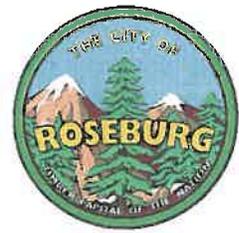


ROSEBURG CITY COUNCIL AGENDA – DECEMBER 9, 2019
City Council Chambers, City Hall
900 S. E. Douglas Avenue, Roseburg, OR 97470



7:00 p.m. Regular Meeting

- 1. Call to Order – Mayor Larry Rich**
- 2. Pledge of Allegiance**
- 3. Roll Call**

Beverly Cole	Bob Cotterell	Alison Eggers	Linda Fisher-Fowler
Ashley Hicks	Brian Prawitz	Tom Ryan	Andrea Zielinski
- 4. Mayor Reports**
 - A. Municipal Judge Compensation
- 5. Commission Reports/Council Ward Reports**
- 6. Audience Participation – See Information on the Reverse**
- 7. Consent Agenda**
 - A. Minutes of November 25, 2019 Regular Meeting
 - B. Minutes of December 3, 2019 Special Meeting
- 8. Ordinances**
 - A. Ordinance No. 3531 – Amending Section 10.02.010 of the Roseburg Municipal Code Regarding the Oregon Fire Code, Second Reading
 - B. Ordinance No. 3532 – Amending RMC Section 8.02.010 Adopting 2011-2018 Legislative Changes to State Traffic Laws and Declaring an Immediate Effective Date, First and Second Reading
 - C. Ordinance No. 3533 – Amending RMC Section 10.04.020 Adopting the State Specialty Codes, Administrative Rules and the International Property Maintenance Code in Effect October 2019 and Declaring an Immediate Effective Date, First and Second Reading
- 9. Department Items**
 - A. Self Contained Breathing Apparatus Cooperative Purchase
- 10. Items from Mayor, City Council and City Manager**
- 11. Adjourn**
- 12. Executive Session ORS 192.660(2)**

Informational

- A. City Manager Activity Report

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

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

TIME LIMITATIONS

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

CITIZEN PARTICIPATION – AGENDA ITEMS

Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item. If you wish to address an item on the Consent Agenda, please do so under “Audience Participation.” For other items on the agenda, discussion typically begins with a staff report, followed by questions from Council. If you would like to comment on a particular item, please raise your hand after the Council question period on that item.

CITIZEN PARTICIPATION – NON-AGENDA ITEMS

We also allow the opportunity for citizens to speak to the Council on matters not on this evening's agenda on items of a brief nature. A total of 30 minutes shall be allocated for this portion of the meeting.

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

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

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

Thank you for attending our meeting – Please come again.

The City Council meetings are aired live on Charter Communications Cable Channel 191 and rebroadcast on the following Tuesday evening at 7:00 p.m. Video replays and the full agenda packet are also available on the City's website: www.cityofroseburg.org.

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



MUNICIPAL JUDGE COMPENSATION

Meeting Date: December 9, 2019
Department: Administration
www.cityofroseburg.org

Agenda Section: Mayor Reports
Staff Contact: John VanWinkle/Ron Harker
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The Municipal Judge is under contract for services with the City. Council reviews the Judge's performance and compensation level on an annual basis, unless otherwise decided. Issue for Council is whether to adjust the Judge's salary.

BACKGROUND

A. Council Action History.

Council's annual evaluation process with the Municipal Judge occurred at the November 25, 2019, meeting in executive session. When receiving a satisfactory evaluation, the Municipal Court Judge has historically received the same cost of living increase as other non-represented employees.

B. Analysis.

The Judge is generally given the same salary adjustment granted to management employees, which is 2% for 2019-20.

C. Financial/Resource Considerations.

A 2% adjustment would increase Judge Mahan's salary from \$5,100 to \$5,202 per month, effective back to his November 1, 2019, anniversary date.

D. Timing Considerations.

In order to make timely adjustments to Judge Mahan's salary, this is the appropriate time to adopt any changes.

COUNCIL OPTIONS

1. Council may consider adjusting compensation for Judge Mahan as presented.
2. Council may choose to make no changes to the contract or compensation package for Judge Mahan.
3. Council may request additional information before making a determination regarding Judge Mahan's contract and compensation.

STAFF RECOMMENDATION

As this is a direct contractual arrangement between Council and the Municipal Judge, Staff makes no specific recommendation.

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL MEETING
November 25, 2019**



Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on November 25, 2019 in the City Hall Council Chambers, 900 SE Douglas Avenue, Roseburg, Oregon. Councilor Ryan led the Pledge of Allegiance.

ROLL CALL

Present: Councilors Beverly Cole, Alison Eggers, Linda Fisher-Fowler, Brian Prawitz, Tom Ryan and Andrea Zielinski.

Absent: Councilors Bob Cotterell and Ashley Hicks

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Bruce Coalwell, Human Resources Director John VanWinkle, Police Chief Gary Klopfenstein, Fire Chief Gary Garrisi, Library Director Kris Wiley, Parks and Recreation Manager Kris Ammerman, Municipal Court Judge Jason Mahan, Management Assistant Koree Tate and Scott Carroll of the News Review.

MAYOR REPORT

Mayor Rich reminded Council of the Special Goal Session Meeting scheduled for December 3, 2019 at the Roseburg Public Library. The downtown tree lighting ceremony and festivities are scheduled for November 30, 2019.

COMMISSION/COUNCIL REPORTS

Councilor Eggers reported she had a Parks and Recreation Commission Meeting on November 6, 2019 and discussed the Umpqua Valley Tennis Center item that was on the agenda.

