

**ROSEBURG CITY COUNCIL AGENDA – SEPTEMBER 28, 2015**  
City Council Chambers, City Hall,  
900 S. E. Douglas Avenue, Roseburg, OR 97470



**7:00 p.m. - Regular Meeting**

1. **Call to Order – Mayor Larry Rich**
2. **Pledge of Allegiance**
3. **Roll Call**  
Alison Eggers            Ken Fazio            Victoria Hawks            Steve Kaser  
Lew Marks                John McDonald        Tom Ryan                Andrea Zielinski
4. **Mayor Report**  
A. Walk and Bike to School Day Proclamation
5. **Commission Reports/Council Ward Reports**
6. **Audience Participation – See Information on the Reverse**
7. **Consent Agenda**  
A. Minutes of September 14, 2015 Meeting  
B. Cooperative Agreement with RUSA – Spruce/Parrott Project
8. **Public Hearings**  
A. Vacation of Short/Burke Streets, Ordinance No. 3450
9. **Items From Departments**  
A. Construction Project Lifecycle  
B. Goal Review
10. **Items From Mayor, Council or City Manager**
11. **Informational**  
A. Activity Report
12. **Executive Session ORS 192.660(2)**
13. **Adjournment**

**URBAN RENEWAL AGENCY BOARD MEETING IMMEDIATELY FOLLOWING**

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

Please contact the City Recorder's Office, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470-3397 (Phone 541-492-6866) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

## **AUDIENCE PARTICIPATION INFORMATION**

*The Roseburg City Council welcomes and encourages participation by citizens at all our meetings, with the exception of Executive Sessions which, by state law, are closed to the public. To allow Council to deal with business on the agenda in a timely fashion, we ask that anyone wishing to address the Council follow these simple guidelines:*

**Persons addressing the Council must state their name and address for the record, including whether or not they are a resident of the City of Roseburg. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.**

### **TIME LIMITATIONS**

With the exception of public hearings, each speaker will be allotted a total of 6 minutes. At the 4-minute mark, a warning bell will sound at which point the Mayor will remind the speaker there are only 2 minutes left. All testimony given shall be new and shall not have been previously presented to Council.

### **CITIZEN PARTICIPATION – AGENDA ITEMS**

Anyone wishing to speak regarding an item on the agenda may do so when Council addresses that item. If you wish to address an item on the Consent Agenda, please do so under "Audience Participation. For other items on the agenda, discussion typically begins with a staff report, followed by questions from Council. If you would like to comment on a particular item, please raise your hand after the Council question period on that item.

### **CITIZEN PARTICIPATION – NON-AGENDA ITEMS**

We also allow the opportunity for citizens to speak to the Council on matters not on this evening's agenda on items of a brief nature. A total of 30 minutes shall be allocated for this portion of the meeting.

If a matter presented to Council is of a complex nature, the Mayor or a majority of Council may:

1. Postpone the public comments to "Items From Mayor, Councilors or City Manager" after completion of the Council's business agenda, or
2. Schedule the matter for continued discussion at a future Council meeting.

*The Mayor and City Council reserve the right to respond to audience comments after the audience participation portion of the meeting has been closed.*

***Thank you for attending our meeting – Please come again.***

***The City Council meetings are aired live on Charter Communications Cable Channel 191 and rebroadcast on the following Tuesday evening at 7:00 p.m. Video replays and the full agenda packet are also available on the City's website: [www.cityofroseburg.org](http://www.cityofroseburg.org).***

# Proclamation

## CITY OF ROSEBURG, OREGON

### WALK & BIKE TO SCHOOL DAY

**WHEREAS:** The health of children in our community is important and lack of physical activity contributes to increased risk of obesity, diabetes and other health problems; and

**WHEREAS:** Walking and biking to and from school helps children get the 60 minutes of exercise they need each day and is an excellent way to make physical activity part of their routines; and

**WHEREAS:** Walking and biking to school helps encourage more active forms of travel, which reduces car trips, congestion and air pollution; and

**WHEREAS:** Walking and biking improves neighborhood livability because people feel better about their community, helps make public streets lively, encourages community interaction and attracts people to commercial, civic and recreational areas; and

**WHEREAS:** Students, parents and community leaders around Oregon are joining together to walk and bike to school and evaluate walking and bicycling conditions in their communities;

**NOW, THEREFORE, I, Larry Rich, Mayor of the City of Roseburg, do hereby proclaim**  
October 7, 2015 to be

### WALK & BIKE TO SCHOOL DAY

in the City of Roseburg and encourage everyone to consider the health and safety of children today and every day.

**DATED** this 28<sup>th</sup> Day of September, 2015.



*Larry Rich*

THE HONORABLE MAYOR

**MINUTES OF THE REGULAR MEETING  
OF THE ROSEBURG CITY COUNCIL**

**September 14, 2015**

Mayor Larry Rich called the regular meeting of the Roseburg City Council to order at 7:00 p.m. on Monday, September 14, 2015, in the City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon. Councilor Kaser led the Pledge of Allegiance.

**ROLL CALL**

**Present:** Councilors Steve Kaser, Andrea Zielinski, John McDonald, Alison Eggers and Victoria Hawks.

**Absent:** Councilors Lew Marks, Tom Ryan and Ken Fazio.

**Others present:** City Manager Lance Colley, City Attorney Bruce Coalwell, Police Captain Jerry Matthews, Finance Director Ron Harker, Human Resources Director John VanWinkle, Community Development Director Brian Davis, Management Technician Debi Davidson, Troy Brynelson of the News Review and Kyle Bailey of KQEN Radio.

**MAYOR REPORT**

Rich proclaimed September 27, 2015 as "Walk to End Alzheimer's Day". Sandra Thorn expressed appreciation for the proclamation, shared information about the disease and encouraged people to participate in the Walk.

Rich announced an event honoring local hero Alek Skarlotos has been placed on hold until Skarlotos completes competition on "Dancing With the Stars." Events may be held in conjunction with the Veterans Day Parade.

Members of the Portland Trailblazers will be at Stewart Park at 4:00 p.m. on Wednesday, September 16<sup>th</sup> for the "Rip City Relay". Earlier in the day, they will visit schools.

**COMMISSION REPORTS/COUNCIL WARD REPORTS**

McDonald expressed appreciation for Director of Oregon Department of Veterans Affairs Cameron Smith's visit to Roseburg and commemoration events for September 11<sup>th</sup>. He questioned the status of the former Safeway building. Colley reported he recently met with the property owner who will return to Roseburg in October. A survey is underway on Speak Up Roseburg to determine what type of development is of interest to Roseburg residents. The survey may help the property owner determine a development path. As far as the building itself, the City has no authority under the Code to take any action unless the building becomes dangerous or derelict.

**IMPLEMENTATION OF ANNUAL CITY MANAGER PERFORMANCE EVALUATION**

Material was provided to start the annual City Manager evaluation process. Staff will contact Councilors to schedule one-on-one meetings with the City Manager in October, with final evaluation to occur in executive session in November. Completed evaluations are due to Ryan or Davidson by November 2<sup>nd</sup>.

