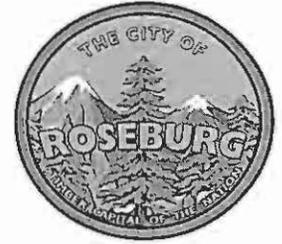


**ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
March 10, 2014**



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**

Bob Cotterell	Ken Fazio	Victoria Hawks	Mike Hilton
Steve Kaser	Marty Katz	Lew Marks	Tom Ryan

3. **CONSENT AGENDA**
 - A. Minutes of January 27, 2014 Meeting

4. **DISCUSSION ITEM**
 - A. Airport Apron Rehabilitation Engineering Contract
 - B. Engineering Contract Amendment – Washington/Oak/Kane Improvements

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
January 27, 2014**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:34 p.m. on Monday, January 27, 2014, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

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

Absent: Board Member Tom Ryan.

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, City Recorder Sheila Cox, Public Works Director Nikki Messenger, Management Technician Debi Davidson; Community Development Director Brian Davis, Human Resources Director John VanWinkle, Community Planner Paul Hintz, Fire Chief Mike Lane, City Engineer Jim Maciariello, Finance Director Ron Harker, Christina George of the News Review and Kyle Bailey of KQEN Radio.

CONSENT AGENDA

Cotterell moved to approve the following consent agenda:

1. Minutes of the December 16, 2013 meeting

Motion was seconded by Fazio and carried unanimously.

MICELLI PARK PLAYGROUND EQUIPMENT PURCHASE

Messenger reported on the Umpqua Bank grant award for improvements to Micelli Park. Equipment is available through the Oregon Procurement Information Network through February. Cotterell moved to award the playground equipment purchase and installation assistance for the Micelli Park Playground to Ross Recreation for \$64,212. Motion was seconded by Fazio and carried unanimously. Colley thanked Umpqua Bank for their generous contribution for this project.

WASHINGTON/OAK/KANE IMPROVEMENT PROJECTS DESIGN CONCEPTS

Messenger and ie Engineering representative Alex Palm outlined design concepts for Washington/Oak/Kane improvements as recommended for approval by a Citizens Advisory Committee and the Public Works Commission.

Specific items the committee recommended be included were:

- Replace existing parallel parking with back-in angled parking on four blocks along Oak and Washington and in front of the Post Office.
- Add a designated bike lane on Oak and Washington.
- Modify Rose Street to provide for recreational vehicle parking spaces.
- Add medians adjacent to the Post Office to prevent illegal left turns into the parking spaces.

- Construct concrete raised decorative intersections at Oak/Washington and Jackson/Main intersection – at-grade with the existing sidewalk elevation.
- Provide ADA ramp improvements at all other intersections in the subject area.
- Provide two new raised concrete mid-block crossings at the Post Office and on Jackson Street adjacent to the parking garage alleyway.
- Provide spaces for public art in six locations (is not part of this project).
- Provide up to 25 decorative stamped concrete panels with the theme of Roseburg past, present and future that can be reused in future phases.
- Install two ADA accessible drinking fountains with above ground planter beds.
- Create space for six future information kiosks.
- Provide improved signage and striping.
- Add a minimum of two benches.
- Add a minimum of ten new street trees and grates.
- Add a minimum of ten new street lights and modify existing lights to LED lighting.
- Replace all hazardous or damaged sidewalks.
- Add a minimum of two new bike racks.

Construction is anticipated to be completed by the Veterans Day parade in November. Specifics will be tight to accommodate Graffiti Weekend events in July.

Considerable discussion was held regarding the back-in angled parking as that was the most significant proposed change. Katz believed a video presented on back-in parking was misleading and citing success in large tourist cities was not comparable. Rich liked the beautification related recommendations, preferred keeping Rose Street two-way, was concerned about people's skills in back-in angled parking and suggested it be removed from the proposal. Fazio noted parallel parking requires skill as well and felt the angled parking may be better except for the resultant loss of a travel lane.

