalek, Ellen Porter (via Zoom), Ruth Smith, Zack Weiss, Katie Williams, and Andrea Zielinski

Absent: Jason Tate

Others: City Manager Nikki Messenger, City Attorney Jim Forrester, Police Captain Jeremy Sanders, Fire Chief Tyler Christopherson, Community Development Director Stu Cowie, Public Works Director Ryan Herinckx, Finance Director Ron Harker, Human Resources Director John VanWinkle, City Recorder Amy Nytes, Management Assistant Grace Jelks, and The News Review Reporter Patrick Moore

3. Mayor Reports

None.

4. Commission Reports/Council Ward Reports

A. Mayor Rich presented Parks and Recreation Commission Appointment.

Council President Smith moved to appoint Joshua James to the Parks and Recreation Commission with a term expiration of December 31, 2025. The motion was seconded by Councilor Briggs Loosley and approved with following vote: Councilors Briggs Loosley, Michalek, Porter, Smith, Weiss, Williams, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

5. Audience Participation

Received one written comment that was provided to Council prior to the meeting.

6. Consent Agenda

A. July 28, 2025, Regular Meeting Minutes.

B. OLCC New Outlet – ROEX, LLC dba Holiday Inn Express & Suites – North Roseburg located at 1530 NW Mulholland Dr.

Council President Smith moved to approve the consent agenda. The motion was seconded by Councilor Zielinski and approved with following vote: Councilors Briggs Loosley, Michalek, Porter, Smith, Weiss, Williams, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

7. Ordinances

- A. Nytes presented Ordinance No. 3613 – Amending Chapter 2.20 of the Roseburg Municipal Code, Second Reading.

Nytes read Ordinance No. 3613, entitled “An Ordinance Amending Chapter 2.20.040 of the Roseburg Municipal Code,” for a second time.

Council President Smith moved to adopt Ordinance No. 3613. The motion was seconded by Councilor Zielinski. Roll call vote was taken: Councilors Briggs Loosley, Michalek, Porter, Smith, Weiss, Williams, and Zielinski voted yes. No Councilor voted no. The motion passed unanimously.

8. Department Items

- A. Messenger presented options, and Council discussed the availability, safety, and cost of injectable Naloxone compared to the nasal spray currently used by public safety agencies.

Mayor Rich and Councilors asked about timing for lifesaving administration, methods of delivery, cost, whether kits come preloaded, and potential client reactions.

Sanders clarified that outcomes depend on type and quantity of drug, multiple doses are often needed, and nasal spray is standard for non-medical personnel. Injectable kits are becoming more common and are provided through harm-reduction programs.

Dane Zahner, HIV Alliance Manager, explained that injectable kits are not preloaded, contain enough for four doses, are taught through a six-step process, and are significantly cheaper than the nasal spray. Kits were previously distributed in city limits before distribution in parks was stopped under the needle ordinance.

Messenger clarified the ordinance does not prohibit the possession of needles but does prohibit their distribution in parks.

Sanders noted a substantial reduction in discarded needles since the ordinance, though many found are from reversal kits.

Outreach by HIV Alliance and Adapt continues at connecting points and in parks; Adapt is shifting toward nasal spray to reduce discarded needles.

Supportive comments emphasized affordability, effectiveness, and the need to save lives (Weiss, Williams, Smith).

Opposing comments cited concerns about exposing children to needles, discarded syringes in parks, and preference for nasal spray (Briggs Loosley, Michalek, Porter, Zielinski, Mayor Rich).

Mixed comments acknowledged both the need for harm reduction and concern for park safety.

Public Comment

Dane Zahner, HIV Alliance Manager, spoke in favor of Options for Allowing Distribution of Injectable Overdose Reversal Kits on City Property.

Received one written comment in favor of Options for Allowing Distribution of Injectable Overdose Reversal Kits on City Property.

Councilor Weiss moved to allow distribution of injectable Naloxone on all city property. The motion was seconded by Councilor Williams. Councilors Smith, Weiss, Williams, voted yes. Councilors Briggs Loosley, Michalek, Porter, and Zielinski voted no. The motion failed (3-4).

B. Cowie presented Downtown Parking Committee Recommendations.

Disclosures:

- Councilor Williams disclosed ownership of a business in the parking enforcement area.
- Councilor Weiss disclosed that he lives and works in the parking enforcement area.
- Councilor Porter disclosed that she lives in the parking enforcement area.

