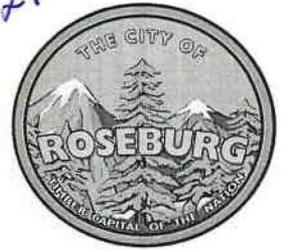


OJC  
8/21

**REVISED**  
**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
August 25, 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 July 28, 2014 Meeting
  
4. **DISCUSSION ITEM**
  - A. Airport Paving
  - B. Urban Renewal District Project Prioritization (Continued from Special Meeting held August 20, 2014)
  
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  
July 28, 2014**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Pro-Tem Tom Ryan at 9:01 p.m. on Monday, July 28, 2014, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

**ROLL CALL**

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

**Absent:** Chair Larry Rich and Board Member Ken Fazio.

**Others present:** City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Community Development Director Brian Davis, Police Chief Jim Burge, Fire Chief Gregg Timm, Human Resources Director John VanWinkle and Management Technician Debi Davidson.

**CONSENT AGENDA**

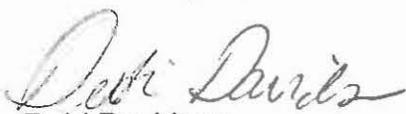
Cotterell moved to approve the following consent agenda items:

- A. Minutes of June 23, 2014 meeting.
- B. Awarded bid for Apron and Taxilane Rehabilitation Project to LTM, Inc., dba Knife River Materials, for \$1,288,024.85
- C. Approved task order with Mead & Hunt for Apron Rehabilitation Construction Administration Services in an amount not to exceed \$223,623.

Motion was seconded by Marks and carried unanimously.

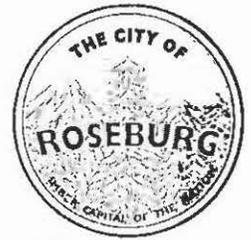
**ADJOURNMENT**

The meeting adjourned at 9:02 p.m.



Debi Davidson  
Management Technician

# ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY



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## Apron & Taxilane Rehabilitation Project Additional Paving 12GR06

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Meeting Date: August 25, 2014  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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### ISSUE STATEMENT AND SUMMARY

The City has entered into a contract with Knife River Materials for the Apron & Taxilane Rehabilitation Project. The project does not include the areas between the taxilanes and the hangars. The issue for Board is whether to approve a change order to accomplish this additional paving.

### BACKGROUND

#### A. Board Action History

- On March 10, 2014, the Council authorized a task order with Mead & Hunt for the design of the Apron Rehabilitation Project.
- On May 19, 2014, the Board took a tour of potential future Urban Renewal Projects including the airport and was shown the pavement condition at that time.
- On July 28, 2014, the Board awarded the Apron & Taxilane Rehabilitation Project to Knife River Materials.
- On July 28, 2014, the Council accepted an FAA grant for 90 percent reimbursement for the apron project.

**B. Analysis.** The FAA grant funded project will reconstruct the apron and taxilane areas on the south ramp at the airport. The Airport Commission had previously expressed interest in having the areas between the D and E hangars and the taxilanes paved as well. Staff has attached a map outlining the areas of additional paving, which total 3,050 square yards. Coring samples indicate that the existing pavement depth is 3.5 inches. The typical section of the taxilane paving is four inches. Staff is anticipating placing four inches of asphalt in the non-FAA funded portions as well, but will be evaluating the impacts and cost savings that may be associated with a slightly thinner section.

Per the Airport Commission's request, a Proposal Request was issued to the contractor to estimate the cost for the additional paving. Most of the unit costs are already included within the construction contract. The only non-bid item was compensation for re-grading the rock section once the asphalt paving is removed.

**C. Financial and/or Resource Considerations.** The FAA portion of the project is eligible for 90 percent reimbursement by the FAA. The match is programmed to be funded

via the Urban Renewal Fund. Total grant costs, without the additional paving are identified below.

FAA Grant	\$1,549,190
Match	<u>\$ 172,132</u>
Total	\$1,721,322

The estimated cost for the additional paving is \$71,211.50. The Airport Fund does not currently have resources available to accomplish the additional work. Funding options may include the Urban Renewal Fund and/or a surcharge on airport users to fund the construction or reimburse the Urban Renewal Fund. In the past three years, the Urban Renewal Agency has provided \$958,552 in funding for airport projects.

