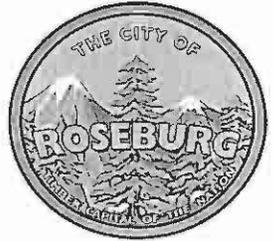


*JC*  
*6/3/14*

**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
June 9, 2014



**7:00 p.m. City Hall Council Chambers**  
***(Immediately following City Council meeting)***

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1. **CALL TO ORDER:** Larry Rich, Chairperson
  
2. **ROLL CALL OF BOARD MEMBERS**  
Bob Cotterell      Ken Fazio      Victoria Hawks      Mike Hilton  
Steve Kaser      Marty Katz      Lew Marks      Tom Ryan
  
3. **CONSENT AGENDA**  
A. Minutes of May 12, 2014 Meeting  
B. Highway 138 Intergovernmental Agreement
  
4. **PUBLIC HEARING**  
A. Resolution No. UR-14-01 – 2014/15 Budget Adoption
  
5. **AUDIENCE PARTICIPATION**
  
6. **ADJOURNMENT**
  
7. **EXECUTIVE SESSION – ORS 192.660(2)**

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Please contact the office of the City Recorder, 900 SE Douglas Avenue, Roseburg, Oregon, 97470; phone (541) 492-6866, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**MINUTES OF THE ROSEBURG  
URBAN RENEWAL AGENCY BOARD MEETING  
May 12, 2014**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 7:19 p.m. on Monday, May 12, 2014, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

**ROLL CALL**

**Present:** Board Members Bob Cotterell, Ken Fazio, Victoria Hawks, Mike Hilton, Steve Kaser, Marty Katz, Lew Marks and Tom Ryan.

**Others present:** City Manager Lance Colley, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Finance Director Ron Harker, Community Development Director Brian Davis, Police Chief Jim Burge, Human Resources Director John VanWinkle, Management Technician Debi Davidson, Christina George of the News Review and Kyle Bailey of KQEN Radio.

**CONSENT AGENDA**

Ryan moved to approve the following consent agenda items:

- A. Minutes of March 10, 2014 meeting.
- B. Minutes of March 17, 2014 meeting.
- C. Chestnut Avenue Traffic Signal bid award to Knife River Materials for \$275,944 upon expiration of the Notice of Intent to Award period.

Motion was seconded by Cotterell and carried unanimously.

**WASHINGTON/OAK PARKING DESIGN CONCEPTS**

Colley explained that this project was initiated in 2000 with the Downtown Master Plan. When the Urban Renewal District was adjusted to include downtown in 2005, the project moved to a high priority for Urban Renewal. Staff felt the need to bring the matter back for reconsideration given the conversations and misunderstandings that have developed since the Board's approval of the project in March. He clarified that the goals of the project were to: 1) provide ADA improvements; 2) build on concepts in the Master Plan; 3) provide a downtown streetscape unique and personal to Roseburg; 4) produce a product to enhance visitor experience; 5) improve parking where feasible; 6) provide RV parking if feasible; 7) blend into the Highway 138 corridor project and give visitors a reason to not bypass downtown; and 8) complete project by end of 2014.

Project concepts were developed by a Citizen Advisory Committee and considered by the Public Works Commission and Urban Renewal Board at multiple public meetings. Most discussion centered around the proposed angled back-in parking for four blocks on Washington and Oak between Jackson and Kane. A traffic analysis of the impacted blocks indicated the level of service at those intersections with one lane of traffic will meet City design standards through the 20 year study period. Because of the concerns heard since the initial approval, Staff suggested the project could be successfully completed with head-in angled parking instead of back-in parking.

Messenger indicated that the project cannot be completed prior to the Veteran's Day Parade as originally intended. Once design is complete, she and the engineer will need to meet with the downtown business community to determine the best time frame for the project, the risks of wintertime work and coordination with the Highway 138 construction which is scheduled for early spring 2015. It may be better to conduct the work at the same time of the ODOT project so all disruption happens at one time.