Hawks reported she served on the advisory committee and after reviewing the research on back-in parking, was supportive of that concept. Cotterell supported the concept as well. Marks indicated that he was surprised by the number of citizens that approached him to express objection to back-in parking. Kaser cited a News Review editorial which objected to back-in parking resulting in exhaust in downtown restaurants; however, there are no restaurants on the streets proposed for back-in parking. Exhaust already exists with parallel parking.

Tom Provost, 3287 W Normandy Street, spoke to difficulties he has in backing up his vehicle. He and his wife would no longer go to the post office if the parking were changed to back-in. Ken Clark, 1021 SE Washington, indicated the proposal would remove all parking in front of his business and move it across the street. That change would cause difficulties for his aging clientele. The elimination of one traffic lane would result in congestion and cause maneuvering difficulties for semi-trucks that deliver mail to the post office.

Garden Valley resident Ron White, PO Box 1454, noted problems with drivers making illegal left hand turns into the post office parking lot. He believed back-in parking up the sloped area would result in vehicle damage. If the back-in parking is instituted he suggested the parking spaces be made wider. Renee Clavell, 916 Southwater,

supported the proposals but expressed concern with the grade of Jackson and Main Streets being too close to sidewalk height. Alice Lackey, 738 SE Kane, questioned how the proposal would impact parking meters. Messenger indicated there would be number of meters that should likely be removed on Kane Street.

Dave Fricke, 736 SE Jackson, serves as director of the Umpqua Valley Disabilities Network and was on the advisory committee to review proposals in regard to disability issues. He believed the proposed changes would be of benefit to those relying upon assisted mobility devices and would enhance downtown business. The improvements would also help slow down traffic and improve pedestrian safety. He believed the advisory process was very impressive and commended all those involved.

Ken Deatherage, owner of Mobile Tune on Rose Street had been concerned about the proposal to change the traffic in front of his business. If the street remained two-way with recreational vehicle parking on one side, he would be satisfied. He remained concerned, however, about Washington and Oak traffic being reduced to one lane. Jim Caplan stated he also served on the advisory committee and supported all the proposals. His primary concern was ensuring that construction result in minimal impact on downtown business and suggested intersection treatments be implemented throughout downtown to enhance the overall attractiveness of downtown.

It was noted that Staff has not contacted the Post Office regarding the proposed changes as they were waiting for conceptual approval. That contact would be made during the design phase. Kaser moved to approve the design concepts presented to be incorporated into the Washington, Oak and Kane Improvement Project. Motion was seconded by Hawks. Cotterell moved to amend the motion to include language to retain two-way traffic on Rose Street. Amendment was seconded by Fazio. The motion to amend was voted on and carried with Kaser voting nay. It was pointed out that there will still be plenty of parallel parking spaces available for those that prefer that method to the back-in parking. The original motion as amended – *“to approve the design concepts presented, including keeping Rose Street open to two-way traffic, to be incorporated into the Washington, Oak and Kane Improvement Project”* - was then voted on and carried with Katz voting nay. Katz stated he liked most of the concepts except the kiosks and safety versus aesthetic changes needed to be addressed to encourage people to use the parking garage.

ADJOURNMENT

The meeting adjourned at 10:04 p.m.



Debi Davidson
Management Technician

ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY



Apron Rehabilitation Design Services Task Order

Meeting Date: March 10, 2014

Department: Public Works

www.cityofroseburg.org

Agenda Section: Department Items

Staff Contact: Nikki Messenger

Contact Telephone Number: 541-492-6730

ISSUE STATEMENT AND SUMMARY

The reconstruction of the apron is the next capital improvement project programmed for the airport. The issue for the Board is whether to authorize a design services task order for this project.

BACKGROUND

A. Board Action History. None.

B. Analysis. The City selected Mead & Hunt in 2009 to perform Architectural, Engineering, Environmental, and Consulting Services for the Roseburg Regional Airport for a period of five years. The contract requires separate task orders to be issued for each assignment of work.

