



CITY OF ROGUE RIVER

133 Broadway • Box 1137 Rogue River, Oregon 97537 • (541) 582-4401
Fax: (541) 582-0937 • website: cityofrogue river.org

REGULAR COUNCIL MEETING THURSDAY, MAY 28, 2026 6:00 P.M.

This meeting is also available for attendance by phone or internet via <https://join.freeconferencecall.com/rogue river>:

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1-978-990-5207
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CALL TO ORDER

INVOCATION –Pastor Larry Brons, Grace Baptist Church

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA

APPROVAL OF MINUTES:

- 1 **Minutes** Consider approving the Regular City Council Meeting Minutes from April 23, 2026, and the Special City Council Meeting Minutes from May 7, 2026.

COMMITTEE REPORTS:

Community Relations: Chamber of Commerce Liaison	(City Councilor Barb Hilty)
Community Relations: Community Center Representative	(City Councilor Barb Gregory)
Community Relations: Rogue River School District #35	(City Councilor Mark Minegar)
Community Relations: Jackson County Fire District #1	(City Councilor Grace Howell)
Emergency Communications of Southern Oregon	(City Administrator Ryan Nolan)
Finance Committee	(City Councilor Sherrie Moss)
Planning Commission Liaison	(City Councilor Barb Gregory)
Rogue Valley Area Commission on Transportation	(Mayor Pam VanArsdale)
Rogue Valley Council of Governments	(Mayor Pam VanArsdale)
Middle Rogue Metropolitan Planning Organization	(Mayor Pam VanArsdale)

PUBLIC INPUT: *Speakers will be allowed three (3) minutes*

ORDINANCES & RESOLUTIONS:

- 2 **Resolution** Consider approving Resolution 26-1472-R, a resolution amending the City's Invocation Policy. The change proposes sending invitations to offer invocations to churches within the Rogue River School District boundary as opposed to the City limits.



TREE CITY USA

We are an AAVEOE and comply with Section 504 of the Rehab. Act of 1973

"Home of the National Rooster Crowing Contest"



- 3 Resolution** Consider approving Resolution 26-1473-R, a resolution adopting an AI policy for staff.
- 4 Resolution** Consider approving Resolution 26-1474-R, a Resolution adopting the budget, making appropriations, and levying taxes for the City of Rogue River for the 2026-2027 fiscal year.
- 5 Resolution** Consider approving Resolution 26-1475-R, a Resolution certifying municipal services provided by the City of Rogue River for the 2026-2027 fiscal year.
- 6 Resolution** Consider approving Resolution 26-1476-R, a Resolution declaring the City's election to receive state revenue sharing funds for the 2026-2027 fiscal year.
- 7 Resolution** Consider approving Resolution 26-1477-R, a Resolution authorizing funds used in the financial management of the City of Rogue River for the 2026-2027 fiscal year.

PUBLIC HEARINGS:

EXECUTIVE SESSION – ORS 192.660 (2)(a,b,c,d,e,f,g,h,i,j,k,l,m,n,o,p,q): {As/If Required}

ADMINISTRATIVE ACTION:

- 8 Park Use** Consider approving a park use request from River Valley Church for the reservation of Rooster Park on September 13, 2026 from 10am to 6pm.

COMMITTEE MINUTES:

- 9 Tree City** Consider accepting the May 14, 2026 Tree City Committee minutes.

OTHER BUSINESS:

COUNCIL MEMBER COMMENT:

MAYOR COMMENTS:

ADJOURNMENT

Public Participation: *Members of the public are welcome to attend Council meetings unless otherwise noted. Public participation by testimony or comment is only permitted on certain matters, the order and length of which shall be regulated by the Council's presiding officer. Any member of the public who fails to comply with the Council's rules of conduct or who causes a disturbance shall be asked to leave, and upon failure to do so, becomes a trespasser. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted.*

Access Assistance: *City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for the other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Administrator, Ryan Nolan, in person, Monday through Thursday, between 9:00 a.m. and 5:00 p.m., or via first class mail at PO Box 1137, Rogue River, OR 97537 or electronically at rnolan@cityofrogueriver.org.*

Meeting Violation: *Written grievances regarding violations of provisions of Public Meeting Law (ORS 192.610 to 192.705) may be submitted to City Administrator, Ryan Nolan, in person Monday through Thursday, between 9:00 a.m. and 5:00 p.m., or via first class mail at PO Box 1137, Rogue River, OR 97537 or electronically at rnolan@cityofrogueriver.org.*

Invocation Policy: *Any invocation that may be offered before the official start of the City Council meeting is the voluntary offering of a private citizen to and for the benefit of the Council pursuant to Resolution No. 23-1408-R. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief of the City Council or the City of Rogue River. No person in attendance at this meeting is or shall be required to participate in any invocation, and the decision whether or not to participate will have no impact on his or her right to actively participate in the public meeting.*

If you wish to speak regarding an agenda item, please sign in before the start of the meeting.

SPECIAL COUNCIL MEETING MINUTES
THURSDAY, MAY 7, 2026
11:00 A.M.

CALL TO ORDER- Mayor Pam VanArsdale called the meeting to order at 11:00AM

PLEDGE OF ALLEGIANCE- Mayor Pam VanArsdale led the council in the pledge.

ROLL CALL Councilor Barb Gregory, Councilor Barb Hilty, Counselor Mark Minegar, Councilor Sherry Moss, Councilor Grace Howell, and Mayor Pam Van Arsdale

STAFF Ryan Nolan, City Administrator, Paige Chick, Finance Officer, Diane Oliver, City Recorder,

PRESS: Brian Mortensen with the Rogue River Press

NEW BUSINESS:

Executive Session

Council will be meeting in executive session in accordance with ORS 192.660(2)(e) in order to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Mayor Pam VanArsdale closed the executive session at 11:22AM

The mayor reminded the council that any notes that were taken during the executive session will be kept for the record.

Mayor Pam VanArsdale re-opened the regular workshop meeting at 11:24AM

Purchase Agreement

Consider approving an agreement offering to purchase real property.