Councilor Prawitz said he had a Library Commission Meeting and discussed developing a five-year strategic plan. A strategic plan committee will be formed consisting of community members with a variety of knowledge and expertise. The Commission reviewed monthly statistics, discussed the community survey and the new maker space.

Councilor Zielinski had a Historic Resource Review Commission Meeting where they discussed Sunnyside located at 663 SE Jackson Street. The applicant will be renovating the exterior. Councilor Zielinski said she looked forward to the developments in the downtown area and seeing the finished product.

CONSENT AGENDA

Councilor Ryan moved to approve the following Consent Agenda Items:

- A. Minutes of October 28, 2019 Regular Meeting
- B. Minutes of November 12, 2019 Special Meeting
- C. Authorization for City Manager to Join Board of Umpqua Valley Development Corporation

The motion was seconded by Councilor Zielinski and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Prawitz, Ryan and Zielinski voted yes. No one voted no.

ORDINANCE NO. 3530 – MUNICIPAL CODE AMENDMENT REGARDING PARKING,
SECOND READING

Ms. Sowa read Ordinance No. 3530, entitled, “An Ordinance Amending Sections 8.02, 8.04, and 8.06 of the Roseburg Municipal Code Regarding Parking,” for the second time. Councilor Ryan moved to adopt Ordinance No. 3530. The motion was seconded by Councilor Prawitz. Roll call vote was taken and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Prawitz, Ryan and Zielinski voted yes. No one voted no. Mayor Rich declared Ordinance No. 3530 as adopted.

ORDINANCE NO. 3531 – MUNICIPAL CODE AMENDMENT REGARDING THE OREGON
FIRE CODE, FIRST READING

Ms. Sowa said the Fire Department was responsible for implementing fire codes and maintaining fire safety throughout the City of Roseburg. The Oregon Fire Code is updated periodically to incorporate the International Fire Code and provide uniform regulations for fire departments throughout Oregon, and the Roseburg Fire Department adopts and follows each updated edition of the Oregon Fire Code when published. Historically, the City has adopted the current cycle of the Oregon Fire Code the year it is updated and published. If approved, this ordinance would amend section 10.02.010 of the Roseburg Municipal Code, adopting the 2019 Oregon Fire Code, save and except such portions as are modified or amended by the Roseburg Municipal Code.

Council agreed to have a first reading of the ordinance. Ms. Sowa read Ordinance No. 3531, entitled, “An Ordinance Amending Section 10.02.010 of the Roseburg Municipal Code Regarding the Oregon Fire Code,” for the first time.

UMPQUA VALLEY TENNIS CENTER FEE ADJUSTMENT

Ms. Messenger reported the Stewart Park Tennis Center (UVTC) has a Ground Lease and Operating Agreement with the City. Per the Ground Lease and Operating Agreement, “subject to the City’s right to review and modify, UVTC may occasionally adjust the fees charged in connection with the use of the Tennis facilities”. The Umpqua Valley Tennis Center has requested a fee increase and provided information showing the current and proposed membership fees. The fees for the general public would remain the same, but member fees would increase by 4%.

In response to Councilor Cole, Ms. Messenger explained the fees are \$2.00 per session on the outside courts, Juniors play for free and the fee for public use of the indoor courts would be \$15.00 per person for 1 ½ hours or a maximum of \$30.00 per court. UVTC requested the new fees go into effect beginning January 1, 2020. In response to Mayor Rich, Ms. Messenger stated there was not a max fee increase percentage listed in the lease agreement because fee changes go to Council for approval. The Parks Commission discussed the request at their November 6, 2019 meeting and approved the proposed fee adjustment.

Councilor Cole moved to authorize the Umpqua Valley Tennis Center to adjust its membership fees as shown in Attachment #1. The motion was seconded by Councilor Eggers and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Prawitz, Ryan and Zielinski voted yes. No one voted no.

ODOT FUND EXCHANGE AGREEMENT STRIPING MACHINE

Ms. Messenger reported the Surface Transportation Program (STP) was a federally funded program administered by the Oregon Department of Transportation (ODOT). STP funds reside at ODOT until the City requests to use them for an identified project. Typically, the City will “fund exchange” the STP allocations at \$0.94 per dollar to convert the money to state funding as opposed to federal funding. Once converted to state funding, the City could utilize the funds to design and/or construct improvements or to purchase equipment used for highway purposes. The last project that utilized STP funding was the South Stewart Parkway Improvement Project.

Staff proposed to do a fund exchange to convert the \$212,766.00 of federal funds into \$200,000.00 in state funds to put towards the purchase of a new striping machine. The Public Works Commission discussed this purchase and fund exchange agreement at the October 10, 2019 meeting. The Commission recommended authorizing an agreement with ODOT to utilize fund exchange dollars for a portion of this purchase. In response to Councilor Prawitz, Ms. Messenger confirmed the remainder of money not used by the STIP fund would come from the City Equipment Fund. Mayor Rich asked if the purchase was through ODOT. Ms. Messenger stated the purchase was through Sourcewell.

Councilor Ryan moved to authorize the City Manager to execute the 2019 Fund Exchange Agreement with ODOT for the purchase of a striping machine. The motion was seconded by Councilor Fisher-Fowler and approved with the following vote: Councilors Cole, Eggers, Fisher-Fowler, Prawitz, Ryan and Zielinski voted yes. No one voted no.

ITEMS FROM MAYOR, CITY COUNCIL AND CITY MANAGER

Ms. Messenger provided information regarding the upcoming Goal Setting meeting and asked how Council would like to conduct the meeting to best utilize the time scheduled. Mayor Rich explained he would like to review the process during the agenda review meeting to establish a guideline. The goals were established at their November 12 session. During the upcoming goal setting session, he would like to go through the goals one at a time and discuss possible action items. If Council runs out of time at the next meeting, Mayor Rich said he would ask for another session to be scheduled.