In the 2014-18 Capital Improvement Plan submitted to FAA, the next AIP eligible project for the airport is the reconstruction of the north end of the south apron. The Oregon Department of Aviation recently completed an analysis of the airport's pavements. The section of the apron that is scheduled for reconstruction has a Pavement Condition Index (PCI) of 22 out of 100 and is categorized as "serious". The project to remove and replace the existing asphalt and base material is estimated to cost \$1.8 million including engineering.

The FAA process for negotiating an agreement for design services over \$100,000 is fairly involved. The following is a brief outline of where the City is in that process.

- 1) Worked with Mead & Hunt and the FAA to get a categorical exclusion – meaning no additional environmental work is required.
- 2) Worked with Mead & Hunt to define the scope of the design services.
- 3) Submitted the proposed scope to FAA for review. FAA has approved the scope.
- 4) Mead & Hunt provided a fee estimate based on the negotiated scope. Mead & Hunt's fee estimate is \$139,683.
- 5) City hired W & H Pacific to do an independent fee evaluation. This is required by the FAA. W & H Pacific has been provided a copy of the scope of services and a spreadsheet outlining the tasks involved in the design. W & H Pacific is currently in the process of formulating an independent opinion of cost to provide these services.
- 6) Both estimates will be forwarded to FAA. If the estimates vary by more than 10 percent, the City may be required to re-negotiate the fee.

C. Financial and/or Resource Considerations. The proposed cost to design this project is \$139,683. The project is eligible for 90 percent reimbursement by the FAA. The

City currently has approximately \$280,000 available in entitlement funding. The FAA has not indicated when the next grant offer will be forthcoming, but there is funding available to complete the design prior to the grant offer.

D. Timing Issues. The intent is to proceed with design as soon as practical. The FAA currently has the construction of the apron project scheduled for FY 2015. It is staff's intent to complete the design and be in a position to construct sooner, should funding become available. The contract with Mead & Hunt expires in mid-May of 2014. FAA has indicated that the City can proceed with the design under the current contract. The City will issue a Request for Qualifications (RFQ) for the next five year contract later this month. Another option would be to wait until the next consultant selection process is complete and then negotiate a task order with that consultant. This would delay the design three to six months and eliminate any possibility of moving construction forward

BOARD OPTIONS

1. Authorize a task order with Mead & Hunt for \$139,683 to design the apron rehabilitation project contingent upon the IFE being within ten percent; or
2. Direct staff to wait until the new consultant selection process is complete and then negotiate a task order and start the IFE process over at that time; or
3. Not proceed with this project at this time.