Move by Councilor Barb Hilty to approve an agreement offering to purchase property located at 119 Broadway, Rogue River, Oregon, seconded by Councilor Grace Howell

No discussion on the motion

Vote:

Councilor Mark Minegar, yes
Councilor Barb Hilty, yes
Councilor Barb Gregory, yes
Councilor Sherrie Moss, yes
Councilor Grace Howell, yes

Motion passes

Resolution Consider approving Resolution supporting H.R. 7862, The National Flood Insurance Program Clarification Act of 2026.

Move by Councilor Barb Hilty to approve Resolution supporting H.R. 7862, The National Flood Insurance Program Clarification Act of 2026, seconded by Councilor Barb Gregory

No discussion on the motion

Vote:

Councilor Mark Minegar, yes
Councilor Barb Hilty, yes
Councilor Barb Gregory, yes
Councilor Sherrie Moss, yes
Councilor Grace Howell, yes

Motion passes

OTHER BUSINESS:

Councilor Hilty announced the mixer is tonight at 5:30pm at Beck Field. A reminder to staff to pay Kiwanis for our float entry. Colleen Roberts will be on the float; we will invite our state representative and Senator too.

Barb Gregory will not be at our May 21st meeting, she will be traveling to her granddaughter's graduation.

Let us cancel our workshop on June 4th because we will not have a quorum.

Paige and Ryan did visit the elementary school this week to see if they could help with a grant for play equipment.

The smoke testing has identified some problems that are being identified so that we can repair the storm drains.

Ryan Nolan is getting word from Business Oregon regarding the reservoir project, it goes out to bid soon.

Move by Councilor Barb to adjourn the meeting, seconded by Grace Howell, all ayes, none opposed,

ADJOURN 11:32AM

ROGUE RIVER CITY COUNCIL MINUTES

THURSDAY, APRIL 23, 2026

CITY HALL COUNCIL CHAMBERS

CITY OF ROGUE RIVER, JACKSON COUNTY, OREGON

CALL TO ORDER The Regular Council meeting which was called to order by Mayor Pro-Tem Barb Hilty at 6:00 p.m. Both Mayor and City Administrator are away attending the LOC Spring Conference in Pendleton.

INVOCATION Dale Schaffner, Assembly of God Church, Rogue River

PLEDGE OF ALLEGIANCE Mayor Pro-Tem Barb Hilty led the Council and audience in the Pledge of Allegiance

QUORUM **COUNCIL MEMBERS PRESENT:**
City Councilor Barb Gregory
City Councilor Sherrie Moss
City Councilor Grace Howell
City Councilor Mark Minegar
Mayor Pro-Tem Barb Hilty

COUNCIL MEMBERS ABSENT:
Mayor Pam VanArsdale

STAFF PRESENT:
Michael Bollweg, Public Works Director
Police Chief, Dave Rash
Diane Oliver, City Recorder

MEDIA PRESENT:
None

ONLINE: One Caller

A quorum was present, and due notice had been published.

SPECIAL ORDERS OF BUSINESS:

Proclamation A Mayor's Proclamation declaring National Police Week & Peace Officers Memorial Day Read by Mayor Pro-Tem Barb Hilty and presented it to Police Chief Dave Rash.

APPROVAL OF MINUTES:

Move to accept the regular city council minutes of March 26, 2026
Motion by Councilor Moss, seconded by Councilor Howell

No discussion on the motion

Vote: All ayes, none opposed

Minutes of March 26, 2026, are approved.

COMMITTEE REPORTS:

Community Relations; Chamber of Commerce Liaison: City Councilor Barb Hilty reports that meeting was held on April 16, Barb Hilty was unable to attend, however reported that the banquet will be held on May 30th at the Grange. The next meeting is May 7th at the Little League Field.

Community Relations; Community Center Representative: City Councilor Barb Gregory reports that she is no longer the representative.

Rogue River School Board Liaison: Councilor Mark Minegar reports that the Jr. High got a new P.E teacher Jordan Earheardt. Quay Goff gave the Special Programs report. The school closet is fully stocked so kids no longer need to leave campus for a new set of clothes in the event they get wet in puddles etc. The high school's life skills class puts snack bags together for Elementary School students. Prom is May 2nd. The FFA came in first place in State in Nursery. They are also going to Nationals for Food service, and Nursery which is quite the accomplishment for Rogue River! SBA has a total of 108 students, which is better than the last count of eighty students. They just started a cooking club for 7th-12 graders. On June 6th at 7:00PM graduation is at the West campus of the elementary school. They have a dance coming up this Saturday that will have a Tea Party Theme for all grades. Rogue River High just has their Powder Puff game at Beck Field! Councilor Minegar mentioned that it is not the same sort of game that we had back in the day.

Community Relations: Jackson County Fire District # 1: City Councilor Grace Howell reports the meeting was on April 8th at 7:30AM. They spent 9.5 thousand dollars due to illness and overtime in March. They have three students in their academy. The name change is almost complete, from Rogue River Rural to Jackson County Fire District 1. There was a discussion regarding the pros and cons of having solar. They are discussing changing the times of their meetings so

more public can attend, so there is a survey on Facebook for the locals to give input.

The next meeting is on May 20th, 2026, at 7:30AM. At this meeting there were six members of the public, one Fire Chief, one city councilor, a total of eight.

Emergency Communication of Southern Oregon (ECSO): No report given, however Chief Rash reported that ECSO is looking for a new CAD system which is expected in the next three years, which would add a significant cost to the city.

Finance Committee: City Councilor Sherrie Moss reports that between March 21st, 2026, and April 17th, 2026, the finance committee met four times, issuing a total of sixty-three checks and two electronic payments totaling \$139,558.00.

Planning Commission Liaison: Councilor Barb Gregory reports that our meeting is cancelled for next week and there is no new news to report.

Rogue Valley Area Commission on Transportation (RVACT): No report given.

Rogue Valley Council of Governments: No report given.

Middle Rogue Metropolitan Planning Organization (MRMPO): No report given.