Councilor Zielinski agreed it was a good idea to have ground rules. Councilor Eggers said she agreed with what Ms. Messenger submitted for goals at the previous meeting, but would like to have bullets from Councilors who submitted new information. Councilor Prawitz explained his list was long and wanted to have time to review everything without infringing on time for others to be included. He said he looked forward to a lively conversation because the constituents deserved to have the best from Council.

Councilor Eggers thanked Ms. Wiley for allowing space at the Roseburg Public Library for the Zonta Human Trafficking display.

Councilor Prawitz thanked the Downtown Roseburg Association and volunteers who helped place Christmas lights downtown.

ADJOURNMENT

The meeting adjourned at 7:22 p.m.

Koree Tate

Koree Tate
Management Assistant

**MINUTES OF THE SPECIAL MEETING
OF THE CITY COUNCIL MEETING
DECEMBER 3, 2019**



Mayor Larry Rich called the special meeting of the Roseburg City Council to order at 4:00 p.m. on December 3, 2019 in the Roseburg Public Library South Umpqua Conference Room, 1409 NE Diamond Lake Boulevard, Suite 100, Roseburg, Oregon.

ROLL CALL

Present: Councilors Beverly Cole, Bob Cotterell, Alison Eggers, Linda Fisher-Fowler, Ashley Hicks, Brian Prawitz, Tom Ryan and Andrea Zielinski.

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Attorney Bruce Coalwell, Human Resources Director John VanWinkle, Community Development Director Stuart Cowie, Finance Director Ron Harker, Interim Public Works Director Jim Maciariello, Fire Chief Gary Garrisi, Police Chief Gary Klopfenstein, Library Director Kris Wiley, Communications Specialist Eric Johnson, Management Assistant Autumn David and Scott Carroll of the News Review.

GOAL SETTING

Mayor Rich reported that on November 12, 2019, the Council held a special work session to discuss the 2020-2022 Goals. The Council approved six goals but asked staff to propose amended language for the sixth goal.

The five goals that the Council agreed on are as follows:

1. Develop and implement policies to enhance housing opportunities.
2. Implement transportation funding policies to meet identified community needs.
3. Enhance community livability and public safety.
4. Take a proactive role in economic development and community revitalization.
5. Update and implement the City's Emergency Preparedness Plan.

The sixth goal was related to homelessness/unhoused issues. For discussion purposes, staff is recommending the following language:

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

Councilor Cotterell moved to adopt the wording presented for the sixth goal. The motion was seconded by Councilor Ryan and approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Mayor Rich discussed the ground rules for Goal Setting procedures. Councilor Zielinski moved to adopt the goal setting procedures. The motion was seconded by Councilor Ryan and approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Ms. Messenger explained Staff had worked on draft action items included in the agenda packet, along with the individual City Councilor's suggestions for action items. Mayor Rich proceeded with review of each goal to determine which action items would be included.

Goal 1: Develop and implement policies to enhance housing opportunities

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

Councilor Ryan moved to approve the four action items presented by Staff. The motion was seconded by Councilor Cotterell and approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Councilor Hicks discussed adding waiving system development charges (SDCs) to increase affordable housing units as an action item to Goal 1.

Councilor Prawitz suggested adding a similar action item to Goal 1 to defer SDCs to increase affordable housing and allow emergency shelter facilities. He also suggested adding an action item to provide flexibility for Staff regarding development standards. Discussion ensued around what action would need to be taken in order to accommodate these proposed action items.

Councilor Hicks moved to add an action item to Defer SDC's or other development fees to increase affordable housing. The motion was seconded by Councilor Prawitz and failed with the following votes: Councilor Hicks voted yes. Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, and Zielinski voted no.

Goal 2: Implement transportation funding policies to meet identified community needs

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

Councilor Prawitz questioned the wording of item 7. His concern was whether it is up to the City to evaluate and identify areas that are underserved by UTRANS; his statement articulated that UCAN and the County support UTRANS. Ms. Messenger explained that the City does not want transportation to be a barrier to new developments in the Urban Renewal District or other areas in the City. Councilor Ryan suggested changing the wording of item 7 to Coordinate with UTRANS rather than Support UTRANS.

Councilor Cole suggested adding Harvard Avenue to bullet point three. Discussion ensued around traffic in town and the need to find a resolution.

Councilor Ryan moved to approve the seven action items presented by staff and change the wording of item 7 from Support UTRANS to Coordinate with UTRANS, and to include Harvard Avenue along with Garden Valley in item 3. The motion was seconded by Councilor Cotterell and approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Councilor Hicks suggested creating a new water fee or utility fee that could support a citywide bus ridership program and possibly start by offering free rides to students. Her goal would be to increase the exposure and use of public transit. No motion was made; item will not be included as part of Goal 2.

Goal 3: Enhance community livability and public safety

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

Mayor Rich suggested changing the second bullet point to: Consider increased use of security cameras overlooking public property.

Councilor Ryan moved to approve the five actions items presented by staff with the aforementioned changes. The motion was seconded by Councilor Cotterell and approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Councilor Hicks suggested a software update that would provide up-to-date statistics and data on police calls and arrests. She also proposed developing a citywide initiative for retail businesses to require ID for all alcohol purchases.

Councilor Prawitz suggested Council consider some kind of change in the ordinance regarding shopping carts and suggested locking wheels as a possible option. There may be grants available to help offset the cost.