Council discussed potential consequences of cancelling the ACE Parking contract, including prior enforcement issues, garage security, janitorial services, loitering, and availability of customer parking. Cowie and Messenger clarified contract terms, costs, and the financial structure of the parking program. Councilors raised questions about enforcement alternatives, kiosk equipment costs, deficits, business permit fees, and whether downtown businesses should contribute more.

Councilor Porter moved to postpone the item until staff could prepare a report on the impacts of cancelling the ACE Parking contract. The motion, seconded by Council Michalek. Councilor Michalek voted yes. Councilors Briggs Loosley, Smith, Weiss, Williams, and Zielinski voted no. The motion failed (1-5). Due to technical issues, Councilor Porter was unable to participate in the vote.

Councilors expressed differing views:

- Some favored continuing discussion without delay, noting prior problems when no enforcement was in place (Weiss, Zielinski, Smith).
- Others supported gathering more information on alternatives, such as part-time enforcement or revisiting recommendations (Williams, Porter, Michalek).
- Comments also reflected concerns about deficits, business contributions, and balancing enforcement with accessibility.

Public Comment:

Ken Deatherage, resident, opposed the current downtown parking enforcement model and referenced his knowledge of parking enforcement practices in the City of Lebanon.

Roger Hartman, resident, opposed the proposed kiosks recommended by the Downtown Parking Committee and referenced his knowledge of parking enforcement in the City of Grants Pass.

Gary Quist, business owner, opposed the Downtown Parking Committee's recommendations for kiosks and full-time enforcement and referenced his knowledge of parking enforcement in the City of Silverton.

By consensus, staff were directed to bring back information on potential unintended consequences of terminating the ACE Parking contract.

A question was raised about have staff spending time gathering information about adding a part-time meter reader for 2 – 3 days weekly; no consensus was reached by the Council.

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

Mayor Rich read the Executive Session Disclaimer into the record.

10. Adjourn

Mayor Rich adjourned the regular meeting at 10:04 p.m.

Grace Jelks

Grace Jelks

Management Staff Assistant

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
August 25, 2025**

Mayor Rich called the regular meeting of the Roseburg City Council to order at 7:02 p.m. on August 25, 2025, in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon.

1. Pledge of Allegiance

Councilor Porter led the pledge of allegiance.

2. ROLL CALL

Present: Mayor Larry Rich, Councilors Tom Michalek, Ellen Porter, Ruth Smith, Jason Tate, Zack Weiss, Katie Williams, and Andrea Zielinski

Absent: Shelley Briggs Loosley

Others: City Attorney Jim Forrester, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Community Development Director Stu Cowie, Library Director Kris Wiley, Public Works Director Ryan Herinckx, Human Resources Director John VanWinkle, City Recorder Amy Nytes, Management Assistant Grace Jelks, and The News Review Reporter Patrick Moore

3. Mayor Reports

None.

4. Commission Reports/Council Ward Reports

Councilor Michalek spoke about the August 21, 2025, Airport Commission meeting.

Councilor Porter spoke about the August 14, 2025, Public Works Commission meeting.

Councilor Williams spoke about the August 20, 2025, Historic Resources Review Commission meeting.

A. Councilor Porter presented Public Works Commission Resignation.

Councilor Porter moved to accept Timothy Swenson's resignation from the Public Works Commission, with regrets. The motion was seconded by Council President Smith and approved with following vote: Councilors Michalek, Porter, Smith, Tate, Weiss, Williams, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

5. Audience Participation

Demetrius McCain, resident, spoke about maintenance of bushes and streetlight issues near the fire station located at West Harvard Avenue and West Francis Street.

Max Smoot, resident, spoke about the removal of flowers from the planter boxes on Rose Street.

Eric Soder, resident, spoke about unresolved homelessness issues in the parks.

6. Consent Agenda

A. August 4, 2025, Special Meeting Minutes.

B. August 11, 2025, Special Meeting Minutes.

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

7. Resolution

A. Herinckx presented FAA Grant Acceptance – Airport Fencing and Security Upgrades Resolution No. 2025-12.

Council discussed fence heights, issues with security, and planned upgrades.

Herinckx clarified the current height discrepancy, making the fence uniform at Gate No. 2 and across Newton Creek, and upgrading security around the property to address complaints and safety issues.