Public Works Report: Michael Bollweg reports that one of our sewer lift stations was hit by lightning over the bridge, which was an extreme challenge and very educational. We have produced a standby emergency system that we will be able to implement for all the lift stations in the future because it is so expensive to repair in an event like that. We would never be able to afford someone coming to pump the sewer that ends up in a lift station. Michael answered questions from the council. Public works staff are working hard to reduce fuel reduction by weeding and mowing grass all over town. Michael hopes to see everyone at the water plant field trip in May to see some of the upgrades we have made. The reservoir project is moving right along as well, and the bids will go out very soon. They are working on the Rooster Crow float concept, and we have a great PW staff right now. Our new lead is Dave Thrasher who is very dynamic and an incredible person. He is highly organized and delegates well to get so much done. They will be working on getting reflectors on the stop signs soon. We have had an issue with things getting "tagged" in the city, so please let our department know when and if you see that going on. Councilor Moss will put that in Trading Crows, so if you see something, say something! Arbor day is tomorrow at 12:30pm at Palmerton Park which our department has done a lot of work on.

The interior and exterior remodel that will be happening soon in the bathrooms at Palmerton Park will be exciting, especially the new murals just in time for Rooster Crow.

ORDINANCES & RESOLUTIONS:

Ordinance Consider adopting Ordinance 26-446-O, an ordinance amending the public safety fee and transient room tax applicability within the City of Rogue River.

Moved by Councilor Gregory, seconded by Councilor Moss
No discussion on the motion

Vote: Councilor Minegar, yes
Councilor Gregory, yes
Councilor Moss, yes
Councilor Howell, yes

Ordinance 26-446-O is approved.

Ordinance Consider adopting Ordinance **26-447-O**, an ordinance renewing the Charter Cable franchise agreement.

Moved by Councilor Howell, Seconded by Councilor Minegar
No discussion on the motion

Vote: Councilor Minegar, yes
Councilor Gregory, yes
Councilor Moss, yes
Councilor Howell, yes

Ordinance 26-447-O is approved.

Resolution Consider approving Resolution **26-1469-R**, a resolution amending the City's Committee Rules by changing the Rogue River Community Center Representative position to a Community Center Liaison position.

Moved by Councilor Gregory, Seconded by Councilor Howell
discussion on the motion that if this passes, Ryan Nolan will be reaching out to the Community Center to change their bylaws.

Vote: Councilor Minegar, yes
Councilor Gregory, yes
Councilor Moss, yes
Councilor Howell, yes

Resolution 26-1469-R is approved.

Resolution Consider approving Resolution **26-1470-R**, a resolution approving a minor supplemental budget accounting for intended transfer of funds from the Sewer Fund to the Sewer Improvement Reserve Fund.

Moved by Councilor Moss, Seconded by Councilor Minegar
No discussion on the motion

Vote: Councilor Minegar, yes
Councilor Gregory, yes
Councilor Moss, yes
Councilor Howell, yes

Resolution 26-1470-R is approved.

PUBLIC HEARINGS:

None, however, we will be having one soon on the budget.

EXECUTIVE SESSION – ORS 192.660 (2)(a,b,c,d,e,f,g,h,i,j,k,l,m,n,o,p,q): {As/If required}

ADMINISTRATIVE ACTION:

Agreement Consider approving the extension of a non-exclusive use agreement with Pacific Power for recreational use of property adjacent to Coyote Evans Wayside Park.

Michael Bollweg spoke about our community survey that was done, and the residents asked what it was that they wanted to see in the city. At the top of the list was a Dog Park. We are looking at Coyote Evans Wayside Park that already exists, it does not get used for horseshoeing anymore. We already have parking, restrooms, and access at this site. We have a problem with the “unhoused” there, so, establishing a bigger public presence in that park may lower this problem. We are looking at this area to develop a dog park. Michael Bollweg hopes that you will agree to this proposal. Diane Oliver has helped to look at different possibilities

to design one around town, and many would require huge significant capital investments, except this site, which will require fencing. We need to change this agreement because of the change of use. A dog park will drive money into the town, and local businesses can benefit from the extra revenue, besides being just a good thing for Rogue River.

Moved by Councilor Gregory, Seconded by Councilor Howell

no discussion on the motion,

Vote: All ayes, none opposed

Council approves the extension of a non-exclusive use agreement with Pacific Power for recreational use of property adjacent to Coyote Evans Wayside Park

COMMITTEE MINUTES:

Tree City Consider accepting the April 9, 2026, Tree City Committee minutes.

Moved by Councilor Moss, Seconded by Councilor Gregory

no discussion on the motion,

Vote: All ayes, none opposed

Tree City Meeting Minutes of April 9, 2026, are approved.

PUBLIC INPUT: None

OTHER BUSINESS: None

COUNCIL MEMBER COMMENT: None

MAYOR COMMENTS: On April 24th Barb Hilty invited everyone to go to Palmerton Park at 12:30PM tomorrow, where we will be planting a tree in honor of Arbor Day, and she will be declaring the Arbor Day proclamation. Friday May 1st is Sharie Davis's Celebration of life at the Hope Presbyterian Church at 2:00PM. May 5th thru May 15th our Public Works Department will be performing smoke tests on all the storm drains. Michael Bollweg explained to the Council how and why this procedure is done, Basically, pumping non-toxic smoke through the storm drain systems as well as the

sewer systems to show us where work needs to be done to repair.
On May 14th, the museum will be honoring mayors in the valley.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion duly made (Moss), seconded (Gregory)

No discussion on the motion

Vote: All ayes, none opposed

The meeting adjourned at 6:44PM

Mayor Pam VanArsdale _____ Date _____

ATTEST:

Diane Oliver
City Recorder

RESOLUTION NO. 26-1472-R

A RESOLUTION ADOPTING POLICY AND PROCEDURES REGARDING OPENING INVOCATION BEFORE CITY COUNCIL MEETINGS FOR THE CITY OF ROGUE RIVER, OREGON.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF ROGUE RIVER, OREGON.

