



CITY OF ROGUE RIVER

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REGULAR COUNCIL MEETING

THURSDAY, SEPTEMBER 24, 2026

6:00 P.M.

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

Dial-in using your phone:

1-978-990-5207

Enter Access Code: 2145898

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Enter Online Meeting ID: rogueriver

CALL TO ORDER

INVOCATION – Brian Bouteller, Gospel Rescue Mission

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA

APPROVAL OF MINUTES:

- 1 Minutes Consider approving the Regular City Council Meeting Minutes from August 27, 2026.

COMMITTEE REPORTS:

Community Relations: Chamber of Commerce Liaison	(City Councilor Barb Hilty)
Community Relations: Community Center Liaison	(City Councilor Dee Copley)
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)
Tree City Committee Liaison	(City Councilor Dee Copley)
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

- 2 Proclamation Hear the Mayor's Proclamation declaring Water Professionals' Appreciation Week.

ORDINANCES & RESOLUTIONS:



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

"Home of the National Rooster Crowing Contest"



- 3 Resolution** Consider approving a resolution, Resolution 26-1485-R, accepting the Annual Financial Report for the year ending June 30, 2025, and a Corrective Action Plan based on audit deficiencies.
- 4 Resolution** Consider approving a resolution, Resolution 26-1486-R, identifying a voting delegate (and an alternate delegate) for the League of Oregon Cities 2026 Annual Business Meeting.

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:

COMMITTEE MINUTES:

- 5 Tree City** Consider accepting the September 10, 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.

ROGUE RIVER CITY COUNCIL MINUTES

THURSDAY, AUGUST 27, 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 Van Arsdale at 6:00 P.M.

INVOCATION Jim Williams, Emergency Communications of Southern Oregon Chaplain

PLEDGE OF ALLEGIANCE Mayor VanArsdale led the Council and audience in the Pledge of Allegiance

QUORUM COUNCIL MEMBERS PRESENT:

City Councilor Sherrie Moss
City Councilor Grace Howell
City Councilor Mark Minegar
City Councilor Barb Hilty
City Councilor Barb Gregory (Online)
Mayor Pam VanArsdale

STAFF PRESENT:

Ryan Nolan, City Administrator
Diane Oliver, City Recorder

MEDIA PRESENT:

Brian Mortensen with the Rogue River Press

AUDIENCE: April Harrison, Rogue River's Superintendent, Sharen Rockefeller, and Lorrie Williams

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

APPROVAL OF MINUTES:

Minutes Consider approving the Regular City Council Meeting Minutes from July 23, 2026, and the Special City Council Meeting Minutes from August 20, 2026.

Move by: Councilor Hilty, seconded by Councilor Howell

Discussion on the motion to approve with corrections.

Vote: All ayes, none opposed,

City Council Meeting Minutes from July 23, 2026, and the Special City Council Meeting Minutes from August 20, 2026, are approved with corrections.

COMMITTEE REPORTS:

Community Relations; Chamber of Commerce Liaison: City Councilor Barb Hilty reports the meeting was held on August 20th. The digital walking maps are now available. Next mixer will be at the Moose Lodge on September 10th in Goldhill, and we are all invited. November's mixer will be at Caveman Bowl in Grants Pass; no date has been announced yet. Ride the Rogue is September 26th and the Chamber will be at the Gold Hill fire department. We are interested in hanging a banner in Rooster Park to thank the fire fighters.

Community Relations; Community Center Liaison: Councilor Dee Copley reports that the meeting was on August 13th and they toured the Thrift Store. They received a \$5,000 dollar donation. The electric bill has been running high, so they may purchase a programmable thermostat for the store. They may not be able to sell the van, so they will work on getting that vehicle donated since they are non-profit. They are trying to get Bingo set up again, but it is difficult. The Red Cross would like to partner with the community center soon to use the building as a shelter in the event of an emergency or another evacuation event. The next meeting is September 10th at 1:30PM.