AUDIENCE PARTICIPATION

Ashley Hicks and Kasi Clauson invited everyone to participate in the 4<sup>th</sup> Annual South Umpqua River Cleanup scheduled for September 26<sup>th</sup> from 10:00 a.m. to 4:00 p.m. Participants will meet in Micelli Park and clean up property south of that location. The event is now co-sponsored by SOLV. Kaser noted more activity and neighborhood use is occurring near Micelli since the area was cleaned and offered less opportunity for mischief by others.

CONSENT AGENDA

Hawks moved to approve the following Consent Agenda item:

- A. Minutes of August 24, 2015 regular meeting.

Motion was seconded by Eggers and carried unanimously.

PUBLIC HEARING – NEW OLCC OUTLET – WILD ROSE TAVERN, 805 SE STEPHENS

At 7:20 p.m., Rich opened the public hearing regarding a new OLCC outlet application from DeAndre Harmon for Wild Rose Tavern. Colley reported notice was posted and published, and the background investigation was conducted as required, and Staff recommended approval. As no one else wished to speak, the hearing was closed at 7:21 p.m. Kaser moved to recommend OLCC approval of the new outlet application for the Wild Rose SSS located at 805 SE Stephens Street in Roseburg. Motion was seconded by Hawks and carried unanimously.

PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT – HEAD START

At 7:22 p.m. Rich opened the public hearing regarding the proposed Community Development Block Grant application for construction of a new Head Start Building on the UCAN Campus. Davis noted this hearing was conducted at the August 24<sup>th</sup> meeting; however, public notice was not published in the News Review on the correct date, so another hearing needed to be conducted. As no one else wished to speak, the hearing was closed at 7:23 p.m. McDonald moved to approve the application request by UCAN and direct Staff to move forward with the CDBG application process prior to September 30, 2015 for UCAN. Motion was seconded by Hawks and carried unanimously.

RESOLUTION NO. 2015-11 – PARK FEES FOR VETERAN ORGANIZATIONS

Staff presented a resolution implementing previous Council direction to allow for the waiver of park rental fees for recognized veteran organizations on Memorial Day and Veteran's Day. McDonald moved to adopt Resolution No. 2015-11 regarding the waiver of park fees for Veteran organizations. Motion was seconded by Hawks and carried unanimously.

DOWNTOWN ROSEBURG ASSOCIATION ANNUAL REPORT

Downtown Roseburg Association Executive Director Roxana Grant presented the annual report for the organization. A copy of that report is on file with the Council record. McDonald expressed appreciation for DRA's support of the Battered Person's Walk a Mile in Her Shoes event and discussed with Grant use of high school and work release crews to work on downtown projects. DRA President Jim Caplan noted DRA is working with City Staff on smoking limitations and potential locations for portable toilets. DRA has taken initial steps to address the homeless situation downtown and indicated that will be a major project for the DRA in the coming months.

It was noted that tire marks left on the new concrete at the Jackson/Oak intersection will be cleaned. The contractor is determining the cost of clean-up and repair of the tire marks. That value will determine whether the responsible party is charged for a felony or misdemeanor. Restitution will be sought for those costs. Kaser requested a copy of the latest financial statement on the Park Smart program.

#### SMOKING POLICIES – PARKS AND CITY PARKING LOTS

As a result of inquiries from some Councilors and community members, Colley requested Council consider extending prohibitions to the existing smoking policy for City parks to include the new inhalants available on the market. In addition, support has been indicated to prohibit smoking in City parking lots and the sidewalks abutting those parking lots and parks. The biggest problem areas are Eagles Park and the Rose/Cass Parking Lot where people congregate and need only take one step out of the park to smoke.

Kaser stated he supported the park ban on smoking due to second hand smoke, but did not have concerns regarding chewing tobacco. He was concerned that extending a ban to City sidewalks would just push the problems to other areas and to business frontages. Oregon State University is now studying the potential adverse effects of e-cigarettes and vapes. Zielinski pointed out that currently people could smoke marijuana in with the vapes without anyone's knowledge at it is odorless.

Consensus was to have Staff bring back a proposal to add an inhalant prohibition in the park system. Staff is also to create proposed language regarding smoking on other city properties for Council consideration.

#### ITEMS FROM MAYOR, COUNCIL OR CITY MANAGER

McDonald stated he had volunteered to serve on a League of Oregon Cities committee and suggested fellow Councilors do the same. Additionally, he asked that a discussion regarding formation of a marijuana task force be placed on a future agenda for discussion. He hoped the group, which would include representation from DINT and ADAPT, could discuss potential community impacts as a result of legalized social marijuana.

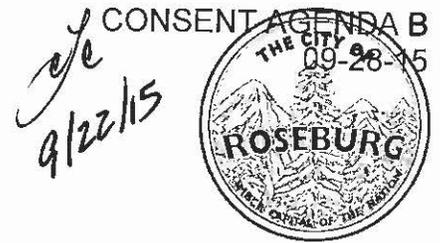
Zielinski reported that the "Challenge of the Heroes" will be held from 5:30 to 8:00 on September 17<sup>th</sup> at a number of local restaurants. Law enforcement, firefighting, emergency medical workers and veterans will donate tips to child abuse prevention programs.

Meeting adjourned at 8:15 p.m.



Debi Davidson  
Management Technician

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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## Intergovernmental Agreement Roseburg Urban Sanitary Authority Spruce/Parrott Street Improvements

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Meeting Date: September 28, 2015  
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

Roseburg Urban Sanitary Authority (RUSA) is planning to replace aging infrastructure as part of the Spruce/Parrott Street Improvement Project. The issue for the Council is whether to authorize the City Manager to enter into an Intergovernmental Agreement (IGA) with RUSA and include this work in the City's contract.

### BACKGROUND

**A. Council Action History.** On June 22, 2015, the Council and Urban Renewal Board authorized a design engineering contract for the Spruce/Parrott Street Improvement Project.

**B. Analysis.** The Spruce/Parrot project includes the reconstruction of these streets between Oak Avenue and Mosher Avenue. As part of the construction, the City will be updating water and storm facilities as needed. RUSA would like to replace sanitary sewer facilities in the area at the same time. The most economical and least disruptive way to accomplish this is to include the work in the City's project. Under the proposed IGA, RUSA will be responsible for providing engineered drawings and specifications to include in the City's bidding documents and will be required to pay for the sanitary sewer improvements.

**C. Financial and/or Resource Considerations.** The estimated cost of the sanitary sewer work is \$150,000. This cost will be borne by RUSA, making this revenue neutral for the City.

**D. Timing Issues.** The Spruce/Parrott project is currently in design with bidding expected in early 2016.

### COUNCIL OPTIONS

Council has the following options:

- 1) Authorize the City Manager to enter into an Intergovernmental Agreement with RUSA to include the sanitary sewer improvements in the Spruce/Parrott Street Improvement Project; or
- 2) Not authorize the IGA and have the projects constructed separately; or
- 3) Request additional information.

**STAFF RECOMMENDATION**

Staff recommends entering into an IGA with RUSA and including the sanitary sewer work in the City's project.

**SUGGESTED MOTION**

*I move to authorize the City Manager to enter into an Intergovernmental Agreement with RUSA to include sanitary sewer improvements in the Spruce/Parrott Street Improvement Project.*

**ATTACHMENTS**

None.