WHEREAS, the City Council of the City of Rogue River is an elected legislative and deliberative public body, serving the citizens of the City of Rogue River, Oregon; and,

WHEREAS, the City Council wishes to continue to dignify its proceedings by continuing to allow for an opening invocation or inspiration before each meeting, for the benefit of the City of Rogue River; and,

WHEREAS, the City Council finds that the practice of allowing an invocation is meant to lend gravity to the occasion and reflect values long part of the Nation's heritage; and,

WHEREAS, the City Council seeks to expand the area from which invocations are solicited in acknowledgment that many Rogue River citizens attend church at churches within the greater Rogue River Community, a short distance outside of City limits; and,

WHEREAS, the City Council finds that using the boundary of the Rogue River School District #35 encompasses a more accurate boundary for churches to include in the request for invocations; and,

WHEREAS, the City Council now desires to adopt this formal, written policy to clarify its invocation practices; and,

WHEREAS, this City Council is not establishing a policy that defines the constitutional limits for permissible public invocations; rather, this City Council intends to adopt guidelines that are consistent with the guidance provided by several courts that have considered the validity of public invocations; and,

WHEREAS, the City Council intends to adopt a policy that does not proselytize or advance any particular faith, or show any purposeful preference for one religious view to the exclusion of others; and,

WHEREAS, the City Council intends to adopt a policy that will not demonstrate a purposeful preference for one religious view over another by not permitting the faith of the person offering the invocation to be considered when extending an invitation or scheduling participation; and,

WHEREAS, the City Council provides all of its citizens, regardless of their religious beliefs, the free and equal benefits of citizenship, invites all leaders of all religious assemblies to volunteer to give a public meeting invocation, does not discriminate against anyone on the basis of their participation or non-participation in a public meeting invocation, encourages all invocation speakers to be respectful of those who may hold different religious beliefs, and prohibits invocations that intentionally proselytize or disparage any person, religion, or religious sect; and,

WHEREAS, the City Council accepts as binding the applicability of general principles of law and all the rights and obligations afforded under the United States and the State of Oregon Constitution and statutes.

NOW, THEREFORE, BE IT RESOLVED that the Policy and Rules of Procedure for City Council Meeting Invocations/Inspirations be adopted as follows:

POLICY AND RULES OF PROCEDURE FOR CITY COUNCIL MEETING INVOCATIONS/INSPIRATIONS

SECTION 1. Legislative and Administrative Findings

The above recitals (Whereas clauses) are hereby adopted as the legislative and administrative findings of the City Council. This policy and these procedures are not intended, and shall not be implemented, and shall not be construed in any way, to affiliate the City Council of the City with, nor express a preference for or against, any faith, belief, non-belief, opinion, religion, non-religion, or denomination. Rather, this policy and these procedures are intended to acknowledge and express the City Council's respect for the diversity of religious and non-religious denominations and faiths represented and practiced among the citizens of the City and to express the City Council's respect for its proceedings and the importance of government and local legislative functions. In no event shall these procedures be intended, implemented, or construed in any way to compel participation in the opening invocation or recitation of the Pledge of Allegiance. Neither the City Council nor the City staff shall single out dissidents for opprobrium; or indicate in any manner the City Council's decisions to be influenced by a person's participation or lack of participation in the opening invocation or recitation of the Pledge of Allegiance.

SECTION 2. Adoption of Invocation Policy

The City Council hereby adopts the following policy and procedures regarding opening invocations before meetings of the City Council:

A. It is the intent of the City Council to allow a private citizen to solemnize the regular meetings of the City Council. It is the policy of the City Council to allow for an invocation, which may include prayer; a reflective moment of silence; a short solemnizing message; a song; or other message of inspiration, to be offered before its regularly scheduled meetings for the benefit of the City Council. Special meetings, emergency meetings, and workshops will not include an opening invocation. The invocation will be limited to one minute.

B. No member of the City Council or City employee will require the public to stand, bow, or in any way participate in the prayers; make public note of a person's presence or absence, attention or inattention during the invocation; or indicate that decisions of the City Council will in any way be influenced by a person's acquiescence in the prayer opportunity. The Mayor will provide time for persons who wish to leave the room during an invocation to do so, and equal time for them to return to the room before other business is addressed.

C. The invocation shall be voluntarily delivered by an appointed representative. To ensure that such person (the "invocation speaker") is selected from among a wide pool of representatives on a rotating basis, the invocation speaker will be selected according to the following procedure:

1. The City Recorder will compile and maintain a database (the "database") from a broad and diverse pool of volunteer invocation speakers from leaders of any and all local religions, denominations, faiths, creeds, and beliefs, including but not limited to, ministers, priests, chaplains, rabbis, deacons, clerics, and the like. The database may be compiled through referencing the listings for "churches," "congregations," and other similar groups and organizations, located, or with an established presence, within the ~~jurisdictional limits of the City of Rogue River~~ boundary of the Rogue River School District #35, through research from the Internet, consultation with local organizations, and any other methods deemed effective by the City Recorder or his or her designee.

2. Any church, congregation, entity, organization or group within the ~~jurisdictional limits of the City~~ boundary of the Rogue River School District #35 not identified within the database for participation may request inclusion within the database by written communication directed to the City Recorder that references the opening invocation.

3. If a resident of the City is a member of a church, congregation, other group or organization which is located outside of the ~~City~~ boundary of the Rogue River School District #35, that group may be considered for inclusion in the database upon the resident's written request.

4. This policy is intended to be and shall be applied in a way that is inclusive of diverse congregations, groups, and organizations. The database is compiled and used for purposes of logistics, efficiency, and equal opportunity for all within the ~~jurisdictional limits of the City~~ boundary of the Rogue River School District #35 to choose whether to respond to the City Council's invitation.

5. The database shall be updated, by reasonable efforts of the City Recorder or his or her designee, in their reasonable discretion, in November of each calendar year.

6. In December of each calendar year, the City Recorder shall communicate with each group leader from each entry on the database using reasonable methods, and shall post an invitation on the City's website.

7. The invitation shall read as follows:

Dear _____,

The City Council of the City of Rogue River makes it a policy to invite volunteer invocation speakers to voluntarily offer an invocation before the beginning of its meetings, for the benefit of the City Council. As a representative of one of the religious congregations or other groups -with an established presence serving the City, you are eligible to offer this important service at an upcoming meeting of the City Council.