Councilor Prawitz proposed additional bathroom facilities, sharps containers and closing garbage containers on City property around the City, as well as No Camping signage along multi-use paths. He would also like to see more support for a sobering center/mental crisis health center.

Councilor Zielinski mentioned that she received a lot of positive feedback from citizens during the summer months regarding the Police presence downtown and would like to see more of a

Police presence downtown during the rest of the year. Chief Klopfenstein responded that based on call volume, they do try to have officers patrol downtown when possible. They are increasing those patrols during the holiday shopping season.

Councilor Hicks moved to include No Camping signage along multi-use paths; and to include Review of the shopping cart ordinance and looking for grants to incentivize locking wheels. Councilor Zielinski seconded the motion. General discussion ensued on the suggested priorities. The motion failed with the following votes: Councilor Hicks voted yes. Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, and Zielinski voted no.

Goal 4: Take a proactive role in community economic development and revitalization

- Support effort to construct the Allied Health College
- Support efforts to increase tourism
- Continue to support the efforts of the Partnership
- Look for opportunities to engage the Roseburg Area Chamber
- Develop additional Urban Renewal incentive programs
- Continue to support the Downtown Roseburg Association

Councilor Cotterell suggested changing item six to: Continue supporting local businesses. Councilor Ryan recommended changing item six to: Continue to support Downtown Roseburg. Mayor Rich proposed changing item six to: Continue to support and evaluate Downtown Roseburg Association. Councilor Cole suggested bringing back the Downtown Commission in the future.

Councilor Cotterell moved to approve the six action items presented by Staff and accept changes to item three to Continue to support and evaluate the Partnership and item six to Continue to support and evaluate Downtown Roseburg Association. The motion was seconded by Councilor Ryan and approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Councilor Prawitz proposed developing or updating the grocery store model to bring a grocery store to the downtown area. General discussion ensued on the suggestion. Mayor Rich recommended possible wording for an action item of Support efforts for a grocery store in the downtown area.

Councilor Hicks urged Council to create incentives to entice additional retail to the downtown business district as well as enhancing river and waterway appearance and public access points.

Councilor Prawitz moved to add an action item for Incentivizing downtown retail and providing access to public waterways. The motion was seconded by Councilor Zielinski. Mayor Rich proposed a friendly amendment to the motion with the possible wording of Enhance Aesthetics of the River and Encourage Recreational and Business Opportunities for

Development. Councilor Prawitz and Zielinski agreed to the wording. The motion was approved with the following votes: Councilor Cole, Cotterell, Eggers, Fisher-Fowler, Prawitz, Ryan, Hicks and Zielinski voted yes. No one voted no.

Mayor Rich stated that staff would work with Council to schedule the next Goal Setting meeting.

ADJOURNMENT

The meeting adjourned at 5:55 p.m.



Autumn David
Management Staff Assistant

ORDINANCE NO. 3531

AN ORDINANCE AMENDING SECTION 10.02.010 OF THE ROSEBURG MUNICIPAL CODE REGARDING THE OREGON FIRE CODE

WHEREAS, the City of Roseburg Fire Department is responsible for implementing fire codes and maintaining fire safety throughout the City of Roseburg (City); and

WHEREAS, the Oregon Fire Code is updated periodically to incorporate the International Fire Code and provide uniform regulations for fire departments throughout Oregon; and

WHEREAS, the Roseburg Fire Department adopts and follows each updated edition of the Oregon Fire Code when published.

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

SECTION 1. Roseburg Municipal Code Section 10.02.010 titled Oregon Fire Code/Adoption and Scope is hereby amended to read as follows:

10.02.010 - Adoption and scope.

The City hereby adopts the 2019 Oregon Fire Code (OFC), save and except such portions as are modified or amended by this Chapter, a copy of which has appropriately been marked as having been adopted by this Chapter, and filed in the Office of the City Recorder. Said OFC, together with said additions and modifications, is adopted and incorporated herein as fully as if set forth at length in this Chapter, and the same shall be controlling within the entire corporate limits of the City.

SECTION 2. All other sections and subsections of Chapter 10.02 of the Roseburg Municipal Code shall remain in full force and effect as written.

ADOPTED BY THE ROSEBURG CITY COUNCIL THIS ____ DAY OF _____, 2019.

APPROVED BY THE MAYOR THIS ____ DAY OF _____, 2019.

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, CITY RECORDER



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

AN ORDINANCE AMENDING RMC SECTION 8.02.010 ADOPTING 2011-2018 LEGISLATIVE CHANGES TO STATE TRAFFIC LAWS AND DECLARING AN IMMEDIATE EFFECTIVE DATE

Meeting Date: December 9, 2019
Department: Administration
www.cityofroseburg.org

Agenda Section: ORDINANCES
Staff Contact: Amy L. Sowa
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Council will be considering an ordinance amending Roseburg Municipal Code (RMC) Section 8.02.010 to add 2011-2018 legislative changes to the State traffic laws adopted by our Code.

BACKGROUND

A. Council Action History.

Updates to the State traffic laws were last adopted into RMC 8.02.010 on April 26, 2010 for legislative changes from 2005-2009.

B. Analysis.

As legislation makes amendments to the state traffic laws, it is appropriate for the City to adopt those updates into our Code to remain current.

C. Financial/Resource Considerations.

There are no financial or resource impacts with these updates.

D. Timing Considerations.

Given that these statutes are already in effect, on both the State and local level, it would be prudent for Council to adopt the ordinance to take effect immediately upon adoption.

COUNCIL OPTIONS

1. Council may direct Staff to proceed with first reading of the proposed ordinance, suspend the rules and have second reading, followed by adoption; or
2. Council may direct Staff to delete the immediate effective date, proceed with first reading as amended and schedule second reading and adoption of the ordinance at the January 13, 2020 Council meeting.