*SC*  
*9/22/15*



## ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

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### PUBLIC HEARING - PROPOSED VACATION OF PORTIONS OF SE SHORT AND SE BURKE RIGHT-OF-WAY

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**Meeting Date:** September 28, 2015  
**Department:** City Recorder  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

**Agenda Section:** PUBLIC HEARING  
**Staff Contact:** Sheila R. Cox *SR*  
**Contact Telephone Number:** 492-6866

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#### ISSUE STATEMENT AND SUMMARY

Council will be conducting a public hearing to receive comments from property owners that could be affected by the proposed vacation of portions of SE Short and SE Burke right-of-way.

#### BACKGROUND

- A. Council Action History.** n/a
- B. Analysis.** The application for this vacation was submitted by Douglas Lockers and Storage, LLC who wishes to vacate the proposed portions of Short and Burke right-of-way that currently runs through their property, adjoins the Umpqua Dairy plant at 333 Sykes, and is used by Umpqua Dairy for its plant operations. If the vacation is approved, Umpqua Dairy will fence the vacated area to increase security at the plant and expand the existing truck and trailer parking to improve traffic maneuvering at the location. Staff evaluated the transportation system in the area and found there appears to be no public benefit for the City to retain ownership of the right-of-way.

Notice of the Public Hearing for the vacation was published in The News-Review on September 6 and 13, 2015; and mailed to affected property owners and posted in at least two conspicuous places within the proposed vacation area on September 2, 2015. As of the writing of this memo, Staff has received no response to the notice.

In accordance with state law, ownership of the vacated property will go to the adjoining property owner(s) in the same manner in which it was originally dedicated as right-of-way. In addition to the easement that will be retained across the entire area being vacated, the applicants have also granted the City an easement for access to a water line that extends slightly beyond the area being vacated.

- C. Financial and/or Resource Considerations.** The applicant has paid the vacation application fee, and made a deposit for the cost of publishing, posting and mailing the notice of public hearing and recording the ordinance. If the actual cost exceeds the

amount deposited, the applicant will be required to pay the difference. If the cost is less than the deposit, the difference will be refunded to the applicant.

The property consists of 14,920 square feet of street in a Medium Industrial Zoned area and was appraised at \$3,730 by local real property appraiser Lonnie Ferber. Due to the limited value of the right-of-way being vacated, the applicants are requesting that the Council not levy an assessment for the value and Staff supports their request. However, in accordance with RMC 4.06.110, Council must make that determination. If Council is interested in assessing the benefitting property owners for the value of the right-of-way, we will need to continue the public hearing until the applicants have an opportunity to respond.

- D. Timing Issues.** If Council concurs with Staff that the value of the alleyway is minimal enough that the applicants should not be assessed for the value, Council may proceed with the public hearing as scheduled. If no objections to the proposed vacation are heard during the public hearing, after the Mayor closes the hearing, it would be appropriate to proceed with first reading of the ordinance attached to this memo.

#### **COUNCIL OPTIONS**

Council has the option to:

1. continue the public hearing, direct Staff to advise the applicant that Council has determined they should be assessed the value of the property, and delay first reading of the ordinance until after the applicants have had an opportunity to respond; or
2. direct Staff to conduct first reading of the proposed ordinance vacating the subject right-of-way without an assessment of the value; or
3. deny the proposed vacation.

#### **STAFF RECOMMENDATION**

Staff recommends Council proceed with first reading of the proposed ordinance without levying an assessment for the appraised value.

#### **SUGGESTED MOTION**

If Council concurs with Staff's recommendation, no motion will be required, simply a consensus to proceed with first reading of the ordinance.

#### **ATTACHMENTS**

1. **Proposed Ordinance w/map of the subject area**

**cc:** Douglas Lockers & Storage, LLC; PO Box 1306, Roseburg, OR 97470  
Dan Clark, PO Box 1205, Roseburg, OR 97470  
Subject Vacation File  
Chrono File

**ORDINANCE NO. 3450  
AN ORDINANCE VACATING PORTIONS OF SE SHORT STREET  
AND SE BURKE AVENUE IN THE CITY OF ROSEBURG**

**WHEREAS**, pursuant to Roseburg Municipal Code Chapter 4.06, upon receipt of a report from the Community Development Department, the City Recorder initiated proceedings to vacate portions of SE Short Street and SE Burke Avenue in the City of Roseburg, more particularly described in Section 1 of this ordinance and shown on the map attached hereto as Exhibit "A" of this ordinance; and

**WHEREAS**, the City Recorder published a notice of a public hearing on the proposed vacation to be held before the Roseburg City Council on September 28, 2015, in The News-Review, a newspaper of general circulation in the City of Roseburg, Oregon, on September 6 and 13, 2015, posted said notice at or near each end of the vacation area and mailed the same to all affected property owners, not less than 14 days prior to the date of the hearing, all of which more fully appear in the proof of publication, posting and mailing on file in the City Recorder's Office; and

**WHEREAS**, such public hearing was duly held before the Roseburg City Council on the above-mentioned date, and all persons desiring to be heard on said matter were heard;

**NOW, THEREFORE, THE CITY OF ROSEBURG ORDAINS AS FOLLOWS:**

**Section 1.** Portions of SE Short Street and SE Burke Avenue, further described as follows:

A parcel of land lying in the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 24, Township 27 South, Range 6 West of the Willamette Meridian, Douglas County, State of Oregon being the portion of vacated SE Burke Avenue and SE Short Street described as follows:

Beginning at a  $\frac{5}{8}$  inch iron rod at the Northeast corner of Lot 9, Block 90, Third Southern Addition to the City of Roseburg as recorded in Volume 1, Page 6 of the official Subdivision Records of Douglas County, Oregon; thence North  $27^{\circ}34'11''$  East 60.00 feet to the Southeast corner of Lot 16, Block 87, Rose's Second Southern Addition to Roseburg as recorded in Volume 2, Page 12; thence along the southerly boundary of said Lot 16 North  $62^{\circ}00'00''$  West 131.71 feet; thence leaving said southerly boundary South  $27^{\circ}40'38''$  West 30.00 feet to a  $\frac{5}{8}$  inch iron rod at the center of Burke Avenue; thence continuing along the easterly boundary of the land vacated per Ordinance Number 2316 as recorded in Book 723, Page 8444 South  $27^{\circ}40'38''$  West 191.32 feet to a  $\frac{5}{8}$  inch iron rod; thence leaving said easterly boundary along the northerly boundary of the vacated Right

of Way of Short Street as described in Ordinance 2848 as recorded in Book 1296 Page 69 South 62°30'02" East 30.00 feet to a point on the boundary of said Block 90, Third Southern Addition to the City of Roseburg; thence along said boundary North 27°40'38"East 161.06 feet and South 62°00'00'East 101.82 feet to the Point of Beginning, containing 0.29 acres more or less.

**Section 2.** A public and private utility easement shall be granted and reserved over the entire property described in the above Section 1 and being vacated by this ordinance, in addition to the Water Line Easement granted to the City of Roseburg by Douglas County Lockers & Storage, LLC recorded with the Douglas County Clerk's Office, Recording No. 2015-014567 on September 17, 2015, to allow for possible future utility installation and maintenance.

**Section 3.** The title to the property being vacated by this ordinance shall attach to the lands bordering on such equal portions in accordance with ORS 271.140.