Discussion ensued between Board members about the options. If parallel parking was retained on the four subject blocks, the project could not include the intersection bulb-outs which were designed to meet ADA requirements and provide space for amenities such as historic monuments, fountains, benches, public art, etc. With head-in parking, the designated bike lane would need to be removed because of driver inability to see a bicyclist when backing out of the space. Staff would then recommend shared lane markings.

Marty Verberkmoes, 2525 NE Stephens, referenced a petition he submitted to the City Council with 76 downtown businesses opposing the project. He cited his objections to each aspect of the proposed design and suggested that in lieu of the project current sidewalks be repaired and streets repaved.

Lachlon McKinnon, 1841 NW Oerding, objected to back-in parking and stated the bulb-outs would have a negative impact for lower clearance and oversize vehicles. He recommended the Safeway property be obtained through eminent domain for oversize vehicle parking, 24-hour public restrooms be provided and no special accommodations made for bicyclists.

David Jacques, of the Roseburg Beacon newspaper foresaw queuing problems on Oak Street as travel lanes are reduced to one. He supported the streetscape and beautification efforts but believed funds would be better spent on sidewalk improvements. Ryan pointed out that some citizens believed the one lane change impacted the entirety of Washington and Oak and clarified that it only impacts from Jackson to Main and Main to Kane.

Stacey Crowe, 759 SE Kane, spoke to her long term history and observations as a downtown resident, employee and volunteer. She believed Roseburg should capitalize by making downtown a friendly place to walk around and just enjoy with beautification and traffic calming efforts. She indicated as a former Councilor she would support the Board's decision as they have more information than anyone else and would hopefully look at the big picture.

Burt Tate, 1042 NE Barager, sympathized with concerns about back-in parking and spoke to the benefits of increasing foot traffic and amenities to make downtown a place of beauty and socialization.

Roseburg Downtown Association President Gary Leif, 516 SE Jackson, submitted a letter regarding the RDA Board's unanimous approval of the project. They did prefer that the back-in parking option be amended, but looked forward to a project that would create a new ambiance in downtown.

Roseburg Downtown Association Vice President Jim Caplan, 145 Agape Court, stated he served as a member of the citizen advisory committee that worked on this project and believed it resulted in a great exchange of ideas some of which were incorporated and some

were not. He believed the City made an effort to outreach to the community for participation, and he felt honored and respected for being given that opportunity.

DRA Executive Director Roxanna Grant stated the Association conducted their own survey and found members were 10 to 1 in favor of the project. People were initially hesitant about the back in parking, but once they saw the design that was alleviation. She encouraged the Board to move forward with the plan.

Dick Dolgonas, 1338 SE Overlook, spoke about previous major projects that had generated public opposition, that once implemented were viewed as a positive change, e.g. Stephens Street widening, traffic meridians. He viewed the project as a safety improvement and encouraged the Board to look to the future in determining the right action to take.

Nancy Pittman, 1910 NW Delridge, objected to proposed speed humps and preferred to maintain downtown's current charm without modernization.

Cathy Glenn, 112 Crocus Lane in Canyonville, stated she surveyed approximately 50 young people who opposed the back-in parking proposal and recommended sidewalk replacement and street repaving in lieu of the proposed project. It was clarified that no speed humps are proposed; the intersections will be sloped to meet sidewalk elevation and meet ADA needs.

Further discussion ensued amongst the Board members. Messenger explained how the traffic analysis was conducted to take into consideration 20 year growth expectations and meet peak hour needs. Generally, sidewalk repair is the responsibility of the abutting property owner. However, as part of this project Staff will try to incorporate the worst of the sidewalks to make all of downtown ADA accessible. Hawks expressed disappointment that after all the time and efforts of the volunteers and public forums, changes were still being considered, particularly this late in the development stages.

As to the lane reduction, Messenger summarized that as traffic moves east on Oak to Jackson, the right lane will be designated to turn right onto Jackson. The left lane would move forward through the one lane reduction. Across from there would be bulb-outs level with the sidewalk with space available for the previously mentioned amenities. Space would also become available for ADA parking which cannot be done with parallel parking. Approximately 45 blocks in downtown will remain in parallel parking.