Councilor Michalek moved to adopt Resolution No. 2025-12, A Resolution Authorizing Acceptance of a Grant Offer from the Federal Aviation Administration in the maximum amount of \$500,000 to be used towards the Airport Fencing and Security Upgrades Project, AIP#3-41-0054-033-2025, in the Development of the Roseburg Regional Airport. The motion was seconded by Council President Smith and was approved with the following vote: Councilors Michalek, Porter, Smith, Tate, Weiss, Williams, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

8. Ordinance

A. Nytes presented Ordinance No. 3614 – Granting a Telecommunication Franchise to Vonage America, LLC, Effective January 1, 2026, First Reading.

Council agreed to a first reading and Nytes read Ordinance No. 3614, entitled, “An Ordinance Granting a Telecommunication Franchise to Vonage America, LLC, Effective January 1, 2026,” for the first time.

9. Department Items

A. Herinckx presented Airport Fencing and Security Upgrades – Bid Recommendation – 24GR03.

Council discussed additional costs for environmental work and the discrepancies in the alternative bid amounts.

Herinckx clarified that all required environmental work has been completed and included in the project cost, and that the alternate bid amount was provided as a potential cost-saving option.

Councilor Michalek moved to award the Airport Fencing and Security Upgrades Project to the lowest responsible bidder, Priority One Fencing, for \$279,892, contingent upon receipt of a grant offer from the FAA. The motion was seconded by Councilor Zielinski and approved with following vote: Councilors Michalek, Porter, Smith, Tate, Weiss, Williams, and Zielinski voted yes. No Councilors voted no. The motion passed unanimously.

- B. Herinckx presented Equipment Purchase – Leaf Pickup Machine through the Sourcewell cooperative purchasing agreement.

Council discussion included whether the existing machine should be retained as a backup, the potential value of the old machine if sold as surplus auction compared to keeping it for parts, and the feasibility of operating both machines simultaneously.

Herinckx clarified the current machine would be auctioned, noted that large river rock damages the fan and housing unit, and explained an additional dump truck for leaf collection if both machines were in operation at the same time.

Councilors expressed differing views:

- Recognition of the importance and appreciation for the leaf pickup program (Mayor Rich, Smith).
- Comments also reflected concern about the cost of a new machine (Weiss).
- Others supported keeping the current machine as a backup in addition to purchasing a new machine (Mayor Rich, Porter, Tate, Michalek).

Councilor Porter moved to authorize the purchase of an Old Dominion Brush Company Xtremovac LCT6000 Tow-Behind Leaf Pickup Machine from SWS Equipment through the Sourcewell Cooperative Purchase Agreement for \$129,888.04. The motion was seconded by Councilor Zielinski.

Councilor Weiss stated he planned to vote against the motion, citing the need to consider repair costs for existing equipment before purchasing new.

The original motion was approved with following vote: Councilors Michalek, Porter, Smith, Tate, Williams, and Zielinski voted yes. Councilor Weiss voted no. The motion passed (6-1).

- C. Cowie presented Consequences of No Parking Enforcement.

Council discussed potential consequences of cancelling the ACE Parking contract, including prior enforcement programs, garage maintenance, costs for implementing a new parking program, methods for generating revenue, and enforcement alternatives.

Councilors raised questions about costs for the existing program, contract terms, revenue generated by prior parking programs, selling the parking garage, methods for generating new revenue, exploring contract options with other

vendors, plan for solvency, and utilizing a part-time city employee for random enforcement.

Cowie, Herinckx, and Forrester clarified costs, potential maintenance issues, contract terms, prior efforts address security and repairs in the parking garage, history of prior enforcement contracts, and internalizing parking enforcement within city services.

Public Comments:

Ken Deatherage, resident, spoke in support of parking enforcement but urged the City to consider less costly approaches, such as complaint-driven or random enforcement.

Keith Tidball, resident, spoke in opposition of full-time parking enforcement and expressed concern that the current vendor costs are not sustainable and urged creation of a parking program better suited to the City's size and budget.

Councilors expressed the following views:

- Some supported the subcommittee discussing new recommendations, exploring alternative parking contracts, gathering information from similar-sized cities and whether those parking programs are subsidized, and the cost for part-time parking enforcement (Mayor Rich, Porter, Williams, Tate, Weiss)
- Comments reflected concerns about the current contract not meeting expectations, the need for better customer service, and financial strain on the budget or other city services (Zielinski, Weiss, Smith).