Rogue River School District #35: Councilor Mark Minegar reports that the staff is having in-service week Aug 24th through the 28th. Tonight is the BBQ back to school event. Rogue River offers college credit up to forty credits. RRHS offers thirteen dual credit courses that go towards SOU, RCC, and KCC. The credits cost \$25 each. They are also offering chemistry, mixed media, and sculpting. Every year they have had one student graduate from high school with an associate's degree. Chieftain Pride stands for Positivity, Respect, Integrity, Determination, and Empathy. RRES's open house is also tonight. SVA's open house was Wednesday from 4-6pm with a BBQ. They have a fully remote two option from 3rd to 12th grade which is primarily a pencil to paper option spending less time on a screen. They have a special Ed classroom option on campus now run by Laura Lancaster. The next meeting will be a financial update in October.

Community Relations: Jackson County Fire District #. 1: City Councilor Grace Howell reports that the meeting was on August 12, and the next one is September 9, 2026. The chief hiring process will end at the end of August. They received eight applicants. Interviews will be on Thursday September 24th. The meet and greet will be held on September 23rd 5:30-7:30pm for the community. The Solar should be online in February of 2027. Tablet command is online and was evaluated on the recent Woodrat Fire. The department has a new ultrasound machine to help better diagnose people in transit. There were 23 fire calls, and 187 ambulance calls in the month of July.

Emergency Communication of Southern Oregon (EC SO): Ryan Nolan reports that there have been staffing issues in the past, and the current administrator is working on that. Right now, there are 33 of 37 positions filled, three dispatchers in training, and admin has 14 of 15 positions filled which are much better numbers. They are working on contract renewals and budget planning. They are also working on a new fee structure because the revenue does not match the cost of things. They will go live with the new radios in October. Both Jim and Lorrie Williams gave updates as well, and stated the importance of the 911 dispatcher's jobs, being the first people to answer phones! Perhaps the council can schedule a tour of the 911 operators' facility soon.

Finance Committee: City Councilor Sherrie Moss reports that between July 21st and August 21st, 2026, the finance committee met five times, issuing a total of ninety-three checks, and five electronic payments totaling \$162, 640.14.

Planning Commission Liaison: Councilor Barb Gregory did not attend the planning commission hearing due to the fact that the file would be coming before the city council. Ryan Nolan gave the update on the UGB agreement we have with Jackson County that is outdated.

Tree City Committee Liaison: Councilor Dee Copley reports that they met August 13th 2026, and the most important thing we discussed, was with Ryan Nolan who joined us for that meeting. We are working through the TCUSA volunteering application process and hope to get that updated soon. The committee feels like they need more volunteers. The irrigation at Palmerton Park is still watering the bark beneath the trees which causes damage, and even death to the trees. They will discuss this further with Public Works. The Elementary school has reached out to the TCUSA to help with some planting of trees near the playground. The new sidewalk and curb modification plans near the volunteer center will be affecting existing landscaping, so the committee is open to suggestions. FFA has also reached out to TCUSA in the hopes to have more kids help them. The next meeting is on September 10th at 11:00am in the chambers.

Rogue Valley Area Commission on Transportation (RVACT): Mayor Pam Van Arsdale reports there was no meeting.

Rogue Valley Council of Governments: Mayor Pam Van Arsdale reports they did have a meeting yesterday. There was a great presentation given by La Clinica and they talked about the nurse practitioners and physician associate residency program that has been a huge success. Some of the people who have gone through the program have stayed in the Rogue Valley. Food and Friends have closed escrow on their new kitchen in Central Point. The Central Point city council also approved an application for funding that can help them renovate their new facility. The total meal service for the fiscal year ending June 30th, 2026, was 251,227 meals that were served of which 23,407 were congregant. There were 227,820 home meals delivered!

Middle Rogue Metropolitan Planning Organization (MRMPO): Mayor Pam Van Arsdale reports there was a meeting where they added to the RTP 25-year plan for the Grants Pass to Rogue River greenway connection. The chair signed letters of support for the two different federal bills regarding the federal transportation funding package that congress is working on now called “Basics” and the other is “Build America”. We are asking the legislators to take the best out of both bills to come up with something that works the best.

PUBLIC INPUT: None

PUBLIC HEARING:

Text Amendment Consider approving a legislative land use item, Text Amendment 2026-01, amending the text of the municipal code adding a Commercial-Residential Zoning District and adding Commercial Design Standards in the Commercial Zoning District.