If you are willing to assist the City Council in this regard, please send a written reply at your earliest convenience to the City Recorder of the City of Rogue River at the address included in this letterhead. Representatives are scheduled on a first-come, first-serve basis. The anticipated dates of the City Council 's regularly scheduled meetings for the upcoming year are listed on the following attached page. Speakers are invited on a rotation basis. Though we will make efforts, we may not always be able to accommodate requests for specific dates.

This opportunity is voluntary, and you are free to offer the invocation according to the dictates of your own conscience. To maintain a spirit of respect and ecumenism, the City Council requests that the opportunity not be exploited as an effort to convert others to the particular faith of the invocation speaker, or to disparage any faith or belief different than that of the invocation speaker. All invocations should be constructed and delivered so that they may find appreciation among people of all faiths.

A copy of Resolution No. ~~23-1408-R~~ 26-1472-R adopting the City Council's policy regarding invocations is attached for your information.

On behalf of the City Council of the City of Rogue River, I thank you in advance for considering this invitation.

*Sincerely,
City Recorder*

D. The respondents to the invitation shall be scheduled on a first-come, first-serve basis to deliver the invocation.

E. In the event a representative of a group serving the local community believes that the City Recorder has not complied with the terms of this policy, the representative has the right to be heard at the Public Comments portion of a meeting by the City Council.

F. Invocation speakers will not receive compensation for providing an invocation.

G. Neither the City Council nor the City Recorder shall engage in any prior inquiry, review of, or involvement in, the content of any invocation to be offered by an invocation speaker. No guidelines or limitations shall be issued regarding an invocation's content, except that the City Council requests by the language of this policy

that no invocation should proselytize or advance any faith, or disparage the religious faith or non-religious views of others and that all invocations should be constructed with the intent to find appreciation among people of all faiths. Statements reflecting ideals relating to peace and security for the nation; safety of our armed forces, police, firefighters and emergency service personnel; wisdom for the lawmakers; and justice for the people are encouraged. The City Council reserves the right to limit any invocation speaker who violates the spirit and intent of this Resolution from delivering invocations at future Council meetings.

H. The City Recorder shall make every reasonable effort to ensure that a variety of eligible invocation speakers are scheduled for the City Council's meetings. To ensure a variety of speakers, no invocation speaker will be scheduled for more than two Council meetings in any calendar year, and no invocation speaker will be scheduled for two consecutive meetings.

I. The invocation shall be given at the start of the public meeting, during the "ceremonial" (call to order, pledge of allegiance, etc.) portion, and before the start of the "legislative" / "quasi-judicial" portion.

J. The invocation speakers shall face the City Council when giving the invocation.

K. Members of the public may lodge post-meeting complaints about public meeting invocations or invocation speakers during Citizen Comments or by contacting City staff or officials.

L. The City will keep a record of attempts to solicit invocation speakers, and of efforts to be inclusive of religions that do not have strong demographic representation in the City.

M. Should the scheduled invocation speaker or his or his or her substitute not appear at the appointed time to deliver the invocation, the Mayor ~~will~~ may offer a moment of silence. Neither the Mayor nor another Council member, nor any employee of the City, shall deliver an invocation.

N. To make clear the City Council's intentions, a disclaimer will be included at the bottom of each regularly scheduled Council meeting agenda in substantially the following form:

Any invocation that may be offered before the official start of the City Council meeting is the voluntary offering of a private citizen to and for the benefit of the Council pursuant to Resolution No. ~~23-1408-R~~ 26-1472-R. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief of the City Council or the City of Rogue River. No person in attendance at this meeting is or shall be required to participate in any invocation, and the decision whether or not to participate will have no impact on his or her right to actively participate in the public meeting.

RESOLUTION NO. 26-1473-R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROGUE RIVER, OREGON, ADOPTING AN ARTIFICIAL INTELLIGENCE (AI) USE POLICY.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROGUE RIVER, OREGON:

WHEREAS, the City of Rogue River is committed to providing efficient, transparent, and high-quality services to its residents; and

WHEREAS, Artificial Intelligence (AI) technologies offer opportunities to enhance productivity, streamline operations, and improve public service delivery; and

WHEREAS, the use of AI presents risks related to data privacy, security, accuracy, bias, and public trust; and

WHEREAS, the City Council desires to establish clear and enforceable standards for responsible, ethical, and lawful use of AI technologies; and

WHEREAS, the City has designated Microsoft 365 Copilot as its approved AI tool due to its secure integration within the City's enterprise environment;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rogue River, Oregon:

1. The City adopts the Artificial Intelligence (AI) Use Policy attached hereto as Exhibit "A".
2. Microsoft 365 Copilot is designated as the official AI tool for City staff. Use of other AI tools requires approval.
3. The City Administrator is authorized to implement and enforce this policy.
4. This Resolution shall take effect immediately upon adoption.

PASSED by the Common Council of the City of Rogue River on this 28th day of May 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 28th day of May 2026.

Pam VanArsdale
Mayor

ATTEST:

Diane Oliver
City Recorder

EXHIBIT “A”

CITY OF ROGUE RIVER ARTIFICIAL INTELLIGENCE (AI) USE POLICY

1. Purpose:

The City of Rogue River recognizes that Artificial Intelligence (AI) technologies can improve operational efficiency, support staff productivity, and enhance public service delivery.

This policy establishes guidelines to ensure AI is used **responsibly, ethically, transparently, and securely**, while protecting public trust and compliance with applicable laws.

2. Scope:

This policy applies to:

- All City employees, elected officials, volunteers, and contractors
- All City departments
- All AI tools used for City business, including generative AI (e.g., ChatGPT, Copilot, Gemini) and other AI-enabled systems

3. Approved Tool:

Microsoft 365 Copilot is the sole approved AI platform unless otherwise authorized.

4. Principles:

All use of AI by the City must align with these principles:

- **Human Oversight**
 - AI is a support tool—not a decision-maker. Final decisions remain the responsibility of City staff.
- **Accountability**
 - Employees are accountable for all inputs and outputs associated with AI tools.
- **Accuracy and Quality**
 - AI-generated content must be verified before use due to risks of inaccuracies or fabricated information.
- **Equity and Fairness**
 - AI must not create or reinforce bias or discrimination.