Councilor Weiss outlined the subcommittee's focus when developing recommendations to improve the parking program and reduce the deficit.

Cowie noted for the record the steps taken by staff to gather and share information about the parking enforcement solutions; many options have been presented to Council for adoption and encouraged hiring a parking professional to assess the issues and make recommendations.

Following discussion, Council reached consensus to have staff return with information on the cost of part-time parking enforcement and examples from comparable cities that fund their parking programs entirely through revenue as well as those that subsidize parking programs.

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

Councilor Michalek shared a picture of The Point showing what it looked like before experiencing homelessness issues and would like the Council to take tour of the area before another camp cleanup.

There was a consensus to have staff schedule the Council for a tour of The Point.

Councilor Weiss asked that staff follow up about the issues brought up during audience participation. Herinckx responded that he will contact those individuals to address their concerns.

Council President Smith inquired about the possibility of an ordinance limiting motorcycle clubs to specific zoning areas. City Attorney Forrester responded that he would research the matter.

Mayor Rich read the Executive Session Disclaimer into the record.

11. Adjourn

Mayor Rich adjourned the regular meeting at 9:36 p.m.

Grace Jelks

Grace Jelks

Management Staff Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



ORDINANCE NO. 3614 GRANTING A TELECOMMUNICATIONS FRANCHISE TO VONAGE AMERICA, LLC

Meeting Date: 9/8/2025
Department: Administration
www.cityofroseburg.org

Agenda Section: Ordinances
Staff Contact: Amy Nytes
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

At the August 25, 2025, meeting the Council heard the first reading of Ordinance 3614. In order to complete the process, Council will need to hear a second reading and adopt the ordinance. For second reading, no motion is needed only consensus to proceed. After the second reading occurs, the following motion would be appropriate.

SUGGESTED MOTION

"I MOVE TO ADOPT ORDINANCE NO. 3614"

ATTACHMENTS:

Attachment #1 - Ordinance No. 3614

ORDINANCE NO. 3614

AN ORDINANCE GRANTING A TELECOMMUNICATION FRANCHISE TO VONAGE AMERICA, LLC EFFECTIVE JANUARY 1, 2026

SECTION 1. Grant of Franchise. The City of Roseburg, hereinafter called “City”, hereby grants Vonage America, LLC, hereinafter called “Franchisee”, the non-exclusive right to use and occupy all public ways within the Franchise Territory, solely for the purposes described herein, for a period of three years, beginning January 1, 2026 and ending December 31, 2028 following Franchisee’s acceptance of the Franchise as provided in Section 11 of this Ordinance.

SECTION 2. Incorporation of Roseburg Municipal Code. This Franchise is granted pursuant to Chapter 9.25 of the Roseburg Municipal Code (“RMC”), entitled “Telecommunications Providers”, and shall be interpreted to include all provisions of Chapter 9.25, as it now exists and as it may be amended during the term of the Franchise, and all other provisions of the Roseburg Municipal Code and City regulations with which Chapter 9.25 requires compliance, as if set forth in writing herein. A copy of Chapter 9.25, as it exists and is in effect on the effective date of this Franchise, is attached to this Franchise as Exhibit “A”. It shall be the responsibility of the Franchisee to keep itself informed of any amendments to applicable provisions of the Roseburg Municipal Code and all related regulations.

SECTION 3. Amendment and Renewal. The Franchise granted by this Ordinance may be amended in accordance with RMC 9.25.120 and may be renewed in accordance with RMC 9.25.100.

SECTION 4. Franchise Territory. The “Franchise Territory” is all territory within the boundaries of the City of Roseburg, as currently existing or as the boundaries may be adjusted during the term of this Franchise.

SECTION 5. Services to be Provided. Franchisee shall provide telecommunications services as authorized by law to residents, businesses and other entities within the City of Roseburg.

SECTION 6. Franchise Fees. Franchise fees shall be based on Franchisee’s annual use of the City’s public ways, as provided below:

A. Fee Base. For the privileges granted by this Franchise, Franchisee shall pay five percent (5%) of its gross revenue derived from services provided to customers within the City limits of Roseburg.

B. Payment. All payments due hereunder shall be paid to the City of

Roseburg by check or money order delivered to the address of the City for notices as set forth herein.