Mayor Pam VanArsdale declared the public hearing open at 6:29PM and stated that hearing is conducted as a legislative hearing. Oregon land use law requires that several items be read into the record which is permanently part of the land use record. The council’s decision will be final this evening unless it is appealed to LUBA.

No Councilors declared abstentions.

STAFF REPORT:

Ryan Nolan presented his staff report for the record.

Questions from council regarding the fact that most of these properties that are getting the commercial residential zone are already residential uses, so this will make them more compatible with the use now if we approve this. There are houses that existed before 1984 and currently they can’t add on to the property or even add a second ancillary dwelling or replace it, so this would allow that, and give property owners more options to do what they want with their land.

The mayor asked if the council would consider adopting one part of this zoning amendment and continue the second part of this proposal regarding the Design Standards as she has some concerns and would like to get more feedback from the community.

Ryan City Administrator says yes, we can split this up, and continue the Design Standards for another workshop date, and let Onnie Heaters know. Then after the city council workshop work, staff will send out public notice again for the City Council public hearing.

If adopted, the C-R (Commercial - Residential) zone would be created. This zone creates a new zone (all of which were formerly zoned Commercial. The new C-R zone would allow primary commercial use (with some limitations), primary residential use, or mixed use. The existing commercial zone allows commercial or mixed use, but not **new** primarily residential use. This zone changes would affect sixty-one properties. The same Ordinance changes two lots from Commercial to Public (a small parking lot behind City Hall and a parking area near the Elementary School).

AGENCY TESTIMONY: None

PROPONENT'S TESTIMONY: None

OPPONENT'S TESTIMONY: None

OTHER TESTIMONY:

Lorrie Williams of 5686 East Evans Creek Road spoke in favor of the proposal.

Move to close the public hearing.

Motion by councilor Howell, seconded by councilor Moss to close the public hearing.

Discussion between staff and councilors on the motion

ROLL CALL VOTE: Councilor Dee Copley-Yes
Councilor Mark Minegar-Yes
Councilor Barb Hilty-Yes
Councilor Barb Gregory-Yes
Councilor Sherrie Moss
Councilor Grace Howell

All ayes, none opposed, **hearing closed at 6:49PM**

Ryan Nolan City Administrator states that it sounds like during discussions the council would like to approve the text amendment with the amendment to limit it only to the establishment of Chapter 17.32 adding a Commercial – Residential district.

No other discussion

Move to adopt Ordinance No 26-449-O Chapter 17.32 adopting a text creating a Commercial Zoning District and amending the City's Zoning Map converting sixty-one properties from the Commercial Zone to the Commercial-Residential Zone, and converting two properties from the Commercial Zone to the Public Zone, and direct staff to move Design Standards to a city council workshop.

Motion by: Councilor Hilty, **seconded** by Councilor Mark

No discussion on the motion

Roll Call Vote: Councilor Dee Copley-Yes
Councilor Mark Minegar-Yes
Councilor Barb Hilty-Yes
Councilor Barb Gregory-Yes
Councilor Sherrie Moss-Yes
Councilor Grace Howell-Yes

Ordinance No 26-449-O Chapter 17.32 adopting a text creating a Commercial Zoning District and amending the City's Zoning Map converting sixty-one properties from the Commercial Zone to the Commercial-Residential Zone, and converting two properties from the Commercial Zone to the Public Zone is approved **and we will continue the work on the Design Standards to future city council workshop.**

ORDINANCES & RESOLUTIONS:

RESOLUTION Consider approving a resolution, **Resolution 26-1479-R**, amending the Committee Rules of the City of Rogue River, adding a Tree City Liaison position.

Move to approve Resolution 26-1479-R, amending the Committee Rules of the City of Rogue River, adding a Tree City Liaison position.

Motion By: Councilor Moss **Seconded by:** Councilor Howell

Vote: All ayes, none opposed, Resolution 26-1479-R is approved.

RESOLUTION Move to consider approving **Resolution No 26-1484-R**, a Recommended Top Five Issues that the City of Rogue River would like the League of Oregon Cities to focus on during the 2027-28 Legislative cycle. **1.** Infrastructure funding **2.** Invest in Community energy disaster planning **3.** Maintain local control of a safe modern right of way **4.** Emergency communication system resources **5.** Water re-use.