Ryan indicated that he was opposed to paying for a traffic study, but believed its results should not be ignored. Fazio did not want to see the project shelved and noted that whatever parking grid was incorporated, backing up would be required. Katz believed an analysis should be done to address the downtown vacancies and did not see how parking amendments would help occupancy rates.

Cotterell expressed reservations with the lane reduction and noted the last minute complaints and petitions should have been brought forth much earlier in the process. Marks commented on the public participation and believed it was more of a sentimental issue rather than an infrastructure configuration matter. Ryan believed the value of the project got lost in the arguments regarding back-in parking and miscommunication about speed bumps.

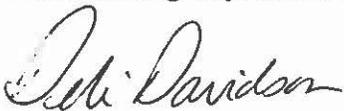
Hilton and Hawks agreed with statements shared by Kaser who noted the downtown community had been expecting improvements for the last 15 years. The project is in the Downtown Master Plan and the Urban Renewal Plan and dovetails with the State's 138 project which is intended, in part, to draw people downtown. He objected strongly to people who complained about lack of transparency and believed the City should have spoken individually to each downtown business. He believed there was a citizenship responsibility to make efforts to be informed through information readily available on the City's website and news releases. He hoped the late public participation in this project would serve as a springboard for citizens to become involved in more difficult problems such as those related to the economy and homelessness. He believed reasons expressed for objecting to back-in parking were disingenuous except for those that simply don't like it and don't want to adapt.

Rich supported the project but opposed the back-in parking and felt a reasonable compromise was reached to have a one year trial. He noted that whenever he has left the post office and turned on Washington Street, he never sees another vehicle in that block. Katz stated he intended to vote against the project but after considering the discussion he believed making changes could have a positive impact.

Fazio moved to direct Staff to move forward with the head-in angle parking in lieu of back-in parking. Motion was seconded by Hawks. It was clarified that the motion only changed the four-block parking and all other aspects of the project would remain as initially approved. Motion was voted on and carried with Marks voting nay. Marks stated he did not believe the project would make an economic difference for downtown and preferred to retain downtown's historic character.

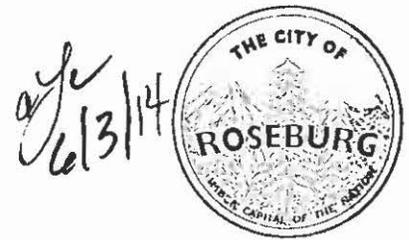
#### ADJOURNMENT

The meeting adjourned at 8:45 p.m.



Debi Davidson  
Management Technician

# ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY



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## Hwy 138 Corridor Solutions Project Intergovernmental Agreement

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Meeting Date: June 9, 2014  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Consent  
Staff Contact: Nikki Messenger  
Contact Telephone Number: 541-492-6730

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### ISSUE STATEMENT AND SUMMARY

The City and ODOT have been working several years on a plan to improve Hwy 138E between I-5 and Diamond Lake Boulevard. The issue for the Board is whether to authorize an updated intergovernmental agreement (IGA) with ODOT outlining the City's and the State's obligations.

### BACKGROUND

#### A. Board/Council Action History

- June 9, 2008 - Adopted Resolution No. 2008-11, adopting the City of Roseburg Highway 138 policy.
- May 11, 2009 - Heard presentation regarding Highway 138 Environmental Assessment project.
- September 26, 2012 - Authorized execution of intergovernmental agreement with ODOT regarding Highway 138.
- September 10, 2012 - Approved reducing the Highway 138 project scope to the downtown area including the intersections of Oak/Spruce, Oak/Pine, Oak/Stephens, Washington/Spruce, Washington/Pine, Washington/Stephens, Douglas/Spruce and Douglas/Stephens.
- October 22, 2012 - Approved removal of parking meters on the west side of 600 block of SE Stephens as part of the Highway 138 modifications.
- December 10, 2012 - Authorized funding memorandum/intergovernmental agreement with ODOT for Highway 138 Corridor improvements in an amount not to exceed \$1 million.
- May 13, 2013 – Approved DAP plans outlining concepts for the project and requesting a design exception to the requirement for bike lanes on Stephens Street.

