

**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
March 14, 2016



*Handwritten signature and date: [Signature] 3/14/16*

**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**  
Alison Eggers      Ken Fazio      Victoria Hawks      Steve Kaser  
Lew Marks      John McDonald      Tom Ryan      Andrea Zielinski
  
  3. **CONSENT AGENDA**  
A. Minutes of February 22, 2016
  
  4. **DISCUSSION ITEMS**  
A. Capital Improvement Plan  
B. Intergovernmental Agreement with ODOT – HSIP Grant
  
  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  
February 22, 2016**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:03 p.m. on Monday, February 22, 2016, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Alison Eggers, Lew Marks, Ken Fazio, Victoria Hawks, Steve Kaser, John McDonald and Andrea Zielinski.

Absent: Board Member Tom Ryan.

Others present: City Manager Lance Colley, City Attorney Bruce Coalwell, Public Works Director Nikki Messenger, Finance Director Ron Harker, Community Development Director Brian Davis, Human Resources Director John VanWinkle, Police Chief Jim Burge, Management Technician Debi Davidson and Troy Brynelson of the News Review

CONSENT AGENDA

Fazio moved to approve the following consent agenda items:

- A. Minutes of October 26, 2015 meeting.

Motion was seconded by Marks and carried unanimously.

TRAFFIC SIGNAL CONNECTIVITY ENGINEERING CONTRACT

Messenger reported on the selection process for study, design and construction management services related to traffic signal upgrades and connectivity. The Urban Renewal Capital Improvement Plan includes \$475,000 for traffic signal coordination over three fiscal years. Any individual task order over \$50,000 under the engineering contract would require separate approval from the Board. The City has received a Highway Safety Improvement Grant through ODOT to upgrade all traffic signals on Garden Valley with new signal heads and the capability of providing flashing yellow. Flashing yellow may, however, be a liability, so Staff will review whether that is appropriate in certain locations. Fazio moved to award a master contract for engineering services related to Traffic Signal Improvements to Kittelson & Associates, Inc. Motion was seconded by Hawks and carried unanimously.

VERIZON PROPERTY PERMIT OF ENTRY

Pursuant to previous discussion with the City Council, Universal Field Services has been working on the potential acquisition of former CP National property (now owned by Verizon Wireless) on the Pine Alley adjoining City property near Deer Creek. The property appears to have previously been developed for a natural gas distribution hub, and therefore, may contain some environmental concerns. Investigating that potential would require a permit of entry with Verizon which includes a blanket indemnification clause. Coalwell proposed alternate language to the blanket indemnification.

Eggers moved to direct Staff to include the aforementioned language in a permit of entry and authorize the indemnification clause outlined. *Note: The aforementioned language is as follows: (Subject to the limits contained in ORS 30.260 to 30.300, the City agrees to*

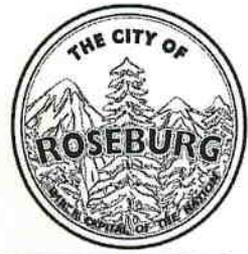
*indemnify and hold Verizon Wireless harmless from any third party claims arising from the negligent acts or omissions or willful misconduct of the City, its officers, employees, agents or contractors in relation to its activities under this Agreement; except to the extent such claims arise from the negligent acts or omissions or willful misconduct of Verizon Wireless, its officers, employees, agents or subcontractors). Motion was seconded by Kaser and carried unanimously.*

**ADJOURNMENT**

The meeting adjourned at 8:12 p.m.

Debi Davidson  
Management Technician

# ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY



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## Draft 2016-21 Capital Improvement Plan – Urban Renewal

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Meeting Date: March 14, 2016  
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

Staff has prepared a draft Five Year Capital Improvement Plan for consideration.

### BACKGROUND

**A. Board Action History.** The Five Year Capital Improvement Plan for Urban Renewal was last adopted on November 10, 2014.

**B. Analysis.** Staff has been working on updating the Five Year Capital Improvement Plan (CIP). The plan is typically updated every two years and presented to the Planning, Parks and Public Works Commissions prior to adoption by Council. The updated draft CIP is a sizable document that can be found at:

[http://www.cityofroseburg.org/files/4914/5754/4065/Draft\\_5\\_YR\\_CIP\\_march\\_9\\_2016\\_Reduced.pdf](http://www.cityofroseburg.org/files/4914/5754/4065/Draft_5_YR_CIP_march_9_2016_Reduced.pdf)

The Urban Renewal portion of the plan is very similar to the last version that was adopted. There are a few changes. One significant change is the re-introduction of the Black Street Extension Project. This project was in the original Urban Renewal Plan when the district was formed. It was dropped out of the CIP in the last version. Staff's involvement with the Interchange Area Management Plan for Exit 125 has led to the decision to recommend putting the project back in the plan. Congestion on Garden Valley Boulevard continues to grow and creating a parallel route to relieve some of this traffic is very important. There is a strong likelihood of additional left turn restrictions being needed in the future on Garden Valley. Having a parallel route allows properties to access from the Black Street side as they redevelop. Other changes include reducing the amount available for overlays (to help construct Black Street), reducing the property acquisition line item and adjusting project amounts to better reflect current estimates.