Motion by Councilor Barb Hilty, **seconded by** Councilor Dee Copley

No discussion on the motion

Vote: All ayes, none opposed, **Resolution No 26-1484-R is approved.**

ADMINISTRATIVE ACTION:

Park Consider approving a request to hang a temporary banner in Rooster Park from the Chamber of Commerce thanking firefighters for recent firefighting efforts.

Move to approve the request to hang a temporary banner in Rooster Park from the Chamber of Commerce thanking firefighters for recent firefighting efforts

Motion by Councilor Moss. **Second by** Councilor Howell

Discussion on the motion

Vote: All ayes, none opposed, the request to hang the banner in Rooster Park is approved.

PARK USE

Consider approving the request for Rooster Park Pavilion to include amplified music, on September 19, 2026, and August 29th from **Brenda Gordon**.

Move: To approve the request for Rooster Park Pavilion to include amplified music, September 19, 2026, and August 29th, 2026, for amplified music.

Motion: By Councilor Hilty, **seconded by** Councilor Minegar

Discussion on the motion regarding the late departure time.

Amendment to the motion by Councilor Hilty, that the departure time be no later than 8:00PM.

Seconded by: Councilor Minegar

Vote: All ayes, none opposed, the amendment to the motion is approved, the time of departure from the park will be no later than 8:00PM, the park reservations are approved.

COMMITTEE MINUTES:

Tree City Consider accepting August 13th, 2026, Tree City Meeting minutes.

Move to: Accept the Tree City meeting minutes of August 13th, 2026.

Motion by: Councilor Howell, seconded by Councilor Moss.

No discussion on the motion

Vote: All ayes, none opposed, Tree City minutes of August 13th, 2026, are approved.

OTHER BUSINESS: None

COUNCIL MEMBER COMMENT: Councilor Gregory invites everyone to the Chamber mixer at the Moose Lodge on September 10th in Gold Hill.

MAYOR COMMENTS: Yesterday, Ryan, the Mayor, and JoAnn Dixon went to the Board of Commissioners meeting where JoAnn Dixon was awarded a community service award for her contribution as a volunteer in our community.

ADJOURNMENT:

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

No discussion on the motion

Vote: All ayes, none opposed

The meeting adjourned at 7:05PM

Mayor Pam VanArsdale _____ Date _____

ATTEST:

Diane Oliver
City Recorder



To City Council and Management
City of Rogue River, Oregon

In planning and performing our audit of the financial statements of the City of Rogue River, Oregon (the “City”) as of and for the year ended June 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered the City’s internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of City’s internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, significant deficiencies or material weaknesses may exist that have not been identified. However, as described below, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. A material weakness is a deficiency, or a combination of deficiencies in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, in a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.
- *Probable.* The future event or events are likely to occur.

We consider the following deficiency in the City’s internal control to be a material weakness:

Accounts receivable and payable aging summaries

During our fieldwork, the support provided by management to substantiate the balances in accounts receivable and accounts payable did not agree to amounts recorded in the accounting system. Upon further inquiry, management was eventually able to provide adjusting journal entries and additional lists that provided support for the adjusted balances. Additionally, we identified two cash receipts related to state gasoline taxes that were not accounted for and required adjustment to correct a material misstatement in the street fund.

The City’s controls over accounts receivable and accounts payable year end cut off are not operating sufficiently to prevent material misstatements. We recommend the City incorporate a more robust financial closing process which includes checklists and verification of support to account balances at the end of each month.

The purpose of this communication, which is an integral part of our audit, is to describe for management and those charged with governance the scope of our testing of internal control and the results of that testing. Accordingly, this communication is not intended to be and should not be used for any other purpose.

Respectfully,

A handwritten signature in black ink that reads "Sensiba LLP". The signature is written in a cursive, flowing style.

Bend, Oregon

December 29, 2025

RESOLUTION NO. 26-1485-R

A RESOLUTION ACCEPTING THE ANNUAL FINANCIAL REPORT (FOR THE YEAR ENDING JUNE 30, 2025) AND CORRECTIVE ACTION PLAN FOR THE CITY OF ROGUE RIVER, OREGON.