**B. Analysis.** The purpose of the Highway 138E Corridor Solutions project is to address capacity, mobility, safety, connectivity, and multi-modal needs on Highway 138E between Spruce Street and Fowler Street. Over the past 3-4 years, various alternatives have been explored to connect Interstate 5 to Diamond Lake Boulevard. Due to funding and other constraints, the current project will begin at the east end of the Oak and Washington bridges and include Oak, Washington, Stephens and Pine north of Oak, Diamond Lake Boulevard to Fowler and Spruce and Douglas between Oak and Stephens.

One item that City staff has continually pushed for is the addition of left turn lanes on Stephens Street at Douglas Avenue. The Downtown Master Plan, Urban Renewal Plan, and Waterfront Plan all include left turns at Douglas to better facilitate access to the Downtown

area. ODOT has accommodated this request and the project has been designed with the new left turns. The updated IGA outlines the City's participation in the cost of installing the left turn lanes and related improvements.

**C. Financial and/or Resource Considerations.** The City has previously committed to paying ten percent of the project costs, up to \$1 million. In addition, staff has negotiated an estimate of the additional costs for left turn movements at Douglas Avenue at \$600,000. The City's total commitment under the proposed IGA would be \$1.6 million. This contribution will be split over two fiscal years, with the first half due in January of 2015. The proposed funding mechanisms for these amounts are shown below:

	<u>FY 14-15</u>	<u>FY 15-16</u>
Urban Renewal	\$550,000	\$550,000
Transportation	<u>\$250,000</u>	<u>\$250,000</u>
<i>Total</i>	<i>\$800,000</i>	<i>\$800,000</i>

The draft FY 14-15 budget includes \$800,000 in Urban Renewal and \$250,000 in Transportation to meet this funding commitment.

**D. Timing Issues.** The project design is moving forward with the intent of going to bid in early 2015. The City and ODOT would like to formalize the agreement as soon as possible in order to continue working towards this timeline.

#### **BOARD OPTIONS**

The Board has the option to:

1. Authorize the City Manager to negotiate and sign an IGA with ODOT for the Highway 138E Corridor Solutions Project as outlined; or
2. Request additional information regarding the project prior to authorizing the IGA.

#### **STAFF RECOMMENDATION**

The City and ODOT have both identified this as an important project to improve the local and regional transportation system. The Board has previously authorized committing \$1 million towards the project. The addition of the left turns was an important improvement identified in various plans the City has adopted. The proposed IGA will formalize the agreement regarding the City's funding commitments to this project. Therefore, staff recommends authorizing the City Manager to negotiate and sign the IGA.

#### **SUGGESTED MOTION**

***I move to authorize the City Manager to negotiate and sign an IGA with ODOT regarding the Highway 138E Corridor Solutions Project including a total funding commitment not to exceed \$1.6 Million.***

#### **ATTACHMENTS**

None.

# ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY



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## URBAN RENEWAL AGENCY 2014-15 BUDGET ADOPTION

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Meeting Date: June 9, 2014  
Department: Finance  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Public Hearing  
Staff Contact: Ron Harker  
Contact Telephone Number: 492-6710

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### ISSUE STATEMENT AND SUMMARY

Oregon Local Budget Law requires the Urban Renewal Agency of the City of Roseburg to conduct a public hearing on the 2014-15 budget as approved by the Budget Committee on May 06, 2014.

A resolution is required to adopt the budget, authorize appropriations, and request the maximum amount of revenue that may be raised by "division of taxes."

### BACKGROUND

#### A. Board Action History.

The budget is adopted before June 30<sup>th</sup> and effective July 1<sup>st</sup> of each year.

#### B. Analysis.

The Urban Renewal budget document and message was presented by City Manager Colley on April 29, 2014. A public hearing was held to receive testimony on the proposed budget. The Budget Committee approved the budget as presented on May 06, 2014.