C. Due Date. Franchise fees shall be paid to the City on a quarterly basis, based on the revenues derived from the quarter just passed, not more than 30 days following the end of each quarter.

D. Late Fee. If Franchisee fails to pay the Franchise fee when due, Franchisee shall be charged a penalty of ten percent (10%), and the legal rate of interest established by state statute on the unpaid balance.

SECTION 7. Notices and Authorized Representatives.

A. Except for emergency notification of Franchisee, all notices or other communications between the parties shall be deemed delivered when made by certified United States mail or confirmed express courier delivery to the following persons and locations:

If to City:

City of Roseburg
ATTN: Amy Nytes, City Recorder
900 SE Douglas
Roseburg, OR 97470
E-mail: anytes@roseburgor.gov
Phone: 541-492-6866

If to Franchisee:

Vonage America, LLC.
ATTN: Rosanne Fernandez
23 Main Street
Holmdel, NJ 07733
E-mail: vonagetax@vonage.com
Phone: 848-301-4787

Either party may change the identity of its authorized representative(s) or its address or phone number for notice purposes by delivering written notice of the change to the other party.

B. In case of an emergency that causes or requires interruption of service, City shall give Franchisee emergency notification by hand delivery or telephone, as appropriate to the nature of the emergency, to the following:

Contact Person's Name: Mike Weller

Mailing Address: 101 Crawfords Corner Rd. Suite 2416, Holmdel, NJ 07733-1980

Telephone: 202-456-1394

SECTION 8. Location, Relocation and/or Removal of Facilities. RMC Chapter 4.02, along with RMC Sections 9.25.290 – 9.25.320, sets forth the conditions for the construction, installation, location, relocation and removal of Franchisee's facilities. There are no exceptions or additions to these regulations unless Franchisee is exempted by statute.

SECTION 9. Representation and Warranty of Franchisee. By executing this document, Franchisee represents and warrants that it is familiar with all provisions of this Franchise, including those contained in this Ordinance, and that it accepts and agrees to be bound by all terms, conditions and provisions set forth herein.

SECTION 10. Franchise Effective Date. Franchisee submitted an application requesting a new telecommunications franchise and paid the application processing fee on June 17, 2025. Franchisee has been serving Roseburg customers since October 1, 2011. The Roseburg City Council approved the request for a new franchise agreement at its meeting on September 8, 2025; and hereby authorizes this Franchise effective January 1, 2026 and expiring on December 31, 2028, provided Franchisee satisfies the acceptance requirements of Section 11 of this Ordinance.

SECTION 11. Acceptance of Franchise. Upon receipt of this Ordinance, Franchisee shall sign in the space below to indicate its unconditional acceptance of the terms and conditions upon which City has offered the Franchise described herein, and immediately return such acceptance to the City. If Franchisee fails to accept the Franchise and return acceptance to City within 30 days of the adoption of this Ordinance, this Ordinance and the Franchise granted herein shall become void and have no force or effect.

ADOPTED BY THE CITY COUNCIL ON THIS ____ DAY OF _____, 20__.

APPROVED BY THE MAYOR ON THIS ____ DAY OF _____, 20__.

MAYOR

Larry Rich

ATTEST:

Amy Nytes, City Recorder

(Franchisee's Acceptance on Following Page)

FRANCHISEE'S ACCEPTANCE OF ORDINANCE NO.____. This Ordinance is hereby
accepted by _____. on this ____ day of _____, 20__.

By: _____
(Signature)

Name: _____
(Printed)

Title: _____

Date: _____

State of _____)
County of _____) ss.

This acceptance was signed before me on _____, 20__ by,
_____ as _____ of _____.

Notary Public for _____
Name: _____
My commission expires on: _____

Acceptance received by City Recorder on _____, 20__.

Amy Nytes, City Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



FIREWORKS RISK ASSESSMENT

Meeting Date: September 8, 2025
Department: Fire
www.cityofroseburg.org

Agenda Section: Department Items
Staff Contact: Tyler Christopherson
Contact Telephone Number: 541-492-6770

ISSUE STATEMENT AND SUMMARY

In order to uphold our core value of protecting the lives and property of the citizens of the City of Roseburg, while ensuring a safe and comforting environment for everyone, we have been examining the fire and life safety risks associated with fireworks. Staff is asking Council to consider possible actions to establish a ban on the sale, possession, and use of fireworks within the City of Roseburg.