WHEREAS, the State of Oregon requires all local governments to have their annual financial reports audited and submitted to the Secretary of State's Office by December 31 annually, and;

WHEREAS, the City of Rogue River has completed its annual financial report for the year ending June 30, 2025, and;

WHEREAS, the firm of Sensiba, LLP has completed the required audit of the City's annual financial report, and;

WHEREAS, the Annual Financial Report for the year ending June 30, 2025 is attached to this Resolution as Exhibit A, and;

WHEREAS, the City Council unanimously voted to accept the auditors report and the financial statements in January 2026, and;

WHEREAS, the audit of the City's annual financial report noted deficiencies related to internal control weaknesses, and;

WHEREAS, the City has prepared a corrective action plan in response to the deficiencies attached to this Resolution as Exhibit B.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF ROGUE RIVER, OREGON, RESOLVES AS FOLLOWS:

To adopt the corrective action plan in order to design, implement, and maintain proper internal controls in order to ensure that accounts payable and accounts receivable aging reports are accurately prepared, reconciled to the general ledger, reviewed, and retained as part of the City's financial records.

PASSED by the Common Council of the City of Rogue River on this 24th day of September 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 24th day of September 2026.

ATTEST:

Pam VanArsdale
Mayor

Diane Oliver, City Recorder

EXHIBIT B, to Resolution 26-1485-R
CORRECTIVE ACTION PLAN

Audit Finding

The City's annual financial audit identified deficiencies related to internal controls over the calculation and presentation of accounts payable and accounts receivable aging summaries. The City is adopting this Corrective Action Plan to strengthen its financial reporting procedures and reduce the risk of errors or material misstatements.

Corrective Action

The City will establish and maintain written procedures to ensure that accounts payable and accounts receivable aging reports are accurately prepared, reconciled to the general ledger, reviewed, and retained as part of the City's financial records.

Implementation Plan

Action Item	Responsible Party	Target Completion
Review the City's current procedures for generating accounts payable and accounts receivable aging reports.	Finance Staff and City Administrator	Within 30 days of adoption
Develop a written monthly reconciliation procedure for accounts payable and accounts receivable aging schedules.	Finance Staff	Within 60 days of adoption
Reconcile accounts payable and accounts receivable aging reports to the general ledger each month.	Finance Staff	Monthly and ongoing
Document the reconciliation, including the identification and correction of discrepancies.	Finance Staff	Monthly and ongoing
Implement supervisory review of month-end aging reports and reconciliation documentation.	City Administrator or Designee	Monthly and ongoing
Provide year-end aging reports and supporting reconciliations to the City's independent auditor as part of the annual audit process.	Finance Staff and City Administrator	Annually

Monitoring and Oversight

The City Administrator, or their designee, will review the completed monthly reconciliations and supporting documentation. Any identified discrepancies will be investigated and corrected in a timely manner and before preparation of the City's annual financial statements.

Anticipated Completion

The initial review and development of written procedures will be completed within 60 days following adoption of this Corrective Action Plan. Monthly reconciliations and supervisory reviews will continue as ongoing internal control procedures.

Expected Outcome

Implementation of this Corrective Action Plan will strengthen the City's internal controls over financial reporting, improve the accuracy and completeness of accounts payable and accounts receivable aging summaries, and reduce the likelihood of similar audit findings in future financial reporting periods.

RESOLUTION NO. 26-1486-R

A RESOLUTION IDENTIFYING A VOTING DELEGATE AND ONE ALTERNATE VOTING DELEGATE TO REPRESENT THE CITY OF ROGUE RIVER AT THE LEAGUE OF OREGON CITIES 2026 ANNUAL BUSINESS MEETING.

WHEREAS, the League of Oregon Cities ("LOC") is a consolidated department of Oregon's 241 incorporated cities which was founded in 1925 to be, among other things, the go-to place for and about cities and a dynamic resource hub for advocacy, education, and best practices; and

WHEREAS, each year, the LOC holds an annual business meeting wherein an election is held to consider and fill vacancies on the LOC's Board of Directors and if applicable, other items for consideration including but not limited to amendments to the LOC's governing documents; and

WHEREAS, the LOC annual business meeting is scheduled to occur on October 17, 2026; and

WHEREAS, any member city wishing to vote during the LOC's annual business meeting must appoint its voting delegate and an optional alternate voting delegate via a written resolution adopted by its city's governing body; and

WHEREAS, a copy of this resolution must be provided to the LOC's Executive Director, or General Counsel, no later than October 7, 2026.