**C. Financial and/or Resource Considerations.** The chart on the following pages outlines the projected capital expenditures in the remaining years of the Urban Renewal district.

<b>350 URBAN RENEWAL</b>					
<b>Project Description</b>	<b>Estimated Cost</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	
ADA Improvements within UR district	375,000	125,000	125,000	125,000	
Airport - FAA Grant Match	247,000	20,000	102,000	125,000	
Airport Wetland Mitigation	100,000	100,000			
Black Street Extension	1,250,000	150,000	500,000	600,000	
Deer Creek Path Imp.	200,000	200,000			
Downtown Façade Program	150,000	50,000	50,000	50,000	
Downtown Sidewalk Program	250,000	100,000	100,000	50,000	
Downtown Streetscape	1,125,000	125,000	1,000,000		
Edenbower/Stewart Parkway Left Turn	1,000,000	250,000	750,000		
Garden Valley HSIP Project Match	75,000	75,000			
Garden Valley/Stewart Parkway Intersection Improvements	600,000	100,000	200,000	300,000	
Micelli/Templin Improvements	125,000	125,000			
North Valley Mall Traffic Signal Removal/Relocation	100,000	100,000			
Parking Structure Improvements	500,000	500,000			
Pavement Management - Overlays	1,900,000	400,000	500,000	1,000,000	
Property Acquisition	300,000	200,000	100,000		
Riverfront Paths/River Overlooks	350,000	100,000	250,000		
Spruce/Parrott Street Improvements	675,000	675,000			
Traffic Signal Coordination/Conduit/Timing	550,000	225,000	225,000	100,000	
Riverside Park/Waterfront Improvements	350,000		350,000		
Rose Street Courtyard/Plaza	250,000			250,000	
West Avenue	1,250,000		350,000	900,000	
<b>URBAN RENEWAL TOTAL</b>	<b>\$11,722,000</b>	<b>\$3,620,000</b>	<b>\$4,602,000</b>	<b>\$3,500,000</b>	

**D. Timing Issues.** Staff is currently working on the FY 16-17 budget. It is timely to update the CIP as part of that budget process.

### **BOARD OPTIONS**

The Board has the following options:

1. Adopt the 2016-21 Capital Improvement Plan for Urban Renewal; or
2. Recommend changes to the Urban Renewal portion of the plan and adopt with changes; or
3. Recommend changes to the Urban Renewal portion of the plan and direct staff to bring back an updated draft.

### **STAFF RECOMMENDATION**

Staff recommends adopting the Urban Renewal portion of the 2016-21 Capital Improvement Plan.

### **SUGGESTED MOTION**

***I move to adopt the Urban Renewal portion of the 2016-2021 Capital Improvement Plan.***

### **ATTACHMENTS**

None

# ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY



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## Intergovernmental Agreement with ODOT Garden Valley Highway Safety Improvement Program

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Meeting Date: March 14, 2016  
Department: Public Works  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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### ISSUE STATEMENT AND SUMMARY

ODOT has selected the City for a Highway Safety Improvement Program (HSIP) project. The issue for the Board is whether to authorize the City Manager to enter into an Intergovernmental Agreement (IGA) with ODOT to complete the project.

### BACKGROUND

**A. Board Action History.** None.

**B. Analysis.** The HSIP is a Federal Highway Administration (FHWA) program that focuses on implementing crash reduction factors in an effort to reduce fatal and serious injury accidents. In Region 3, projects were separated into rural (county roads) and urban (city streets). Rural projects included fog line striping, delineators and treatments to reduce roadway departure type accidents. Urban projects included signalized intersection improvements.

All of the projects were selected by ODOT, and ODOT is providing the matching funds up to a maximum. Staff has had input on the type of improvements and number of intersections included in the project. The City of Roseburg project will update the existing signals on Garden Valley Boulevard from Stephens Street to Kline Street. Improvements will include:

- Update traffic signal controllers (if needed)
- Replace traffic signal backing plates with bright yellow back plates
- Install count down pedestrian heads
- Replace existing left turn signals with a three head signal that *can* include flashing yellow permissive movements

**C. Financial and/or Resource Considerations.** The available funding through FHWA and ODOT is \$317,000. The current project estimate is \$367,251. Options include reducing the number of intersections improved or the City providing funding to make up the difference. Staff is recommending that \$75,000 be programmed in the Urban Renewal Capital Fund to cover the difference and any potential overruns.

**D. Timing Issues.** The project is scheduled to go to bid later this spring with construction following this summer.

### BOARD OPTIONS

The Board has the following options:

1. Authorize the City Manager to negotiate and enter into an IGA with ODOT for the Garden Valley HSIP Project; or

2. Request additional information; or
3. Not proceed with the project and forego the federal funding.

#### **STAFF RECOMMENDATION**

The Public Works Commission discussed this project at their February 25<sup>th</sup> meeting. The Commission recommended that the Board authorize the City Manager to enter into an IGA with ODOT for the Garden Valley Boulevard HSIP project and that funding be programmed to include all of the intersections.

#### **SUGGESTED MOTION**

*I move to authorize the City Manager to negotiate and enter into an Intergovernmental Agreement with ODOT for the Garden Valley HSIP project to include all of the signalized intersections on Garden Valley.*

#### **ATTACHMENTS**

None.