STAFF RECOMMENDATION

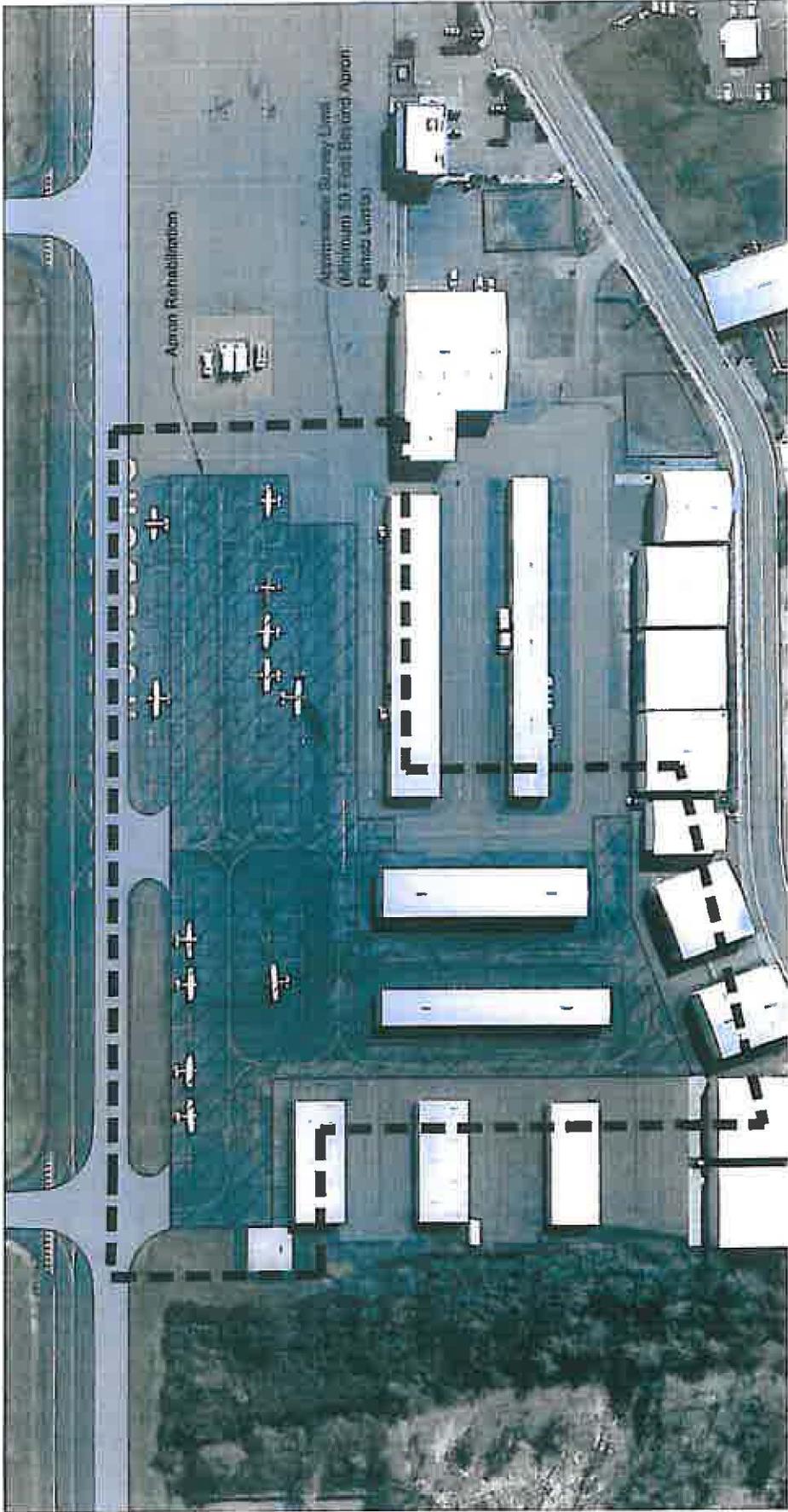
The Airport Commission discussed this contract at their February 20th meeting. The Commission recommended awarding the task order to Mead & Hunt for \$139,683 contingent upon the IFE. Staff concurs with this recommendation.

SUGGESTED MOTION

I move to award a task order for design services for the Apron Rehabilitation Project to Mead & Hunt for \$139,683 contingent upon the IFE being within ten percent of this fee.

ATTACHMENTS

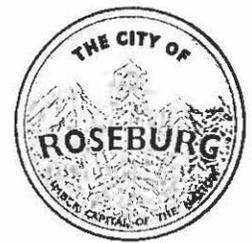
Project Area Map



LEGEND:

-  APRON REHABILITATION
-  ROSEBURG REGIONAL AIRPORT
-  STAGING AREAS

ROSEBURG REGIONAL AIRPORT
 APRON REHABILITATION
 8/1/2024



ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY

Washington/Oak/Kane Improvements Engineering Contract Amendment 13UR03

Meeting Date: March 10, 2014
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

i.e. Engineering is proceeding with design of the Washington/Oak/Kane Improvement Project. The issue for the Board is whether to approve a contract amendment for additional services that may be required to complete the design.

BACKGROUND

A. Board Action History

- October 28, 2013 the Board approved a design contract with i.e. Engineering for the Washington/Oak/Kane Improvement Project.
- On January 27, 2014 the Board approved the conceptual designs recommended by the Citizens Ad-Hoc Committee and the Public Works Commission.

