

ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
October 24, 2016



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

1. **CALL TO ORDER:** Larry Rich, Chairperson

2. **ROLL CALL OF BOARD MEMBERS**
Alison Eggers Ken Fazio Victoria Hawks Steve Kaser
Lew Marks John McDonald Tom Ryan Andrea Zielinski

3. **CONSENT AGENDA**
A. Minutes of August 22, 2016

4. **DISCUSSION ITEM**
A. Mead & Hunt Engineering Task Order

5. **AUDIENCE PARTICIPATION**

6. **ADJOURNMENT**

7. **EXECUTIVE SESSION – ORS 192.660(2)**

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**MINUTES OF THE ROSEBURG
URBAN RENEWAL AGENCY BOARD MEETING
August 22, 2016**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:06 p.m. on Monday, August 22, 2016, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Victoria Hawks, Ken Fazio, Lew Marks, Tom Ryan, Steve Kaser and John McDonald.

Absent: Board Member Alison Eggers and Andrea Zielinski.

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, Public Works Director Nikki Messenger, Finance Director Ron Harker, Human Resources Director John VanWinkle, Police Chief Jim Burge, Fire Chief Gregg Timm, Engineering Intern Nichol Moore, Management Technician Debi Davidson and Troy Brynelson of the News Review.

CONSENT AGENDA

Ryan moved to approve the following consent agenda item:

- A. Minutes of June 13, 2016 meeting.

Motion was seconded by McDonald and carried unanimously.

DEER CREEK TRAIL AND PARKING LOT BID AWARD

Messenger introduced Engineering Intern Nichol Moore from Oregon State University who did the design on the Deer Creek Trail. Moore reported the landscaping installed behind the Public Safety Center stops at the employee parking lot so the project was designed to extend that trail to run along the creek and end with a staircase at Jackson Street. The adjoining parking lot is gravel. Paving the lot would bring it up to Code requirements and be used for other purposes. Messenger noted there is a bio swale in the subject area and a path for those that cannot use the staircase. The project went through site review, so Staff was assured the improvements meet creek setback requirements. Ryan moved to award the Deer Creek Path and Parking Lot Project to the low bidder, Cradar Enterprises Inc. for \$172,850. Motion was seconded by Fazio and carried unanimously.

GARDEN VALLEY/STEWART PARKWAY INTERSECTION ENGINEERING CONTRACT

Messenger reported that a scope and fee had been negotiated for design of right-turn lane from north bound Stewart Parkway onto eastbound Garden Valley to improve traffic flow. Accident history at Valley View and vision encroachments will also be evaluated as part of this project design. The consultant believes the work can be done without impacting wetlands in the vicinity, but Department of State Lands concurrence has not yet been received. At worst, DSL would determine mitigation may be required, but would not curtail the project.

McDonald was concerned about proceeding with the project prior to update of the Transportation System Plan. It was noted the project was approved by Council as part of the final project list for the Urban Renewal District close-out. The project was part of a Garden

Valley/Stewart Parkway/Keasey study and not part of the TSP. Ryan stated the Public Works Commission discussed the project extensively and unanimously supported the project. Ryan moved to award the Garden Valley/Stewart Parkway Intersection engineering contract to Century West Engineering for an amount not to exceed \$79,252. Motion was seconded by Fazio. McDonald declined to support in light of the pending TSP and believed urban renewal funds could be spent elsewhere in the District. Motion was then voted on and carried with McDonald and Marks voting nay. Marks stated he trusted McDonald's expertise as a traffic planner.

ADJOURNMENT

The meeting adjourned at 8:23 p.m.

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

Debi Davidson
Management Technician



URBAN RENEWAL BOARD AGENDA ITEM SUMMARY

Engineering Task Order – VASI and Obstruction Mitigation Plan

Meeting Date: October 24, 2016
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

Staff has been working with the consultant on a task order for engineering services at the airport related to the Visual Approach Slope Indicator (VASI) and an Obstruction Mitigation Plan. The issue for the Board is whether to approve this task order.

BACKGROUND

A. Board Action History. On June 9, 2014, the City Council awarded a five year contract to Mead & Hunt for engineering, planning and architectural services at the Roseburg Regional Airport.