STAFF RECOMMENDATION

Staff recommends Council proceed with the first reading of the proposed ordinance, suspend the rules and continue with second reading and adoption of the ordinance.

SUGGESTED MOTION

If Council concurs with Staff's recommendation, the first matter of order would be to direct Staff to proceed with first reading of Ordinance No. 3532; Council would then make the following motions:

I MOVE TO SUSPEND THE RULES AND HAVE SECOND READING OF ORDINANCE NO. 3532; and

I MOVE TO ADOPT ORDINANCE NO. 3532.

ATTACHMENTS:

Attachment #1 – Proposed ordinance amending RMC 8.02.010

ORDINANCE NO. 3532

AN ORDINANCE AMENDING SECTION 8.02.010 OF THE ROSEBURG MUNICIPAL CODE BY ADOPTING 2011-2018 LEGISLATIVE CHANGES TO STATE TRAFFIC LAWS AND DECLARING AN IMMEDIATE EFFECTIVE DATE

SECTION 1. Section 8.02.010 of the Roseburg Municipal Code, titled “Traffic laws – State statutes adopted,” is hereby amended to read as follows:

8.02.010 - Traffic laws—State statutes adopted.

A. It is the policy of the City to conform its traffic laws as closely as feasible to the traffic laws of the State of Oregon. The provisions of ORS Chapters 153, 801, 802, 803, 805, 806, 807, 809, 810, 811, 813, 814, 815, 816, 818, 819, 820, 821, 822 and 823 as now enacted are adopted, and violation thereof shall constitute an offense against the City.

B. The definitions in ORS Chapters 153 and 801 to 823 shall apply, where the context requires, to all other Sections of this Chapter.

SECTION 2. All other Sections and Subsections of Chapter 8.02 shall remain in full force and effect as written.

SECTION 3. Whereas the above referenced statutory offenses have already been adopted and put into effect by the state legislature, pursuant to Section 98.8.6 of the Roseburg City Charter, the Council hereby finds it necessary for the preservation of the peace, health and safety of the City for this ordinance to take effect immediately upon adoption of the Council and approval by the Mayor.

ADOPTED BY THE ROSEBURG CITY COUNCIL THIS 9TH DAY OF DECEMBER, 2019.

APPROVED BY THE MAYOR THIS 9TH DAY OF DECEMBER, 2019.

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, CITY RECORDER

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



AN ORDINANCE AMENDING RMC SECTION 10.04.020 ADOPTING THE STATE SPECIALTY CODES, ADMINISTRATIVE RULES AND THE INTERNATIONAL PROPERTY MAINTENANCE CODE IN EFFECT OCTOBER 2019 AND DECLARING AN IMMEDIATE EFFECTIVE DATE

Meeting Date: December 9, 2019
Department: Administration
www.cityofroseburg.org

Agenda Section: ORDINANCES
Staff Contact: Amy L. Sowa
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

Council will be considering an ordinance amending Roseburg Municipal Code (RMC) Section 10.04.020 adopting the State Specialty Codes, Administrative Rules and the International Property Maintenance Code as updated and in effect October 2019.

BACKGROUND

A. Council Action History.

Updates to the State Specialty Codes, Administrative Rules and the International Property Maintenance Code were last adopted into RMC 10.04.020 in 2008.

B. Analysis.

As amendments are made to Oregon Administrative Rules that affect these codes, it is appropriate for the City to adopt those updates into our Code to remain current.

C. Financial/Resource Considerations.

There are no financial or resource impacts with these updates.

D. Timing Considerations.

Given that these rules are already in effect, on both the State and local level, it would be prudent for Council to adopt the ordinance to take effect immediately upon adoption.

COUNCIL OPTIONS

1. Council may direct Staff to proceed with first reading of the proposed ordinance, suspend the rules and have second reading, followed by adoption; or
2. Council may direct Staff to delete the immediate effective date, proceed with first reading as amended and schedule second reading and adoption of the ordinance at the January 14, 2020 Council meeting.

STAFF RECOMMENDATION

Staff recommends Council proceed with the first reading of the proposed ordinance, suspend the rules and continue with second reading and adoption of the ordinance.

SUGGESTED MOTION

If Council concurs with Staff's recommendation, the first matter of order would be to direct Staff to proceed with first reading of Ordinance No. 3533; Council would then make the following motions:

I MOVE TO SUSPEND THE RULES AND HAVE SECOND READING OF ORDINANCE NO. 3533; and

I MOVE TO ADOPT ORDINANCE NO. 3533

ATTACHMENTS:

Attachment #1 – Proposed ordinance amending RMC 10.04.020

ORDINANCE NO. 3533

AN ORDINANCE AMENDING SECTION 10.04.020 OF THE ROSEBURG MUNICIPAL CODE BY ADOPTING THE STATE SPECIALTY CODES, ADMINISTRATIVE RULES AND THE INTERNATIONAL PROPERTY MAINTENANCE CODE IN EFFECT OCTOBER 2019, AND DECLARING AN IMMEDIATE EFFECTIVE DATE

SECTION 1. Section 10.04.020 of the Roseburg Municipal Code, titled "Adoption and enforcement of State Specialty Codes, Administrative Rules and the International Property Maintenance Code," is hereby amended to read as follows:

10.04.020 - Adoption and enforcement of State Specialty Codes, Administrative Rules and the International Property Maintenance Code