- **Transparency**
 - Use of AI in significant public-facing work should be disclosed when appropriate to maintain trust.
- **Privacy and Security**
 - Protection of confidential and sensitive information is paramount.

5. Appropriate Uses of AI

Permissible uses (with caution and review) include:

- Drafting emails, reports, policies, and agendas
- Summarizing public documents or meetings
- Brainstorming ideas or improving clarity of writing
- Data organization and basic analysis (non-sensitive data only)

All outputs are considered **drafts subject to human review**.

6. Prohibited Uses

The following uses are strictly prohibited:

- **Sensitive Data Exposure**

Do not input:

- Personally Identifiable Information (PII)
- Financial or health data
- Confidential personnel, legal, or law enforcement information

- **Automated Decision-Making**

AI must not be used for:

- Hiring, firing, or disciplinary decisions
- Grant or funding determinations
- Legal or regulatory decision-making without human review

- **Misleading or Deceptive Content**

- Creating fake quotes, documents, or impersonations

- Producing deepfakes or misleading public content

- **Public Release Without Review**

AI-generated materials must not be published externally without review and approval.

7. Human Review Requirement

All AI-generated outputs must:

- Be fact-checked against reliable sources
- Be reviewed for bias and appropriateness
- Be edited to reflect professional standards and City voice

AI output is always considered a first draft.

8. Governance and Oversight

- The City Administrator (or designee) oversees AI policy implementation
- New AI tools must be reviewed for:
 - Security risks
 - Data handling practices
 - Alignment with City needsPeriodic audits may be conducted to ensure compliance

9. Training and Awareness

The City will provide training on:

- Safe and effective AI use
- Data protection responsibilities
- Recognizing risks (bias, hallucinations, misinformation)

10. Incident Reporting

Any of the following must be reported immediately:

- Accidental disclosure of sensitive information

- Suspected AI misuse
- Security concerns or data breaches

11. Enforcement

Violation of this policy may result in disciplinary action, up to and including termination, depending on severity.

12. Policy Review

This policy will be reviewed as necessary as AI technologies and regulations evolve.

RESOLUTION NO. 26-1474-R

A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND LEVYING TAXES FOR THE CITY OF ROGUE RIVER, OREGON, FOR THE 2026-2027 BUDGET YEAR.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROGUE RIVER, OREGON.

WHEREAS, the City Council hereby adopts the budget approved by the Budget Committee of the City of Rogue River, Oregon, on April 16, 2026, now on file in the office of the City Administrator/Budget Officer; and,

WHEREAS, the amounts for the fiscal year beginning July 1, 2026, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Department - Administration	\$ 368,303
Department - Police	\$ 1,597,933
Department - Park Maintenance	\$ 265,957
Department - Building	\$ 67,235
Capital Outlay (general)	\$ 10,400
Contingency	\$ 113,378
Total GENERAL FUND	\$ 2,423,206

SYSTEM DEVELOPMENT FUND

Capital Outlay (general)	\$ 185,000
Interfund Transfers	\$ 300,000
Contingency	\$ 34,851
Total SYSTEM DEVELOPMENT FUND	\$ 519,851

STREET FUND

Organizational Unit - Street Maintenance	\$ 612,451
Capital Outlay (general)	\$ 592,628
Interfund Transfers	\$ 80,000
Contingency	\$ 128,190
Total STREET FUND	\$ 1,413,269

WATER IMPROVEMENT RESERVE FUND

Capital Outlay (general)	\$	86,000
Interfund Transfers	\$	156,410
Contingency	\$	9,189
Total WATER IMPROVEMENT RESERVE FUND	\$	251,599

SEWER IMPROVEMENT RESERVE FUND

Capital Outlay (general)	\$	347,360
Contingency	\$	41,600
Total SEWER IMPROVEMENT RESERVE FUND	\$	388,960

WATER AND SEWER REVENUE BOND DEBT SERVICE FUND

Debt Service	\$	148,600
Total WATER AND SEWER REVENUE BOND DEBT SERVICE FUND	\$	148,600

GOVERNMENT DEBT SERVICE FUND

Debt Service	\$	105,487
Total GOVERNMENT DEBT SERVICE FUND	\$	105,487

WATER FUND

Program - Water Production and Distribution	\$	6,451,703
Interfund Transfers	\$	160,000
Contingency	\$	138,695
Total WATER FUND	\$	6,750,398

SEWER FUND

Program - Sewer Collection and Treatment	\$	1,177,692
Interfund Transfers	\$	160,000
Contingency	\$	249,584
Total SEWER FUND	\$	1,587,276

TOTAL APPROPRIATIONS	\$	13,588,646
TOTAL UNAPPROPRIATED AND RESERVE	\$	3,374,301
GRAND TOTAL 2026-2027 BUDGET	\$	16,962,947

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2026-2027 upon the assessed value of all taxable property within the district: at the rate of \$3.1492 per \$1,000 of assessed value for the permanent rate tax; and in the amount of \$112,200 for general obligation bonds

BE IT RESOLVED that taxes imposed are hereby categorized for purposes of Article XI section 11b as:

	General Government	Excluded from Limitation
PERMANENT RATE TAX	\$3.1492 / \$1,000	
GENERAL OBLIGATION DEBT SERVICE		\$112,200

PASSED by the Common Council of the City of Rogue River on this 28th day of May, 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 28th day of May, 2026.

ATTEST:

Diane Oliver,
City Recorder

Pam VanArsdale
Mayor

RESOLUTION NO. 26-1475-R

A RESOLUTION CERTIFYING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF ROGUE RIVER, OREGON, FOR THE 2025-2026 BUDGET YEAR.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROGUE RIVER, OREGON.

WHEREAS, ORS 221.760 provides as follows:

SECTION 1. the Officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a City located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the City provides four or more of the following services:

- 1) Police protection
- 2) Street construction, maintenance, and lighting
- 3) Sanitary sewer
- 4) Storm sewers
- 5) One or more utility services
- 6) Planning, zoning, and subdivision control; and,

WHEREAS, the City Council recognizes the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Rogue River hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- 1) Police protection
- 2) Street construction, maintenance and lighting
- 3) Sanitary sewer
- 4) Storm sewers
- 5) Water and sewer utility services
- 6) Planning, zoning and subdivision control.