**Section 4.** Pursuant to ORS 271.150, the City Recorder is hereby directed to file a certified copy of this ordinance and the map attached hereto as Exhibit "A" with the Douglas County Clerk, Douglas County Assessor and Douglas County Surveyor.

**ADOPTED BY THE CITY COUNCIL THIS \_\_\_\_ DAY OF OCTOBER, 2015.**

**APPROVED BY THE MAYOR THIS \_\_\_\_ DAY OF OCTOBER, 2015.**

\_\_\_\_\_  
Larry Rich, Mayor

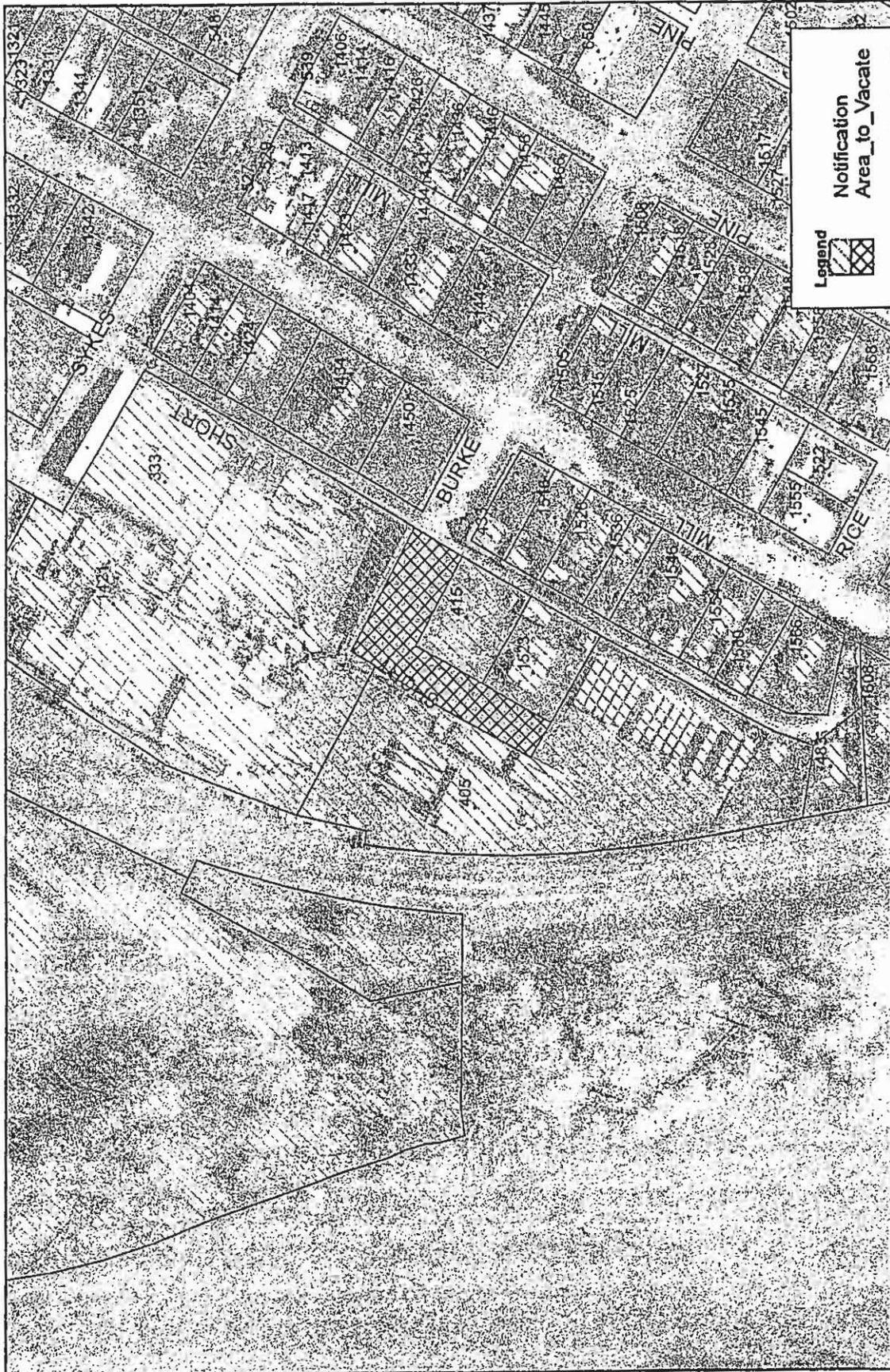
**ATTEST:**

\_\_\_\_\_  
Sheila R. Cox, City Recorder

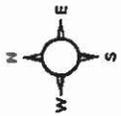


Proposed Vacation of Right-of-Way  
File No. VAC-14-2  
Umpqua Dairy

Community Development Department  
900 SE Douglas Ave., Roseburg, Oregon 97470 | 541-492-6750



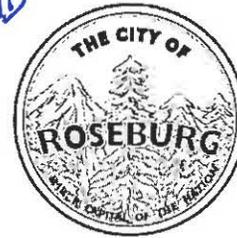
Legend  
Notification  
Area\_to\_Vacate



Map is for informational purposes only and is not suitable for legal, engineering or surveying purposes. The City of Roseburg is not responsible for map errors, omissions, misuse, or misinterpretation. Not for determining legal ownership or identification of property boundaries.

*o/c*  
*9/22/15*

# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



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## Construction Project Lifecycle

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Meeting Date: September 28, 2015  
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

Council previously requested a short introduction to the various elements that comprise bringing a construction project to fruition. No Council action is required.

### BACKGROUND

- A. Council Action History.** All of the information presented tonight has been codified by ordinance in the Roseburg Municipal Code at some point.
- B. Analysis.** The state laws that govern public contracting when it comes to construction, surveying, engineering, or architecture can be found in Oregon Revised Statutes Chapter 279. The City Council serves as the "Local Contracting Board" and can adopt policies regarding public contracting. ORS 279, combined with the Oregon Attorney General's Model Contracting Rules, are the basis for the City policies outlined in the Roseburg Municipal Code Chapter 3.06.

Utilizing the attached flow charts, staff will make a brief presentation on the basic "lifecycle" for construction projects as outlined below –

- 1) **Preliminary Project selection** - Projects are generally selected based on the following criteria:
  - a) Included in adopted Master Plan
  - b) Maintenance issues
  - c) Ability to combine projects – utility and other improvements
  - d) Grant opportunities
  - e) Council or public request/input
- 2) **Five Year Capital Improvement Plan (CIP)** – Proposed projects are included in the draft Five Year Capital Improvement Plan which is presented to Commissions and Council for adoption bi-annually.
- 3) **Annual Budget** – Once a project has been listed in the Five Year CIP, it is included in the annual budget the first year that money may be allocated and spent on the project.
- 4) **Engineering Design** - Once a project is budgeted, staff will select an engineer utilizing one of the following methods –
  - a) Direct Appointment – under \$100k
  - b) Request for Proposal – under \$100k
  - c) Request for Qualifications – over \$100k

d) Exemption or Special Solicitation – Over \$100k in special circumstances

- 5) **Construction Bidding** – Depending on the estimated cost of the construction, staff will bid the project one of the following ways. Bids are awarded to the lowest responsible bidder.
- a) Direct selection – under \$10k
  - b) Informal bids – verbal – under \$25k
  - c) Informal bids – written – under \$50k
  - d) Formal bids – over \$50k
- 6) **Construction Management** - When the project is ready for construction, staff will decide if it intends to perform construction management duties in-house or via a consultant. If consultant selection is required, the process outlined in selecting a design engineer may be followed. If the process for selecting the design engineer included the possibility of construction management services, staff may negotiate directly with the design engineer to perform the services required.