- A.** Specialty Codes and Rules. The following Oregon Specialty Codes, Appendix Chapters thereof and Oregon Administrative Rules **as now enacted by the state of Oregon**, save and except such portions as are deleted, modified or amended by this Chapter, are hereby adopted and incorporated herein as fully as if set forth in full in this Chapter, and the same shall be controlling and enforced within the entire corporate limits of the City:
1. Oregon Structural Specialty Code, as adopted by OAR 918-460-000~~40~~ through 918-460-050~~0045~~.
 2. Oregon Mechanical Specialty Code, as adopted by OAR 918-440-000~~40~~ through 918-440-051~~0040~~.
 3. Oregon Plumbing Specialty Code, as adopted by **OAR 918-750-01000~~40~~ through 918-750-0115**.
 4. Oregon Electrical Specialty Code, as adopted by **OAR 918-305-0000 ~~290-0040~~ through 918-305-0105 and OAR 918-0430 through 918-305-0500**.
 5. Oregon Residential Specialty Code, as adopted by OAR 918-480-000~~2~~ through 918-480-015~~0040~~.
 6. Manufactured Dwelling Code:
 - a. Parks: the manufactured dwelling park and mobile home park rules adopted by OAR 918-600-0005 through 918-600-003~~00410~~; and
 - b. Manufactured Home Installations: the manufactured dwelling rules adopted by OAR 918-500-0000 through 918-500-059~~00500 and OAR 918-520-0040 through 918-520-0020~~.
 7. Recreational Park and Organizational Camp Regulations as adopted by OAR 918-650-0000 through 918-650-008~~05~~.
- B.** International Property Maintenance Code. The **2018** International Property Maintenance Code, save and except such portions as are deleted, modified or amended by this Chapter, is hereby adopted and incorporated herein as fully as if set forth in full in this Chapter and the same shall be controlling and enforced within the entire corporate limits of the City. In instances where the Oregon Specialty Codes or Oregon Administrative Rules as listed in the above Subsection A of this Section, the Uniform Fire Code as adopted by Chapter 10.02 of this Code, or other provisions of this Code apply, such provisions shall govern, and those provisions of the International Property Maintenance Code

which conflict or overlap with such provisions, shall not apply. When no provisions of the Oregon Specialty Codes or Oregon Administrative Rules as listed in the above Subsection A of this Section apply, the Building Official shall have the authority to order compliance with the provisions of the International Property Maintenance Code which the Building Official judges are applicable. The Building Official shall have authority to waive compliance with any provisions of the International Property Maintenance Code which the Building Official deems not to be applicable or pertinent. The judgment of the Building Official as to the applicability of any provisions of the International Property Maintenance Code shall be final. Violations of conditions of the International Property Maintenance Code are declared to be a danger to public health and safety and therefore are a nuisance to be abated as provided in Chapter 7.06 of this Code. The procedure for nuisance abatement notice and appeal as set forth in Chapter 7.06 of this Code shall supersede Section 107 and Section 111 of the International Property Maintenance Code.

1. Definitions: As used in this Chapter, and referenced in the International Property Maintenance Code, the following definitions shall have the following meanings:
 - a. "Jurisdiction" shall mean the City of Roseburg.
 - b. "ICC Electrical Code" shall mean the Oregon Electrical Specialty Code.
 - c. "International Building Code" shall mean the Oregon Structural Specialty or Oregon Residential Specialty Code, depending upon application.
 - d. "International Fire Code" shall mean the Oregon Fire Code.
 - e. "International Fuel Gas Code" shall mean the Oregon Gas Code.
 - f. "International Mechanical Code" shall mean the Oregon Mechanical Specialty Code.
 - g. "International Plumbing Code" shall mean the Oregon Plumbing Specialty Code.
 - h. "International Zoning Code" shall mean the City of Roseburg Land Use and Development Regulations, Title 12 of this Code.
 - i. "Safety Code for Elevators and Escalators" shall mean the Oregon Elevator Specialty Code.
2. Revisions, Modifications and Deletions. The following sections of the International Property Maintenance Code are hereby revised, modified or deleted as follows:
 - a. Section 101.1 shall be revised to read as follows:
101.1 Title. These regulations shall be known as the **International** Property Maintenance Code of the City of Roseburg.
 - b. Section 103.5 shall be revised to read as follows:
103.5 Fees. The fees for activities and services performed by the City in carrying out its responsibilities under this Section shall be as set by Council resolution.
 - c. Section 302.4 shall be revised to read as follows:
Section 302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in accordance with Chapter 7.04 of this Code.
 - d. Section 304.14 shall be deleted.
 - e. Section 602.3 shall be revised to read as follows:
Section 602.3 Heat Supply. Every owner or operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat

during the period of time from October 1 through May 15 to maintain a temperature of not less than 65 degrees Fahrenheit in all habitable room, bathrooms and toilet rooms.

- f. Section 602.4 entitled "Occupiable work spaces", shall be deleted as heating facility requirements in such areas are governed by the Oregon Occupational Safety & Health Administration.

SECTION 2. All other Sections and Subsections of Chapter 10.04 shall remain in full force and effect as written.

ADOPTED BY THE ROSEBURG CITY COUNCIL THIS 9TH DAY OF DECEMBER, 2019.

APPROVED BY THE MAYOR THIS 9TH DAY OF DECEMBER, 2019

LARRY RICH, MAYOR

ATTEST:

AMY L. SOWA, CITY RECORDER

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



SELF CONTAINED BREATHING APPARATUS COOPERATIVE PURCHASE

Meeting Date: December 9, 2019

Department: Fire

www.cityofroseburg.org

Agenda Section: Department Item

Staff Contact: Gary Garrisi

Contact Telephone Number: 541-492-6770

ISSUE STATEMENT AND SUMMARY

The adopted budget for FY 19-20 includes \$263,000 for the acquisition of new Self Contained Breathing Apparatus (SCBA) to replace units that were purchased through a grant from FEMA in 2005. The new SCBAs will be compliant with the current National Fire Protection Association (NFPA) standards and coincide with the end of life of our current SCBA air cylinders. The issue for Council is whether to approve the purchase of the SCBA utilizing an interstate cooperative agreement.