**D. Timing Issues.** The project is split into two work areas to try and limit the inconvenience to the airport tenants. The majority of this additional paving lies within first phase of the project, which is scheduled to begin construction on September 2<sup>nd</sup>. If approved, the work would be accomplished by change order to the existing contract, which should be executed as soon as possible.

#### **BOARD OPTIONS**

The Board has the following options:

1. Authorize a change order to accomplish the additional paving; or
2. Request additional information. This may impact the project schedule; or
3. Recommend not proceeding with the additional work.

#### **STAFF RECOMMENDATION**

The Airport Commission is scheduled to discuss this item at their August 21<sup>st</sup> meeting. Staff will provide an update on their discussion and recommendation at the Council meeting.

#### **SUGGESTED MOTION**

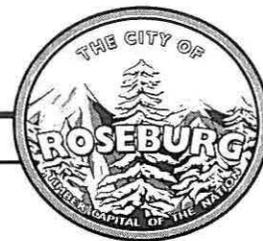
***I move to authorize a change order to the Apron & Taxilane Rehabilitation Project contract with Knife River Materials for \$71,212 to accomplish additional paving work between the taxilanes and the hangars.***

#### **ATTACHMENTS**

Map outlining additional paving areas



ROSEBURG CITY COUNCIL/URBAN RENEWAL AGENCY BOARD  
AGENDA ITEM SUMMARY



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URBAN RENEWAL PROJECT PRIORITIZATION

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Meeting Date: August 25, 2014  
Department: Administration  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

Agenda Section: Special Meeting  
Staff Contact: Lance Colley  
Contact Telephone Number: 492-6866

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**ISSUE STATEMENT AND SUMMARY**

A special meeting was held to continue "periodic review" regarding the City Council goals and to establish priorities for the balance of the Urban Renewal District. At that meeting Council asked to continue the Urban Renewal priorities discussion to Monday. We have placed the continuation discussion on the Urban Renewal meeting agenda as the continued discussion only involves the Agency project priorities.

**BACKGROUND**

**A. Council Action History.**

- January 7, 2013 – City Council met to discuss goal setting process
- January 31, 2013 – City Council met and established goal priorities
- February 25, 2013 – City Council adopted Resolution No. 2013-2 outlining five goals:
  1. Identify and Implement Long Term Infrastructure Funding Mechanisms to Ensure the City Can Meet Long-Term Infrastructure System Sustainability
  2. Develop Strategies to Provide Long-Term Operational Stability and Sustainability
  3. Update and Implement the Urban Renewal Financial and Project Plan; Evaluate Establishment of Additional Urban Renewal Plan Area
  4. Citywide Beautification
  5. Define and Establish Business Friendly/Improved City Image
- June 17, 2013 – First review of proposed goal action plan
- August 19, 2013 – Second Work Session on goal review
- February 12, 2014 – Periodic Goal Review
- May 19, 2014 – The Council/Board toured the Urban Renewal District to review proposed projects
- August 20, 2014 – Council review the Agency priorities and asked that the discussion be continued to August 25, 2014

**B. Analysis.**

Urban Renewal Five-year Project recommendations have been discussed recently and during the budget process staff prepared and Council adopted the first three years of the remaining five-year program. Staff has now prepared a five-year program for your review and potential adoption. We initiated the review process at your special meeting of August 20, 2014 and Council asked to continue the discussion at the August 25, 2014 meeting and asked staff to prepare a comparative spreadsheet that included the projects that were discussed in May during the tour (\$21,325,500) and the most recent recommendation (\$15,972,500) prior to finalizing a recommendation.

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

Staff estimates that there will be approximately \$15 million to carry out priority projects in the Urban Renewal District between now and September 30, 2019. Urban Renewal tax increment revenue can only be used complete projects that are identified in the Urban Renewal Plan and the 2<sup>nd</sup> amendment to that plan. Each of the projects identified meets the guidelines for expenditure of urban renewal funding and has been specifically or generally identified in the plans.