B. Analysis. In 2013, the FAA required the City to do an obstruction survey prior to flight checking the approaches at the airport. The following bullet points are a quick re-cap of actions since that time.

- On September 23, 2013, the Urban Renewal Board authorized a task order with Mead & Hunt to do an airspace analysis/AGIS study (*under a previous five year engineering contract*).
- On October 18, 2013 an aerial survey was flown.
- In January of 2015, the results and related analysis were submitted to FAA.
- FAA accepted the analysis in October of 2015.

The City was notified in November 2015 that it was in danger of losing its nighttime instrument approach procedure due to obstructions near the airport. These obstructions are not new; however, the FAA made it a priority to address obstructions in the visual approach surface starting in 2014. As a result, many airports nationwide are facing a similar challenge.

Staff immediately began working with FAA to find a solution to avoid losing nighttime approaches. Steps were taken to remove trees and to obtain an aviation easement south of the airport. Unfortunately, even with this progress, the FAA issued a Notice to Airmen (NOTAM) making the nighttime instrument approach "N/A" or not available.

Possible mitigation options were discussed and the simplest potential solution was to have the VASI "commissioned". This process involves having FAA fly the approach and determine if the VASI is adequate to mitigate the obstructions within the 20:1 approach surface for Runway 34. FAA flight checked the VASI in July 2016. The pilot determined that the VASI was not adequate to clear the terrain obstruction (Mount Nebo) south of the airport and that the VASI needs to be baffled in order to make it not visible to pilots when they are too close to Mount Nebo. The FAA pilot directed staff to turn the VASI off and issue a NOTAM that it is out of service until such time as it can be baffled and re-flight checked. With the requirement

for baffling, the VASI is no longer an option to mitigate the terrain to re-establish the nighttime approach procedure.

Since that time, staff has been working with the consultant to find a contractor willing to work on the VASI to accomplish the baffling. Due to the age of the equipment, the manufacturer no longer makes or supports equipment related to our particular model.

Staff is proposing an engineering task order with two major components. The first is the VASI baffling investigation and coordination. The second is producing an Obstruction Mitigation Plan to mitigate the obstructions identified as part of the AGIS survey for Runway 34. While the VASI will not be able to serve as mitigation for the obstructions, it is an important safety measure that assists pilots landing at the airport. The Obstruction Mitigation Plan will evaluate the obstructions and prioritize the best way to address each (lowering, removing or lighting). This task will involve extensive communication with FAA to ensure buy-in on any proposed solutions.

C. Financial and/or Resource Considerations. A budget level estimate for the entire project to revamp the VASI and mitigate any obstructions is \$300,000. Staff believes that most (if not all) of this work is eligible for FAA funding via the Airport Improvement Program (AIP). The AIP requires a match of ten percent. Staff does not have a final number for the task order. The preliminary number is \$45,694. FAA has not reviewed the task order yet. If there are additional work items that need to be included, this number may change. Staff is estimating the cost of baffling the VASI at \$10,000, which is not included in the task order, as the City would contract directly with a contractor to perform that work. Money is available in the Urban Renewal Fund to complete this work.

D. Timing Issues. Time is of the essence. The loss of the nighttime instrument approach is very detrimental to the airport and its tenants and customers.

BOARD OPTIONS

The Board has the following options:

1. Authorize the City Manager to execute a task order with Mead & Hunt for the VASI and Obstruction Mitigation Plan; or
2. Request additional information; or
3. Not authorize the task order and not address the issues.

STAFF RECOMMENDATION

Staff recommends that the Board authorize a task order up to \$60,000. This is over the current estimate, but would allow some room in case the FAA recommends additional work as part of this task order. This would allow the City Manager to execute the task order without further delay, but would also cap the authorization so that Board authorization would be required if the amount of additional work is substantial. The Airport Commission will discuss this task order at their October 20th meeting. Staff will report their recommendations to the Board at the meeting.

SUGGESTED MOTION

I move to authorize the City Manager to execute a task order with Mead & Hunt up to \$60,000 for the VASI and Obstruction Mitigation Plan.

ATTACHMENTS

None