BACKGROUND

A. Council Action History.

In February of 2005, Council approved the purchase of new Scott SCBAs that were NFPA 2002 compliant, utilizing a FEMA grant.

B. Analysis.

Since the last purchase in 2005, there have been three additional NFPA cycles, and the current standards have been updated for 2018. Current industry standards are to upgrade air packs approximately every three NFPA cycles, which also coincides with the 15-year life span of the air cylinders. In March of 2019, Portland Fire & Rescue (PF&R) completed a technical review of different SCBA manufacturers, and the result of that study scored the Scott SCBAs highest. Based on the results of this study, PF&R is replacing its current inventory, and through this purchase the manufacturer is providing discounts on the equipment.

The majority of our current SCBAs are four NFPA cycles out of compliance and no longer under warranty, and parts for repair and service are becoming costly. In addition, the service life for our air cylinders will expire in January of 2020, and the bottles will have to be replaced and destroyed. With the purchase of the new air pack harness, each one comes with two new bottles and a mask that will bring the Fire Department in line with current standards. SCBAs are an integral part of a firefighter's personal protective equipment and allow them to work in IDLH (immediately dangerous to life or health) atmospheres, not only to extinguish fires but perform rescues as well. Upgrading to the current NFPA standards will not only increase the safety of our personnel, it will reduce annual maintenance costs.

Staff is proposing to utilize an interstate cooperative procurement established by FireRescue Group Purchasing Organization (FR/GPO) and enter into an agreement with Cascade Fire Equipment Company (CFE Co.) for the purchase of the SCBAs. CFE Co. qualified as a supplier through FR/GPO having gone through a competitive process which allows other agencies across the nation to access (piggyback) the contract.

Public notice of the City's proposal to enter into a contract through an interstate cooperative procurement was published on November 26, 2019 with the seven-day comment period ending December 3, 2019. No comments were received.

C. Financial/Resource Considerations.

The Fire Department has budgeted \$263,000 in FY 19-20 for new SCBAs. The City Manager has authorized an additional amount of \$362.00 out of the Equipment replacement fund for a total of \$263,362.00 to accomplish this purchase.

D. Timing Considerations.

Staff would like to complete this purchase as soon as practical to ensure the equipment is available prior to the end of life of our current SCBA bottles, which will occur in January of 2020. Additionally, due to the potential of large orders from other agencies, timing is critical for order placement.

COUNCIL OPTIONS

The Council has the following options:

1. Authorize the purchase of new SCBAs; or
2. Request more information; or
3. Direct staff to pursue other purchasing methods. This will delay the project.

STAFF RECOMMENDATION

Staff recommends the Council authorize the purchase of new SCBAs from Cascade Fire Equipment Company.

SUGGESTED MOTION

I move to approve the purchase of new Self Contained Breathing Apparatus from Cascade Fire Equipment Company utilizing a cooperative procurement through FireRescue GPO for an amount not to exceed \$263,362.00.

ATTACHMENTS:

None



ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

CITY MANAGER ACTIVITY REPORT

Meeting Date: December 3, 2019
Department: Administration
www.cityofroseburg.org

Agenda Section: Informational
Staff Contact: Nikki Messenger, City Manager
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

At each meeting, the City Manager provides the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your December 3, 2019, meeting, the following items are included:

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



Agenda
Department Head Meeting
City Hall Third Floor Conference Room
November 26, 2019 - 10:00 a.m.

1. Review November 25, 2019 City Council Meeting Synopsis
2. Review December 3, 2019 City Council Goal Setting Meeting Agenda
3. Review December 9, 2019 City Council Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents/Grants Signing/Events
 - a. County Tree Lighting Ceremony – November 30, 2019
6. Department Items

Reminders:

- Year End Department Reports due by December 10, 2019 for Mayor's Report (*folder for reports can to go "S" Drive/City Council Documents/2019 Year End Reports for Mayor*)
- City Connection Articles due by December 20, 2019 (*folder on "S" Drive named 2020 City Connection Articles and photos*)



Agenda
Department Head Meeting
City Hall Third Floor Conference Room
December 2, 2019 - 10:00 a.m.

1. Introduction of Communications Specialist Eric Johnson
2. Review December 3, 2019 Goal Setting Procedures from Mayor Rich
3. Review December 9, 2019 City Council Meeting Agenda
4. Review Tentative Future Council Meeting Agendas
5. Documents/Grants Signing/Events
 - a. Powell Family 5K
6. Department Items
7. Employee Service Pins:
Police Department – Todd Spingath, 20 Years
Public Works – Chanelle Rogers, 15 Years

Reminders:

- Year End Department Reports due by December 10, 2019 for Mayor's Report (*folder for reports can go "S" Drive/City Council Documents/2019 Year End Reports for Mayor*)
- Employee Holiday Potluck – December 12, 2019 Noon to 1:00 p.m.
- City Connection Articles due by December 20, 2019 (*folder on "S" Drive named 2020 City Connection Articles and photos*)

TENTATIVE FUTURE COUNCIL AGENDA

Unscheduled

- Airport Fees for Fire Agency Services
- RMC 3.06 Amendments
- RMC 5.04 Amendment - Water Rules and Regulations
- Supplemental Budget regarding Fire Services
- Umpqua Basin Urban Services Agreement
- Water Conservation Plan