**D. Timing Issues.**

Staff is currently in the design phase of a number of projects that will be completed over the next two construction seasons .It is important that we receive some direction from Council to finalize the remaining two to three years of the Capital Improvement Plan for the existing Urban Renewal Area. Because of the complexities involved in some of the projects and the planning and design work required to complete some the listed projects, staff would like to update the CIP now to allow for work to begin on a number the projects that will not actually be constructed until the final two years of the plan.

**Attachments**

1. Spreadsheet 2014-2019 Urban Renewal Draft Projects

**2014-2019 Urban Renewal Draft Projects**

<b>URBAN RENEWAL FUND PROJECTS</b>	<b>CURRENT ESTIMATED COST</b>	<b>PREVIOUS ALLOCATION</b>	<b>DIFFERENCE</b>
<b>AIRPORT</b>			
FAA Airport Match	225,000	385,500	(160,500)
Airport Additional Paving	72,500	-	72,500
Airport Wetland Mitigation	65,000	-	65,000
Airport Debt Repayment	750,000	1,500,000	(750,000)
<b>AIRPORT SUBTOTAL</b>	<b>1,112,500</b>	<b>1,885,500</b>	<b>(773,000)</b>
<b>INFRASTRUCTURE</b>			
Hwy 138E Match	1,100,000	1,250,000	(150,000)
STIP TE Grant Match Hwy 138	150,000	150,000	-
Edenbower/Stewart Parkway Left Turn Lane	1,000,000	1,000,000	-
Garden Valley/Stewart Parkway Intersection Improvements	500,000	500,000	-
ADA Improvements within UR district	500,000	500,000	-
Traffic signal coordination/conduit/timing			
GV - Kline to Goetz	125,000	-	125,000
Stewart Parkway	200,000	-	200,000
Edenbower	75,000	-	75,000
Stephens	75,000	-	75,000
Edenbower RR Crossing	400,000	-	400,000
Stephens/Chestnut Signal	315,000	315,000	-
North Valley Mall Traffic Signal Removal/Relocation	100,000	100,000	-
Spruce/Parrott Street Improvements	750,000	750,000	-
West Avenue	1,250,000	3,000,000	(1,750,000)
Stephens Overlay	750,000	1,000,000	(250,000)
Garden Valley Overlay	750,000	1,000,000	(250,000)
Stewart Parkway Overlay	750,000	1,000,000	(250,000)
Black Street Extension	0	1,100,000	(1,100,000)
Mosher Signals (See Note 1)	0	500,000	(500,000)
Edenbower-I-5 Exit 127 NB Offramp Signal (See Note 2)	0	250,000	(250,000)
<b>INFRASTRUCTURE SUBTOTAL</b>	<b>8,790,000</b>	<b>12,415,000</b>	<b>(3,625,000)</b>
<b>DOWNTOWN</b>			
Downtown Streetscape	2,250,000	2,250,000	0
Parking Garage Improvements	400,000	500,000	(100,000)
Downtown Sidewalk Program	250,000	250,000	0
Court Street Retaining Wall	70,000	0	70,000
Deer Creek Path/Improvements	100,000	0	100,000
Façade Loan Program	125,000	50,000	75,000
Rose Street courtyard/plaza	250,000	500,000	(250,000)
Downtown Overlays	750,000	1,000,000	(250,000)
<b>DOWNTOWN SUBTOTAL</b>	<b>4,195,000</b>	<b>4,550,000</b>	<b>(355,000)</b>
<b>PARKS</b>			
Micelli Park Improvements	25,000	25,000	0
Riverfront Paths/Lane Street Overlook	350,000	350,000	0
Micelli/Templin Improvements	125,000	250,000	(125,000)
Charles Gardiner Trail Reconstruct	125,000	0	125,000
Riverside Park Improvements	250,000	500,000	(250,000)
<b>PARKS SUBTOTAL</b>	<b>875,000</b>	<b>1,125,000</b>	<b>(250,000)</b>
<b>MISCELLANEOUS/ADMIN</b>			
Property Acquisition	1,000,000	1,350,000	(350,000)
<b>URBAN RENEWAL TOTAL</b>	<b>\$15,972,500</b>	<b>\$21,325,500</b>	<b>(\$5,353,000)</b>

Note 1: Study indicates these intersections will not meet warrants within the next ten years or longer

Note 2: ODOT Study (IAMP 127) indicates that this intersection will not meet warrants in next 20 years.