PASSED by the Common Council of the City of Rogue River on this 28th day of May, 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 28th day of May, 2026.

ATTEST:

Pam VanArsdale
Mayor

Diane Oliver,
City Recorder

RESOLUTION NO. 26-1476-R

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE SHARING FOR THE CITY OF ROGUE RIVER, OREGON, FOR THE 2026-2027 BUDGET YEAR.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROGUE RIVER, OREGON.

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to annually pass a Resolution requesting State Revenue Sharing money; and,

WHEREAS, the law mandates public hearings be held by the City, hearings were held on April 16, 2026 during the Budget Committee meeting and on May 28, 2026 during the City Council meeting giving citizens an opportunity to comment on the use of State Revenue Sharing; and,

WHEREAS, the City has levied for property taxes in the preceding year.

NOW, THEREFORE, BE IT RESOLVED, the City of Rogue River hereby elects to receive State Revenues for the 2026-2027 budget year.

PASSED by the Common Council of the City of Rogue River on this 28th day of May, 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 28th day of May, 2026.

ATTEST:

Diane Oliver,
City Recorder

Pam VanArsdale
Mayor

RESOLUTION NO. 26-1477-R

A RESOLUTION AUTHORIZING FUNDS TO BE USED IN THE FINANCIAL MANAGEMENT OF THE CITY OF ROGUE RIVER, OREGON, FOR THE 2026-2027 BUDGET YEAR.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROGUE RIVER, OREGON, that the following funds be authorized, established, and used to record the financial affairs of the City of Rogue River, Oregon, in accordance with applicable laws and administrative rules of the State of Oregon.

GOVERNMENTAL FUNDS

General Fund: The General Fund is the City's general operating fund, and it accounts for the administrative, police protection, municipal court, park and building department service functions of the City. Principal sources of cash consist of license and permit fees, franchise fees, fines and forfeitures, intergovernmental revenue, investment income and the tax base levy.

Administration is funded from franchise fees, licenses, permit fees, liquor tax, marijuana tax, cigarette tax, grant funds, and investment income. Major expenses are salary related.

Police protection is funded from tax base revenues, transient room tax, public safety fees and grant funds. Major expenses are salary related.

Parks are funded from state revenue sharing, intergovernmental revenue, transient room tax and lease income. Major expenditures are salary related.

Building Department is partly funded from building permit fees. Major expenditures are salary and contract service related.

Special Revenue Funds: These funds account for the proceeds from specific revenue sources that are legally restricted to expenditures for specified purposes.

The Street Fund accounts for the City's share of the State of Oregon's special gas tax revenues. This revenue is restricted to street related maintenance and repair, including sidewalks and storm drains.

The System Development Fund is used to account for all system development charges related to supply, treatment, and distribution of water; collection, transmission, and disposal of wastewater; drainage and flood control; transportation; in accordance with state law.

The Water Improvement Reserve Fund was established to reserve funds for water

related capital projects and debt repayment. The revenue in this fund is derived from water connection permits and system maintenance fees as well as a portion of the monthly water sales revenue which is earmarked for system improvements.

The Sewer Improvement Reserve Fund was established to reserve funds for future expansion of the wastewater treatment plant and for wastewater related capital projects. The revenue in this fund was derived from sewer connection permits and system maintenance fees and Interfund Transfers from the Sewer Fund.

Governmental Debt Service Fund: The Governmental Debt Service Fund was established to account for bond and interest transactions on the following General Obligation loan debt currently outstanding for Loans under the Oregon Transportation Infrastructure Bank Fund in the amount not to exceed \$1,600,000. Two loans make up this amount. #2013A is in the amount of \$196,618 at 1% interest. This loan is scheduled to be paid off in 2037. The other, #2013B, is for \$830,415 at an interest rate of 3.09%. This loan is also scheduled to be paid off in 2037. The loans were obtained to pay for repairs to the City's street system. The proceeds to repay these loans will come from property tax revenue and will be accounted for in the Governmental Debt Service Fund.

Water and Sewer Revenue Bond Debt Service Fund: The Water and Sewer Revenue Bond Debt Service Fund was established to account for a Loan under the Oregon Cities Financing Pool held by U.S. Bank in the amount of \$1,235,000. This 3.25% interest loan was a refinance of loans and bonds used to pay for the City's Wastewater Treatment Facility and 1.2 Million Gallon Water Reservoir. This loan is paid for by user fees and accounted for in the Water and Sewer Revenue Bond Debt Service Fund. This loan is set to be paid off in 2037. The proceeds to repay this loan will come from user fees and will be accounted for in the Water and Sewer Revenue Bond Debt Service Fund.

PROPRIETARY FUNDS

Utility Funds: These funds account for the operations of the City that are financed and operated with the intent that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The Water Fund accounts for operating the water system of the City. Revenue is derived from charges for services to water users. Primary expenditures are related to salaries and operation costs. The City has received a Safe Drinking Water Revolving Loan. The Loan amount is for a full water improvement project totaling \$6,904,045. Upon successful project completion \$530,000 will be forgiven, with a remainder of \$6,374,045 to repay over a 30 year period at 1 percent annual interest. An anticipated \$246,982 annual payment will be required starting mid-2027. The proceeds to repay this loan will come from user fees associated with water consumption.

The Sewer Fund accounts for operating the sewer system and treatment facility. Revenue is derived from charges for services, and primary expenditures are related to salaries and operation costs.

PASSED by the Common Council of the City of Rogue River on this 28th day of May, 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 28th day of May, 2026.

ATTEST:

Pam VanArsdale
Mayor

Diane Oliver,
City Recorder



Memo

To: City Council
From: Ryan
Date: May 19, 2026
Re: Rooster Park Use Request

The City has received a request to reserve Rooster Park for, private event. The organizer of the proposed event is River Valley Church Rogue River.

The request includes exclusive use of the park from 10:00am to 6:00pm on September 19th. The request also includes approval of having electricity.

The organization has paid the \$500 per day park reservation fee and the \$100 refundable cleaning deposit.