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

SECTION 1. The City Council of the City of Rogue River, Oregon, wishes to appoint the following designated individuals as its voting delegate and alternate voting delegate:

Voting delegate: Pam VanArsdale
541-660-4414, mayor@cityofrogueriver.org

Alternate delegate: Barb Hilty
509-254-1359, 24barbhilty@gmail.com

PASSED by the Common Council of the City of Rogue River on this 24th day of September 2026.

SUBMITTED TO AND APPROVED by the Mayor of the City of Rogue River on this 24th day of September 2026.

Pam VanArsdale
Mayor

ATTEST:

Diane Oliver
City Recorder

Rogue River Tree City USA Committee

Minutes of Meeting held on September 10, 2026 11:00am Council Chambers

Meeting Start time: 11:08 am Adjourned: 11:52am

Present: Jim Dyck, Helga Bush, JoAnn Dixon

Guests: Sharen Rockefeller

Absent: Dee Copley (Liaison)

Secretary of meeting: Helga Bush

OLD BUSINESS:

1. Review Volunteer forms

Ryan Nolan will get back to us with his suggestions for revisions after he discusses this with Staff or Council members as appropriate.

2. Consult with PW on street trees at car wash, Classic Drive and Reservoir: Jim Discussion deferred to a future meeting.

3. Trading Crows to Emily by mid-month

There is no submission for the Trading Crows newsletter this month. We intend to do it as we have time.

4. Tree of Heaven: Helga, Jim

Discussion of this project is deferred to a future meeting. Plan to meet with neighbor to the north soon.

5. Fourth and Fifth Committee members

Sharen Rockefeller is interested in joining the Committee. She will proceed by submitting the Volunteer forms. She joined us today as a Guest.

Members will continue to issue announcements and solicit for new members.

6. Irrigation at Palmerton: Helga

Concerns were raised about the new irrigation system and the impact of water on the bark of trees. In order to remedy the problem, the spray direction needs to be revised. Plan for discussion with PW Director Mike Bollweg. After meeting note: Jim and Helga met with Mike immediately after this meeting and have planned a site visit for Tuesday Sept. 15.

Other Old Business:

NEW BUSINESS:

1. August and September Workdays: Helga

Work for maintenance and tree health was done at one Workday(Aug. 26) in Palmerton

Arboretum. There will be a Workday on Sept. 23, just prior to the Ride the Rogue event on Sep.

26. October Workdays are on Oct. 14 and 28.

2. Report on our meeting with RR District 35 school representatives
Jim and Helga met with Superintendent April Harrison and Maintenance Supervisor Ken Garrison on Sept. 27. During the on-site visit we gave advice about selecting trees for the open grassy areas at the front on the Elementary and High School.
3. Representative for the local RR Press – Opportunities?
Idea for regular articles in the local newspaper to inform city residents about the work of the Tree City Committee. Also to inform public of current position openings in Tree City.
4. Are there documents showing the planned work with ODOT at John F. Fleming Park?
This concern will be discussed with PW Director Mike Bollweg. Discuss which trees will be removed and is there financial assistance for this replacement.
5. Award and Member Recognition
Our Tree City member JoAnn Dixon received the Service Award from Jackson County for her achievements and long-time dedication to the Tree City USA commitments. Wednesday Aug 19th. Event was covered by the RR Press on the front page.
6. Tree Damaged
A walnut tree has two damaged branches at Foothill Blvd and West Evans Creek Rd. PW removed the branches this week.
7. Change of the RRTCUSA meeting time – Helga
Discussed proposal to change the Thursday meeting time to a slightly later time, but still on the second Thursday of the month. Members will continue this discussion next month.

Next Meeting: October 08, 2026 11:00 Council Chambers

Minutes by Helga Bush Sep. 14, 2026