January 13, 2020

Mayor Reports

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

Commission Reports/Council Ward Reports

- A. Election of Council President
- B. Budget Committee Resignation – Nick Marshall
- C. Budget Committee Resignation – Ken Fazio

Consent

- A. Minutes of December 23, 2019

Resolutions

- A. Resolution No. 2019-23 – Goal Adoption

Informational

- A. City Manager Activity Report

January 27, 2020

Consent

- A. Minutes of January 13, 2020

Public Hearing

- A. Comprehensive Plan Amendment – Transportation System Plan

Department Items

- A. Airport Master Plan Adoption
- B. MedEd Funding

Informational

- A. City Manager Activity Report

February 10, 2020

Special Presentation

- A. CAFR Review – Auditor Jeff Cooley
- B. Quarterly Report – Quarter Ended December 31, 2019
- C. 2020-2021 Budget Calendar

Consent

- A. Minutes of January 27, 2020

Informational

- A. City Manager Activity Report

February 24, 2020

Consent

- A. Minutes of February 10, 2020

Informational

A. City Manager Activity Report

March 9, 2020

Consent

- A. Minutes of February 24, 2020

Informational

- A. City Manager Activity Report

March 23, 2020

Consent

- A. Minutes of March 9, 2020

Informational

- A. City Manager Activity Report

April 13, 2020

Mayor Report

- A. Volunteer Recognition Month Proclamation
- B. Arbor Day Proclamation

Consent

- A. Minutes of March 23, 2020 Meeting
- B. Cancellation of May 25, 2020 Regular Meeting
- C. 2020 OLCC License Renewal Endorsement

Informational

- A. City Manager Activity Report

April 27, 2020

Mayor Reports

- A. Historic Preservation Month Proclamation
- B. National Bike Month Proclamation

Consent Agenda

- A. Minutes of April 13, 2020

Informational

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

May 11, 2020

Mayor Reports

- A. EMS Week Proclamation

Consent Agenda

- A. Minutes of April 27, 2020

Resolutions

- A. Annual Fee Adjustments:
 - Resolution No. 2020- - General Fees
 - Resolution No. 2020 - Water Related Fees

Informational

- A. City Manager Activity Report

Executive Session

- A. City Manager Semi-Annual Evaluation

June 8, 2020

Mayor Reports

- A. Camp Millennium Week Proclamation

Consent Agenda

- A. Minutes of May 11, 2020

Public Hearing

- A. Resolution No. 2020- - 2020-2021 Budget Adoption
- B. Resolution No. 2020- - Supplemental Budget Appropriation

Informational

- A. City Manager Activity Report

Urban Renewal Agency Board

Consent Agenda

- A. Minutes of previous meeting

Public Hearing

- A. Resolution No. UR-2020- - 2020-2021 Budget Adoption

June 22, 2020

Consent Agenda

- A. Minutes of June 8, 2020

Informational

- A. City Manager Activity Report

July 13, 2020

Consent Agenda

- A. Minutes of June 22, 2020

Informational

- A. City Manager Activity Report

July 27, 2020

Consent Agenda

- A. Minutes of July 13, 2020

Informational

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

August 10, 2020

Consent Agenda

- A. Minutes of July 27, 2020

Informational

- A. City Manager Activity Report

August 24, 2020

Consent Agenda

- A. Minutes of August 10, 2020

Informational

- A. City Manager Activity Report

September 14, 2020

Consent Agenda

- A. Minutes of August 24, 2020

Informational

- A. City Manager Activity Report

Executive Session

- A. City Manager Annual Evaluation

September 28, 2020

Consent Agenda

- A. Minutes of September 14, 2020

Informational

- A. City Manager Activity Report

October 12, 2020

Consent Agenda

- A. Minutes of September 28, 2020

Informational

- A. City Manager Activity Report

October 26, 2020

Consent Agenda

- A. Minutes of October 12, 2020

Informational

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

Friday Message November 22, 2019

- Staff has positive news to report regarding the downtown streetlights that have been malfunctioning. After a significant period negotiating with the vendor and manufacturer, we reached an agreement and the vendor provided upgraded replacement fixtures for 102 of the newer LED downtown streetlights. The City paid Sims Electric to install them. The new fixtures arrived last Thursday and replacement began on Friday. At this point, 99 of the 102 fixtures have been replaced and are working! Thanks to Engineering Technician Ryan Herinckx for his relentless effort to get this done and thanks to Council and citizens for their patience as we worked towards a solution.
- On Wednesday, staff met with a diverse group of community members interested in improving and expanding local sports fields, specifically by installing turf. The group brought forth some interesting concepts, but as Stu Cowie put it, this is step 5 of 1,000 steps to bringing such an ambitious plan to fruition. Hopefully, there will be more to come in the future.
- The following is a list of camp cleanups that were accomplished yesterday:
 - 2800 NE Stephens
 - under the following bridges: Fowler Street, Jackson Street, Stewart Parkway, Douglas Avenue, Oak Street, and Washington Street
 - in the area of Hoover and Arizona
 - the end of Micelli driveway
 - 1930 SE Stephens
 - debris at the pointe of Pine Street
- On-site interviews for the Public Works Director position are happening Friday afternoon (11/22).
- The Downtown Christmas Tree Lighting ceremony is happening on Saturday, November 30th at the Douglas County Courthouse. Festivities begin at 4:30 pm with the tree lighting at 6:30 pm.
- Upcoming meetings:
 - City Council – Monday, November 25th at 7 pm
 - City Council – Special Goal Setting Meeting Tuesday, December 3rd at 4 pm
Roseburg Public Library - South Umpqua Room



City Hall will be closed Thursday and Friday (11/28-11/29) in observance of Thanksgiving.