Use of the entire park requires Council approval.

Should the Council approve the use of the entire park staff will request a certificate of liability insurance as required by our Park Reservation Policy for rental of an entire park.

City of Rogue River Park Reservation Policy

Section 1. Fees and Requirements. No sooner than January 1 of each year the City of Rogue River shall accept reservations for public parks for the calendar year. The following day fees shall be charged, and policies applied, to individuals or groups reserving a public park (or area within a public park):

AREA REQUESTED	COUNCIL APPROVAL REQUIRED	CERTIFICATION OF LIABILITY INSURANCE REQUIRED REC'D	PAYMENT	DAMAGE/ CLEANING DEPOSIT	PARKING/ TRAFFIC PLAN REQUIRED
CONTRACT USE (Entire Park, Seasonal Use, consecutive use)	YES	YES	TBD UPON CONTRACT	TBD UPON CONTRACT	IF OVER 20 PEOPLE
PAVILION RESERVATIONS					
PALMERTON PARK PAVILION	NO	NO	N/A	\$100.00	IF OVER 20 PEOPLE
ROOSTER PARK PAVILION	NO	NO	NA	\$100.00	IF OVER 20 PEOPLE

Resolution No. 24-1429-R

AREA REQUESTED	COUNCIL APPROVAL REQUIRED	CERTIFICATION OF LIABILITY INSURANCE REQUIRED REC'D	PAYMENT	DAMAGE/ CLEANING DEPOSIT	PARKING/ TRAFFIC PLAN REQUIRED
ENTIRE PARK RESERVATIONS					
COYOTE EVANS PARK	YES	YES	\$500 / day	No Deposit / Agreement covers	IF OVER 20 PEOPLE
ANNA CLASSICK PARK	YES	YES	\$500 / day	No Deposit / Agreement covers	IF OVER 20 PEOPLE
FLEMING MEMORIAL PARK	YES	YES	\$500 / day	No Deposit / Agreement covers	IF OVER 20 PEOPLE
PLAZA PARK	Only City Sponsored Events				
ROOSTER PARK	YES	YES	\$500 / day	No Deposit / Agreement covers	IF OVER 20 PEOPLE
PALMERTON PARK	YES	YES	\$500 / day	No Deposit / Agreement covers	IF OVER 20 PEOPLE
PONDEROSA PARK	YES	YES	\$500 / day	No Deposit / Agreement covers	YES
CUSTOMER PROVIDED EQUIPMENT (BOUNCE HOUSE, RIDES, SLIP-N-SLIDE)	NO	YES	N/A	No Deposit / Agreement covers	SITE PLAN REQUIRED

Section 2. Additional Requirements.

1. Use of Amplified Sound, Rental of Entire Park, and Sales of Alcohol Require Council Approval.
2. A written request for Council Approval must be submitted a minimum of 10 days prior to the scheduled council meeting.
3. Any uses in a City Park which; permit alcohol, require fees for entrance, reserve entire park, or include sales of any kind require certificate of liability insurance.
4. Certificates of Liability Insurance must provide coverage in the amount of \$2,000,000 per occurrence naming the City of Rogue River as an additional insured.



CITY OF ROGUE RIVER

133 Broadway • Box 1137 Rogue River, Oregon 97537 • (541) 582-4401
Fax: (541) 582-0937 • website: cityofrogue river.org

*Which Park
Rooster Crow*

PARK PAVILION RESERVATION NO. 26-

Reservation Date: 9/13/26 ~~9/12/26~~ Name of group/party: River Valley Church Rogue River
Name of person making deposit: Sue Cope
Address: 110 Blue Ridge, Rogue River, OR 97537 Cell/Home: 760-468-3464
8925 Rogue River Hwy Grants Pass, 97527 Business: _____
(Please provide an address for deposit return if different from listed above)

Arrival time: 10:00 a.m. Departure Time: 6 p.m. (Area must be vacated by sunset unless otherwise indicated)

Rehearsal Date/Time: N/A Wedding Ceremony Time: N/A

Anticipated number of people attending the event: 150 Amplified music (large speakers): Yes No

Special considerations/equipment/electricity: may need to use electricity

Parking/Traffic Plan: on street and across from the park in lot where businesses are closed.

Area reserved must have a representative of the group on the site by the time listed above.
Area not occupied by representative by stated arrival time shall be declared open to the public.

**ALL OTHER AREAS OF THE PARK ARE OPEN TO OTHER VISITORS,
AND PROTECTED UNDER ORS 105.682 - RECREATIONAL IMMUNITIES**

Damage/Cleaning Deposit: \$100.00

Date paid: 4/30/26 Amount: 100.00 Receipt # 06040807

Entire Park Reservation Fee: \$500.00

Date paid: 4/30/26 Amount: 500.00 Receipt # 06040807

*requires City Council Approval; 10 days prior to mtg

Date submitted: _____ Park Requested: Rooster Park

If the event is canceled less than thirty (30) days from the reservation date, all fees will be retained by the City.

PLEASE BE ADVISED THAT PARKING IS LIMITED - (be sure to read parking information provided with application)
over 20 attendees requires a Parking/Traffic Plan to be submitted

IN CASE OF EMERGENCY DIAL 911, OR CALL PUBLIC WORKS AT 541.659.6144

Sue Cope
Applicant's Signature

4/30/26
Date

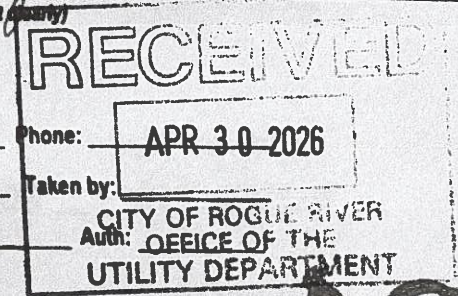
Copesm@gmail.com
E-Mail Address (print name)

For Office Use Only:

CANCELLATION Date: _____ Name: _____

Reason: _____

DEPOSIT REFUND: Date: _____ Check #: _____ Amount: _____



We are an AA/EQE and comply with Section 504 of the Rehab Act of 1973

"Home of the National Rooster Crowing Contest"