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

D. **Timing Issues.** N/A

#### **COUNCIL OPTIONS**

No action is required.

#### **STAFF RECOMMENDATION**

This is informational only as does not include a staff recommendation.

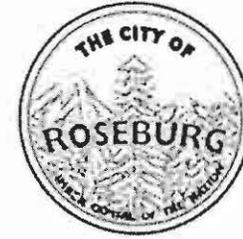
#### **SUGGESTED MOTION**

No action is required.

#### **ATTACHMENTS**

Project Delivery Flow Charts – 3 pages

# Project Delivery



Step 1 - Projects are preliminarily proposed based on one or more of the following:

- Adopted Master Plan(s)
- Maintenance Issues
- Ability to combine projects, i.e. utility and other improvements
- Grant opportunities
- Council or Public request/input

Step 2 – Project included in Five Year CIP

- Commissions & Council approval

Step 3 – Project include in annual budget

- Commission & Council approval

Step 4 – Engineering Design

- See Sheet 2

Step 5 – Construction Bidding

- See Sheet 3

Step 6 – Construction Management

- In house or consultant

# ENGINEERING DESIGN

UNDER \$100,000

OVER \$100,000

## Direct Selection

- Used when staff is confident that a particular consultant has the skill set and availability to perform the work quickly.
- Much faster than issuing an RFP.
- Allows for use of local consultants when appropriate.
- Under \$50,000 – City Manager authority
- Over \$50,000 – requires Council approval
- Process takes 2-4 weeks

## Request for Proposals (RFP)

- Proposals are ranked on criteria outlined in the RFP.
- Cost **can** be one of the criteria
- Not a low bid process.
- Can be advertised statewide or sent directly to three or more consultants
- Under \$50,000 – within City Manager authority
- Over \$50,000 – requires Council approval
- Process takes 1 – 3 months

## Request for Qualifications (RFQ)

- Qualifications based selection
- Statements of Qualifications are ranked based on criteria outlined in the RFQ
- Cost **cannot** be one of the criteria
- Once consultants are ranked, staff can only negotiate with the highest ranked proposer
- If negotiations are not successful with the highest ranked proposer, staff can cancel the negotiation and begin negotiating with the second highest ranked proposer, or ask Council to cancel the solicitation.
- Process takes 4 – 6 months

## Exemption or Special Solicitation

- Used in special circumstances where one or more of the following are true
  - Exemption will result in cost savings, better quality or performance or other public benefit
  - Exemption is unlikely to encourage favoritism or diminish competition for public contract
  - Promotes the public interest
  - An alternate solicitation method is proposed
- Requires a public hearing which is advertised locally and statewide
- Process length varies, but generally much faster than an RFQ

# CONSTRUCTION BIDDING

Based on Low Bid

## UNDER \$10,000

- Direct Appointment
- City Manager Authority

## UNDER \$25,000

- Three or more verbal quotes
- City Manager Authority

## UNDER \$50,000

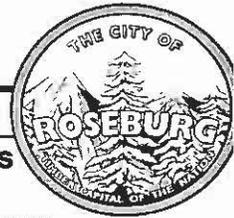
- Three or more written quotes
- City Manager Authority

## OVER \$50,000

- Formal bidding – statewide advertising
- Prevailing Wage Rates
- Requires City Council award

*LC*  
*9/23/15*

**ROSEBURG CITY COUNCIL/URBAN RENEWAL AGENCY BOARD  
AGENDA ITEM SUMMARY**



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**PERIODIC GOAL REVIEW**

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**Meeting Date: September 28, 2015**  
**Department: Administration**  
***www.cityofroseburg.org***

**Agenda Section: Department Items**  
**Staff Contact: Lance Colley**  
**Contact Telephone Number: 492-6866**

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**ISSUE STATEMENT AND SUMMARY**

An agenda item for your next meeting is included to provide "periodic review" regarding the City Council goals in advance of this year's City Manager evaluation and to update Council and the community on our progress to date.

**BACKGROUND**

**A. Council Action History.**

- May 19, 2014 – The Council/Board toured the Urban Renewal District to review proposed projects
- August 2014 – Council met to review the previous Council goals
- January 27, 2015 City Council met to establish goals
- February 23, 2015 – Council adopted goals for 2015-16 calendar years

Council adopted four goals in February 2015-

1. Identify and implement long-term infrastructure funding mechanisms to ensure the City can meet long-term infrastructure stability and sustainability.
2. Implement the Urban Renewal financial and capital improvement plan; evaluate establishment of additional Urban Renewal Plan Area.
3. Initiate community livability programs and beautification projects.
4. Define and establish business friendly/improved City image.

To assist with our discussion, we have attached the current "Goals and Action Items" spreadsheet as well as the Urban Renewal Five-year Capital Improvement Project list.

**B. Infrastructure Goal.**

Goal 1 relates to infrastructure funding and sustainability. There are six action items with dates attached. The Park fees were presented to Council and approved earlier this summer. These regular fees do not provide a significant source for infrastructure. Staff is currently in the process of evaluating the Water Utility fee/rate structure and will be prepared to present a preliminary report to the Public Works Commission in October so that a final recommendation can be made to Council prior to December 31, 2015. Water rates generate the vast majority of the resources that are available to carry out the Water Master Plan and staff established December 31 as the estimated completion date for this action item.

We have also looked at each of the SDC fee methodologies that have been adopted by Council. We are not charging the maximum amount for SDC fees that were

outlined in any of the SDC methodology reports. The Transportation SDC methodology was updated last year and Council opted to implement the fees at 25% of the maximum allowed. Given that each of the SDC fee methodologies allows for higher fees to be charged, we will need direction from Council as to how they would like us to proceed in this area. Parks SDC fees have provided between 10% and 25% of the annual amount generated for park improvements over the last few years. Storm SDCs provided between 5% and 10% of Storm revenues. These two funds rely heavily on the SDC fees, and I believe we should increase those as soon as practical. Transportation and Water SDC fees do not generate more than 3% of the funding for those infrastructure improvements, and Council recently chose to impose Transportation SDC's at a lower level so I do not think it is reasonable to revisit those fees at the current time.

Staff applied for and received a number of grants to help construct the spray park/play improvements at Fir Grove field and will continue to work locally to raise the balance of funding necessary. The morning Rotary recently agreed to spearhead the local fundraising at the request of Parks and Public Works Staff. A major apron rehab project was also completed at the Roseburg Regional Airport with 90% grant funding. The City received just under \$2 million in "enhance" funding that was rolled into the Highway 138 Project that will be funding the bridge improvements on Oak and Washington.

Staff is working with legal counsel to determine how to provide "single lot LID" incentives to help with our sidewalk infill requirements which we will discuss in more detail. We will be recommending changes to LUDO that will require sidewalks to be constructed when redevelopment occurs so we want to provide an incentive to finance the improvements if that is an impediment to development. We have explored residential infill options and currently we cannot require developed properties to put sidewalks in if they were not required at the time of development. For the future, we are looking at code amendments that will ensure sidewalks are built when the initial infrastructure is built, but we have not as of yet determined how to proceed with existing deficiencies.