#### C. Financial and/or Resource Considerations.

Total requirements for 2014-15 are \$8,486,283.

#### D. Timing Issues.

Budget adoption is required before the beginning of the new fiscal year on July 1, 2014.

### AGENCY BOARD OPTIONS

- 1) Adopt the Approved Budget as submitted; or
- 2) Recommend revisions to the Approved Budget; or
- 3) Schedule budget adoption for another meeting prior to July 1, 2014.

If any changes are necessary after the Budget Committee approves the budget, the governing body must make the revisions when adopting the budget.

Per ORS 294.456, the governing body is limited to increasing expenditures in a fund by no more than \$5,000 or 10 percent, whichever is greater, of the approved budget. If a larger expenditure increase is desired, the budget summary is required to be republished and a second public hearing is required prior to July 1, 2014.

**STAFF RECOMMENDATION**

Upon conclusion of the Public Hearing, it is Staff's recommendation that the Board adopt the attached resolution.

**SUGGESTED MOTION**

"I MOVE TO ADOPT RESOLUTION NO. UR-14-01 ADOPTING THE 2014-2015 BUDGET, MAKING APPROPRIATIONS, AND DECLARING TAX INCREMENT FINANCING."

**ATTACHMENTS**

Resolution  
Appropriations Exhibit

**THE URBAN RENEWAL AGENCY OF THE CITY OF ROSEBURG, OREGON**

**RESOLUTION NO. UR-14-01**

**A RESOLUTION ADOPTING THE 2014-2015 BUDGET AND MAKING APPROPRIATIONS**

**WHEREAS**, the Budget Committee of the Urban Renewal Agency of the City of Roseburg, Oregon, has approved a proposed budget for the fiscal year commencing July 1, 2014; and

**WHEREAS**, at a meeting of the Roseburg Urban Renewal Board held on June 9, 2014, a public hearing on said approved budget was duly held after the giving of notice thereof as provided by statutes, proof of which is on file in the Office of the City Recorder of the City;

**NOW, THEREFORE, BE IT RESOLVED BY THE URBAN RENEWAL AGENCY OF THE CITY OF ROSEBURG**, a public body created under ORS 457.035:

Section 1. After public hearing conducted on June 9, 2014, the Roseburg Urban Renewal Agency hereby adopts the budget for the fiscal year 2014-2015 in the total of \$8,486,283, a copy of which is now on file at City Hall.

Section 2. The amounts designated for the purposes set forth in "Exhibit A" are appropriated for the purposes and in the amount set forth in that Exhibit.

Section 3. The Recorder of said City shall file with the State Treasurer and the Division of Audits of the Secretary of State of the State of Oregon a true copy of the budget as adopted.

Section 4: The Roseburg Urban Renewal Board hereby resolves to certify to the county assessor for the North Roseburg Urban Renewal Plan area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

This resolution shall be effective upon adoption by the Urban Renewal Agency of the City of Roseburg.

**ADOPTED THIS 9<sup>TH</sup> DAY OF JUNE, 2014.**

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Larry Rich, Chair, Urban Renewal Agency  
of the City of Roseburg, Oregon

**EXHIBIT "A"**  
**2014-2015 BUDGET APPROPRIATIONS**

**URBAN RENEWAL GENERAL FUND**

◆ Materials and Services	\$ 2,769,500	
◆ Transfers	<u>800,000</u>	\$ 3,569,500

**URBAN RENEWAL CAPITAL PROJECTS FUND**

◆ Materials and Services	215,889	
◆ Capital Outlay	<u>3,335,500</u>	3,551,389

**URBAN RENEWAL DEBT SERVICE FUND**

◆ Transfers	<u>892,175</u>	<u>892,175</u>
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TOTAL BUDGET APPROPRIATIONS \$ 8,013,064

This budget also includes reserves  
for expenditures as follows:

General Fund	316,707	
Capital Projects	156,512	
Debt Service	<u>-</u>	<u>473,219</u>

TOTAL BUDGET \$ 8,486,283