BACKGROUND/ANALYSIS

A. Council Action History.
None.

B. Analysis.

Statistics.

Nationwide - In 2023, fireworks accounted for an estimated 32,302 fires in the U.S., including 3,760 structure fires, 849 vehicle fires, 27,252 outside fires and 441 unclassified fires. These fires caused 15 civilian deaths and led to \$142M in direct property damage. U.S. hospital emergency rooms treated an estimated 10,200 people for fireworks related injuries.

In Oregon - On July 4th 2021, fireworks sparked a deadly fire at an apartment complex in Portland killing 3 people. In September 2017, a massive fire consumed over 48,000 acres in the Columbia River Gorge that was ignited by the use of fireworks. Known as the Eagle Creek fire, it continued to burn for several months and wasn't declared extinguished until a full year later in Sept. 2018. Damages and firefighting costs totaled over \$40 million.

In Roseburg - July 4th 2024, Fire Responses Related to Fireworks

- Structure fire
- Grass fire
- Several bark fires

In Roseburg – July 4th, 2025

- Structure fire
- Dumpster fire
- Fire next to a structure
- 3-acre grass fire with involved vehicle

Roseburg Climate/Topography.

The climate in Douglas County has historically experienced a wet rainy spring that would gradually warm during June and continue through September. However, over the past decade, Douglas County and the rest of Oregon have seen a steady increase in the warmer temperatures that now arrive earlier than in years past. This trend is lowering the moisture content in the fuels in the area such as grass, shrubs, and trees.

The culmination of lower fuel moisture, lower relative humidity, high heat, and winds has extended the wildland fire risk sometimes from May into late October. With an increase in weather conditions and the unique topography of the City of Roseburg and surrounding areas, our risk potential is high.

Roseburg is surrounded by steep hillsides covered in trees and other vegetative fuels. Surrounding the City, forested and open farmland create a wildland urban interface zone that increases fire spread potential. The risk and fear is that a small fire would quickly and rapidly overrun available local resources and spread through the hillsides, carried by dry fuels and winds.

Additional Concerns.

The sounds, smells and shockwaves of fireworks can be triggering for Veterans and people living with post-traumatic stress disorders. These sights and sudden sounds can bring up emotional and physiological reactions, bringing up trauma memories from the past, along with intense anxiety and fear.

Fireworks can also be frightening and dangerous for pets, causing psychological distress and injuries. The sudden noises, bright flashes, and colors can be a sensory overload for them. Pets may run away from familiar people and environments, and become lost. According to statistics, animal control officials across the county see a 30-60% increase in lost pets each year between July 4th and 6th.

Enforcement.

A fireworks sale and use ban would serve as a tool to reduce the risk to people and property of this community. If a ban were to be enacted, Fire Investigators would, as always, be investigating all fires that have a connection to fireworks. If firework use is found as a cause, the offending party will be held responsible. Fireworks use that causes injury or extensive damage may result in heavy fines and/or jail time.

With this change, we don't want to overrun our public safety resources with reports of general use. Dispatch, Police, and Fire units should be reserved for immediate emergency response. Therefore, a public service campaign notifying the community of

the new rules and regulations would be put out well in advance of July 4th. Along with rules, enforcement notices, and alternative celebratory suggestions.

C. Financial/Resource Considerations. If Council supports this concept, staff time would be expended preparing an ordinance for Council consideration at a future Council meeting.

D. Timing Considerations. If Council supports this concept, staff would propose an ordinance be considered before the end of the year in order to give adequate notification to any fireworks vendors that may be planning to sell in Roseburg.

COUNCIL OPTIONS

The Council has the following options:

1. If Council supports the concept of a ban on fireworks within the City Limits, Council could direct staff to prepare an ordinance for consideration at a future meeting; or
2. Council could request additional information; or
3. Council could forego consideration of a fireworks ban at this time.

STAFF RECOMMENDATION

Staff is seeking direction regarding Council's level of support regarding a potential fireworks ban.