Staff has continued to evaluate different street/path funding options. Since the legislature failed to institute any additional street funding it will put pressure on local governments to identify local options. We anticipate receiving our street condition report from Murray Smith & Associates in the next few months so we will have a better understanding of the transportation system maintenance needs. We also continue to work with ODOT on the Interchange Area Management Plan and soon a Transportation System Plan.

**C. Urban Renewal Goal.**

The Urban Renewal Goal includes four action items. We continue to try to upgrade City owned assets in the existing area. We recently completed the path in Charles Gardner Park, are under construction in the Downtown core and have a design contract for Urban Renewal Board approval on the agenda relating to the parking structure.

We identified two potential options over the last year for Council to consider for a new Urban Renewal Plan area. We looked at Diamond Lake Boulevard, which clearly meets the definition of blight and is a more classic URA. We also looked at Harvard Avenue, which is not necessarily a blighted area, but has infrastructure needs. A new plan area cannot overlap the existing boundary, and in total, URAs cannot exceed 25% of the land area in the City Limits. We will need to discuss whether it makes sense to establish a plan area that could later be amended, or wait until the existing plan area sunsets and establish a larger single URA that will include a broader transportation boundary. There are pros and cons to both approaches. We will have further discussion regarding these options in the spring.

**D. Community Livability/Beautification Goal.**

The action items that were identified to be completed during 2015 in this goal area related to a communications strategy, support for a part-time compliance officer and encouraging volunteerism. The part-time compliance officer was hired in early August and hit the ground running. Community Development staff has worked closely with the new person on this very positive transition. We added a new interactive internet software application, Granicus. To complete a communication strategy, we hope to add a Facebook page as well. We will need to have Council adopt a social media policy prior to rolling out any additional social media items as we attempt to provide an appropriate mechanism to communicate but also provide guidelines for authority, responsibility and public records. We are currently working with the City Attorney on an appropriate policy document to share with Council.

We continue to work with volunteers in Police, Parks and programming. We recently added homepage buttons on our website that link to volunteer opportunities not only for the City of Roseburg but opportunities throughout the community. There are links to the newly created United Way site as well as a fairly new Just Serve site. We are able to list City volunteer opportunities as well offer a link directly to other opportunities within the community.

Staff would like input from Council on the Tree City USA program. We visited that item three years ago and there was not consensus on the approach. It appeared that most of the concern centered on residential tree trimming in or near the right-of-way and permitting. We are happy to bring Council a modified proposal.

Prior to finishing up his tenure with the City, our engineering intern prepared a preliminary design for the Deer Creek parking area below City Hall. We will complete that design and bid that project once we determine the final scope of the project. As noted above, Council, sitting as the Urban Renewal Board, will be considering a project to upgrade the parking structure.

I have received preliminary information from a couple of communities regarding wayfinding and signage. Once the downtown project is completed we will look for consultants who can help us provide for a systematic approach to tourist related and

local wayfinding. It is my intention that Council consider utilizing the City's component of the hotel/motel tourism tax revenue to fund this project.

We anticipate beginning the Transportation System Plan update work during early 2016. It will likely take about a year to complete, and we will consider bicycle and pedestrian needs as part of that plan and then continue to evaluate if off street bikeway system improvements can be funded. There is not currently a funding mechanism outside of a General Fund transfer and grants to fund bikeway improvements.

**E. Business Friendly/ Improved City Image Goal.**

The second and third phases of our LUDO amendment process are proceeding to meet the first action item under this goal. Various staff have been working directly with appropriate agencies to ensure consistent understanding of the business registration and site development standards. The pre-application process that staff has developed over that last couple of years has been very well received by the development community and other involved entities. We still periodically hear that there are "business friendly" issues, but when asked for specifics, they tend to be old issues or from individuals who have not been through a process for many years. We continue to seek input from people who do not consider the process appropriate so that when we identify issues we can correct them. I appreciate the hard work done by Public Works and Community Development staff in their efforts to help developers who are prepared to get to "yes", and to provide direction to those who are not prepared to eventually get there.

Brian Davis and I recently attended a training session for local realtors to talk about business registration process, development process, LUDO updates, flood plain certification processes, the associated benefits of our participation in the FEMA program and a number of other topics. I think it was very well received and I thought Brian did a very thorough job of covering the realtors' questions and concerns. One individual also brought up "business friendly" issues, but they appeared to be old, and we will follow up to see if the issue still exists. We will offer to provide content training to the realtors whenever they have items of interest. Providing accurate and consistent information is critical in establishing a continued business friendly atmosphere.

Staff will be available during the meeting to further discuss the action items and their timing as Council continues to provide policy direction to carry out Council goals.

**2015 ADOPTED GOALS AND ACTION ITEMS**  
**City of Roseburg**

<b><i>Initiate Community Livability Programs and Beautification Projects</i></b>	
<b><i>Action Item</i></b>	<b><i>Estimated Completion</i></b>
Implement City entrance signage and wayfinding	12/31/16
Create City communications strategy including social media	08/31/15
Identify grants and other funding mechanisms to enhance existing façade improvement programs and other beautification projects	Ongoing
Upgrade City parking area near Deer Creek	12/31/16
Upgrade parking structure visually and functionally	12/31/16
Revisit Tree City USA program and tree ordinance	03/31/16
Support Part-time Compliance Officer	08/31/15
Participate/encourage volunteerism through community based volunteer programs	08/31/15
Evaluate bikeway system after Transportation System Plan adoption	12/31/16
Enhance/incentivize residential sidewalk program	12/31/15

<b><i>Define and Establish Business Friendly/Improved City Image</i></b>	
<b><i>Action Item</i></b>	<b><i>Estimated Completion</i></b>
As part of the second/third phases of the LUDO update, identify and remedy inconsistencies that may lead to misunderstandings	Phase 2 7/31/15 Phase 3 12/31/15
Work with appropriate agencies (UCC Small Business, Business Incubator, Partnership) to ensure consistent understanding of business registration and site development standards	09/30/15
Provide customer service training for City employees providing direct services to the public	Annually
Provide outreach to the real estate and development community about the business registration process and requirements	09/30/15
In conjunction with Goal 1, establish a commercial sidewalk enhancement program utilizing the Street Light/Sidewalk Fund and the Assessment Fund	