B. Analysis. In 2000, the City adopted a Downtown Master Plan. Since that time, many of the improvements listed in that plan have been accomplished. In 2005, the Urban Renewal Agency adopted the Second Amendment to the North Roseburg Urban Renewal Plan. This amendment included the downtown in the Urban Renewal Area in order to facilitate additional improvements to the downtown area.

The intent of this project is to make any necessary storm drainage improvements, pedestrian improvements, ADA improvements and other enhancements to increase the functionality and appearance of these streets that lead into the downtown core. The improvements will tie in with those planned as part of the Highway 138E Corridor Improvements and will utilize elements outlined in the existing Downtown Master Plan and Waterfront Development Plan.

After multiple meetings with a Citizen's Advisory Committee, eighteen separate design concepts were presented to the Public Works Commission and a large audience on January 13, 2014. The Commission forwarded a recommendation to approve the concepts to the Board. On January 27, 2013 the Board approved the design concepts for final design. At that meeting, there was concern expressed by the public regarding potential traffic delays that may be caused by eliminating a lane on both Washington and Oak for a two block section. The design concepts were presented to the Planning Commission for informational purposes at their February 3rd meeting. Some of the planning commissioners expressed similar concerns regarding additional evaluation of traffic impacts.

According to LUDO "A Traffic Impact Study (TIS) shall be required based on anticipated negative significant traffic and safety impacts projected to be caused by the proposed development as determined by the Community Development Director after a recommendation from the Public Works Director." Public Works and Community Development Staff worked with the consultant to put together the proposed scope for the

traffic operations analysis portion of the proposed amendment.

In order to address the traffic concerns and other issues brought forth thus far in the design, staff is proposing an amendment to i.e.'s contract to include the following elements not originally included:

1. Traffic operations analysis
2. Water line design – to replace water mains/connections within the raised intersections
3. Sidewalk panel insert design
4. Pavement coring to identify existing conditions in intersections

C. Financial and/or Resource Considerations. The proposed amendment fee is \$28,370 and would bring the contract amount to \$82,485. This is in addition to the original/separate contract for preliminary conceptual design of \$20,050. The FY 13-14 budget includes \$350,000 for the design and any construction that may occur prior to June 30, 2014. Money is budgeted and available to complete this additional work, the breakdown of which is included below.

Task #	Description	Authorized Amount	Fee Increase	Revised Contract
1	Coordination and Management	\$5,000	\$1,250	\$6,250
2	Site Survey/Basemap	\$2,320	\$0	\$2,320
3	Civil Construction Plans	\$ 45,900	\$4,420	\$50,320
4	Direct Expenses	\$895	\$120	\$1,015
5	Pavement Coring	\$0	\$5,350	\$5,350
6	Sidewalk Panel Insert Design	\$0	\$4,000	\$4,000
7	Traffic Operations Analysis	\$0	\$13,230	\$13,230
	Total Increase	\$54,115	\$28,370	\$82,485

D. Timing Issues. In order to proceed with the traffic operations analysis and final design, it would be appropriate for the Board to take action at their March 10th meeting. It is staff's intent to bid the project this summer and complete construction by the end of the year.

BOARD OPTIONS

1. Approve the proposed amendment for \$28,370; or
2. Request more information; or
3. Not approve the amendment and not proceed with those portions of the work.

STAFF RECOMMENDATION

Staff made a recommendation to the Public Works Commission to recommend approval of the proposed amendment. While the Commission still supports the back in angled parking, on a 5-3 vote, they recommended proceeding with an amendment covering items 2 through 4 shown above (water line design, sidewalk panel design, pavement coring) but not including the traffic operations analysis. Staff believes it is important to address the concerns

regarding traffic circulation and therefore is still recommending proceeding with the entire amendment.

SUGGESTED MOTION

I move to approve a contract amendment with i.e. Engineering, Inc. for \$28,370 for the Washington/Oak/Kane Improvement Project including the traffic analysis.

ATTACHMENTS None.