ATTACHMENTS:

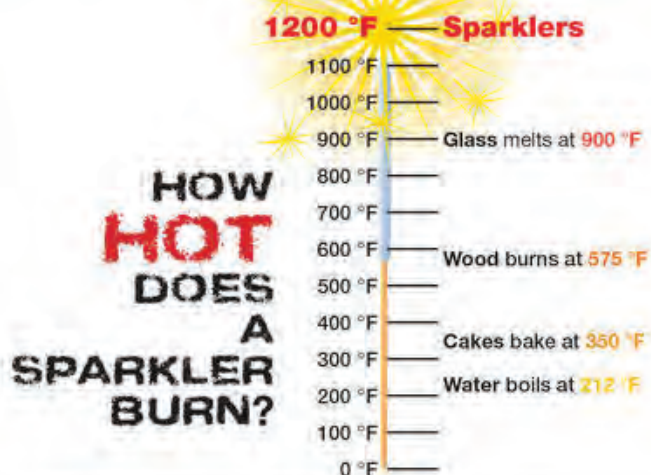
Attachment No. 1 - Sample Public Service Announcement



FIREWORKS are often used to mark special events and holidays. The only safe way to view fireworks is to attend a professional show. With many professional firework shows being canceled this year, it is important to know that **fireworks are not safe in the hands of consumers**. Fireworks cause thousands of injuries each year.

A few ideas to get into the patriotic spirit, without fireworks:

1. Use glow sticks, they glow in the dark and are a safe alternative to a sparkler. Fun for all ages.
2. Loud and proud. Noise makers are sure to make a statement. They can be found at local party supply stores or make your own.
3. Outdoor movie night. Set up a screen and projector. Don't forget the bugspray!
4. Red, white and blue silly string...fun for all ages.
5. Make a patriotic craft with the family.
6. Throw a birthday party for the USA, and don't forget the cake.



FACTS

- ! More than 19,500 reported fires are started by fireworks annually.
- ! Burns account for 44% of the 9,100 injuries treated in emergency rooms seen in the month around July 4.
- ! Half of the fireworks injuries seen at emergency rooms were extremities: hand, finger, or leg. One-third were to the eye or other parts of the head.
- ! Children ages 10–14 had the highest rate of fireworks injury, with more than one-third (36%) of the victims of fireworks injuries under age 15.
- ! Sparklers account for roughly one-quarter of emergency room fireworks injuries.

Source: U.S. Consumer Product Safety Commission (CPSC) 2018 Fireworks Annual Report



NATIONAL FIRE PROTECTION ASSOCIATION
The leading information and knowledge resource on fire, electrical and related hazards

Your Logo



TENTATIVE FUTURE COUNCIL AGENDA

Unscheduled

- Council Goals Adoption
- Five Year Capital Improvement Plan Update
- City Manager Evaluation Process Presentation (Work Study)
- City Manager Evaluation Process Adoption
- UCC Land Transfer
- Thrive Smoking/Vaping Presentation
- Tent Camping Rules Discussion from April Work Session
- Parks CIP
- Water System Master Plan Contract Award
- Accreditation Ceremony/Presentation – PD

September 22, 2025

Mayor Reports

Consent Agenda

A. September 8, 2025 Meeting Minutes

Department Items

A. Solid Waste Management License Fee

B. Parking Discussion Continued

Informational

A. Future Tentative Council Agendas

October 13, 2025

Mayor Reports

Consent Agenda

A. September 22, 2025 Meeting Minutes

Ordinances

A. Ordinance No. _____ Planning Commission Code Update – First Reading

Department Items

A. 2025 Oregon Library Statistical Report

B. Parrott Creek Culvert – Bid Award

Informational

A. Future Tentative Council Agendas

October 27, 2025

Mayor Reports

A. Veteran's and Military Families Appreciation Month

Consent Agenda

A. October 13, 2025 Meeting Minutes

Ordinances

A. Ordinance No. _____ Planning Commission Code Update – Second Reading

B. Ordinance No. _____ Annexation & Zone Change (1058 Greenly) – First Reading

Informational

A. Future Tentative Council Agendas

November 10, 2025

Mayor Reports

Consent Agenda

A. October 27, 2025 Meeting Minutes

Ordinances

A. Ordinance No. _____ Annexation & Zone Change (1058 Greenly) – Second Reading

Executive Session

A. ORS192.660(2)(i) – Municipal Court Judge Evaluation

Informational

A. Future Tentative Council Agendas

B. Municipal Court Quarterly Report

C. Finance Quarterly Report

December 8, 2025

Mayor Reports

Consent Agenda

A. November 10, 2025 Meeting Minutes

Informational

A. Future Tentative Council Agendas