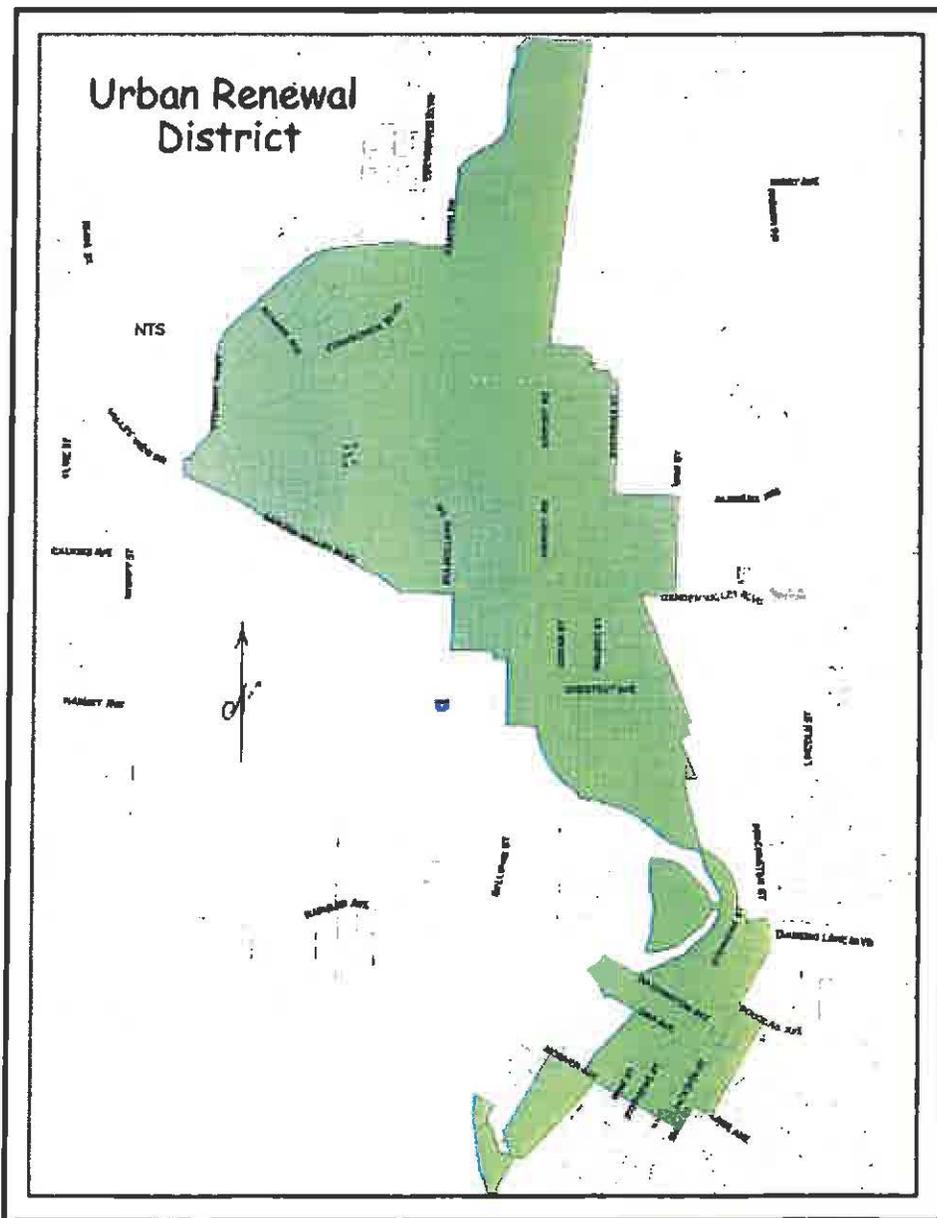
**2015 ADOPTED GOALS AND ACTION ITEMS**  
**City of Roseburg**

<b><i>Identify and Implement Long Term Infrastructure Funding Mechanisms to Ensure Infrastructure System Sustainability</i></b>	
<b><i>Action Item</i></b>	<b><i>Estimated Completion</i></b>
Evaluate and update water and parks fee structures and present to Council	Parks 06/30/15 Water 12/31/15
Evaluate and update water, storm and parks system development charges and present to Council	12/31/16
Implement residential sidewalk standards for infill with possible use of Assessment Fund for cost share	12/31/15
Explore available grant funding sources for any opportunities where one-time money can reduce long-term costs, e.g. energy savings, automation, efficiency	Ongoing
Develop a commercial sidewalk assessment fund policy and market it to the commercial development community	03/31/16
Evaluate multiple options for ongoing street/path funding including gas tax, general obligation bonding, local option funding and a street utility fee	03/31/16

<b><i>Implement the Urban Renewal Financial and Capital Improvement Plan; Evaluate Establishment of an Additional Urban Renewal Plan Area</i></b>	
<b><i>Action Item</i></b>	<b><i>Estimated Completion</i></b>
Identify grants and other funding mechanisms to enhance existing facade improvement program	Ongoing
Identify areas for future Urban Renewal Plan areas for initial review by the Council/Agency Board	06/30/16
Upgrade City-owned property and assets in the existing area	Phase 1 12/31/15 Phase 2 12/31/16
Upgrade parking structure for safety, functionality and aesthetics	12/31/15

# URBAN RENEWAL PROJECTS

The North Roseburg Urban Renewal Plan was adopted in 1989. The principle source of funding is tax increment revenue. In 2005, the second amendment to the plan was adopted. This amendment adjusted the boundary of the Urban Renewal District to include the downtown core area. Projects included in this CIP reflect those remaining in the original plan as well as those adopted in the second amendment.





## URBAN RENEWAL PROJECTS

URBAN RENEWAL FUND	<i>CURRENT ESTIMATED COST</i>	<i>FISCAL YEAR</i>				
<i>PROJECTS</i>		2014-15	2015-16	2016-17	2017-18	2018-19
ADA Improvements within UR district	500,000		125,000	125,000	125,000	125,000
Airport Additional Paving (AP)	72,500	72,500				
Airport Debt Repayment	750,000					750,000
Airport FAA Match	225,000	75,000	50,000	50,000	25,000	25,000
Airport Wetland Mitigation (AP)	65,000		65,000			
Charles Gardiner Trail Reconstruct	125,000		125,000			
Court Street Retaining Wall	70,000	70,000				
Deer Creek Path/Improvements	100,000		100,000			
Downtown Sidewalk Program	250,000		100,000	100,000	50,000	
Downtown Streetscape	2,250,000	1,250,000		1,000,000		
Edenbower RR Crossing	400,000		100,000	300,000		
Edenbower/Stewart Parkway Left Turn Lane	1,000,000			250,000	750,000	
Façade Loan Program	125,000	50,000	50,000	25,000		
Garden Valley/Stewart Parkway Intersection Improvements	500,000			200,000	300,000	
Hwy 138E - City Contribution (T)	1,250,000	700,000	550,000			
Micelli Park Improvements	25,000	25,000				
Micelli/Templin Improvements	125,000			125,000		
North Valley Mall Traffic Signal Removal/Relocation	100,000		100,000			
Parking Garage Improvements	400,000	400,000				
Pavement Management - Overlays	3,000,000		750,000		1,250,000	1,000,000
Property Acquisition	1,000,000		500,000	500,000	-	
Riverfront Paths/Lane Street Overlook	350,000			250,000	100,000	
Riverside Park Improvements	250,000				250,000	
Rose Street courtyard/plaza	250,000					250,000
Spruce/Parrott Street Improvements (T)	750,000	75,000	675,000			
Stephens/Chestnut Signal	315,000	315,000				
Traffic signal coordination/conduit/timing	475,000		25,000	225,000	225,000	
West Avenue	1,250,000			500,000	750,000	
<b>URBAN RENEWAL TOTAL</b>	<b>\$15,972,500</b>	<b>\$3,032,500</b>	<b>\$3,315,000</b>	<b>\$3,650,000</b>	<b>\$3,825,000</b>	<b>\$2,150,000</b>

URBAN RENEWAL PROJECTS



ADA Improvements within UR District

The City is undertaking an effort to make accessibility improvements throughout the City. The primary focus is improving sidewalk access ramps and traffic/pedestrian signal upgrades. This will help fund improvements within the UR district.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>500,000</b>		125,000	125,000	125,000	125,000
<b>Funding Source</b>						
Urban Renewal	500,000		125,000	125,000	125,000	125,000

URBAN RENEWAL PROJECTS



Airport Additional Paving

The FAA has funded a project to reconstruct the apron and taxiways on the south apron at the airport. This project will pave the remaining areas around the hangars that are not eligible for FAA funding.

	<b>Total</b>	<b>2014-15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>72,500</b>	72,500		
<b>Funding Source</b>				
Urban Renewal	72,500	72,500		

URBAN RENEWAL PROJECTS



Airport Debt Repayment

The City has issued full faith and credit bonds for the improvements at the north end of the airport constructed in 2007. In the future, the airport will not be able to make the debt repayments without additional revenue. This may require the General Fund to contribute to the debt repayment. Paying down a portion of the debt with Urban Renewal Funds would potentially relieve the General Fund from contribution to these payments.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>750,000</b>					<b>750,000</b>
<b>Funding Source</b>						
Urban Renewal	<b>750,000</b>					<b>750,000</b>

URBAN RENEWAL PROJECTS



Airport FAA Match

This allocation is set aside to ensure the airport can utilize FAA grant funding for future projects including obstruction removal and master planning/ALP update. FAA grants pay for ninety percent of the eligible project costs. The programmed amounts represent the ten percent match.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>225,000</b>	75,000	50,000	50,000	25,000	25,000
<b>Funding Source</b>						
Urban Renewal	<b>225,000</b>	75,000	50,000	50,000	25,000	25,000

URBAN RENEWAL PROJECTS



Airport Wetland Mitigation

This would address existing wetlands located just west of the new north apron area. These wetlands will have to be mitigated in order to fill this area to the elevation of the rest of the airport. Mitigation will most likely involve purchasing credits from a wetland bank.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>65,000</b>		<b>65,000</b>	
<b>Funding Source</b>				
Urban Renewal	<b>65,000</b>		<b>65,000</b>	

URBAN RENEWAL PROJECTS



Charles Gardiner Trail Reconstruct

Portions of the multi-use path through Charles Gardiner Park are in poor condition due to tree roots or other issues that cause cracking and upheaval of the asphalt path. This project would reconstruct portions of this path that winds along the east bank of Newton Creek between Edenbower and Renann Street.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>125,000</b>		125,000	
<b>Funding Source</b>				
Urban Renewal	125,000		125,000	

URBAN RENEWAL PROJECTS



Court Street Retaining Wall

The project will replace an existing retaining wall that has failed at the intersection of Jackson Street and Court Street. The project has been awarded and construction is currently underway.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	70,000	70,000		
<b>Funding Source</b>				
Urban Renewal	70,000	70,000		

URBAN RENEWAL PROJECTS



Deer Creek Path/Improvements

The intent of this project is to beautify the gravel area where the City purchased and removed some dilapidated buildings on Jackson Street adjacent to Deer Creek. The project will also provide a connection from Jackson Street to the path that runs north of the Public Safety Center to Stephens Street.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>100,000</b>		100,000	
<b>Funding Source</b>				
Urban Renewal	100,000		100,000	

URBAN RENEWAL PROJECTS



Downtown Sidewalk Program

The intent of this funding is to develop a commercial sidewalk program for the downtown area that would allow a mechanism for the City to participate in the costs of sidewalk replacement with the abutting property owner.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>
<b>Capital Costs</b>	<b>250,000</b>		100,000	100,000	50,000
<b>Funding Source</b>					
Urban Renewal	250,000		100,000	100,000	50,000

URBAN RENEWAL PROJECTS



Downtown Streetscape

The project currently in design is the Washington/Oak/Kane Improvement Project. Improvements will include raised intersections, ADA improvements, parking improvements, and other amenities to improve the experience for people that shop and work in downtown Roseburg.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>				
Washington/Oak/Kane	2,250,000	1,250,000		1,000,000
<b>Funding Source</b>				
Urban Renewal	2,250,000	1,250,000		1,000,000

URBAN RENEWAL PROJECTS

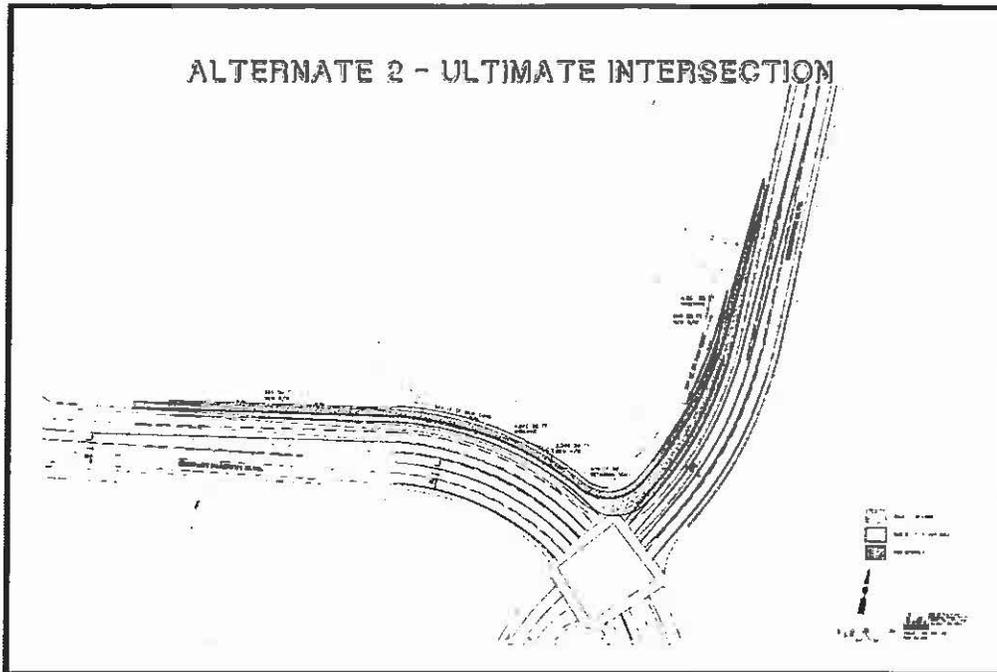


Edenbower Rail Road Crossing

This project will improve the railroad crossing at Edenbower Boulevard by bringing the elevation of the crossing back up to match the street grade. The roughness of the current crossing causes delays by limiting the number of vehicles that can make it through the signal during a cycle.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>400,000</b>		100,000	300,000
<b>Funding Source</b>				
Urban Renewal	400,000		100,000	300,000

URBAN RENEWAL PROJECTS



Edenbower/Stewart Parkway Left Turn Lane

The City has previously studied this intersection to define future needed improvements. That study and the Intersection Area Management Plan (IAMP) for I-5 Exit 127 both indicate that a dual left turn from eastbound Stewart Parkway to northbound Edenbower should be installed.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>1,000,000</b>			250,000	750,000	
<b>Funding Source</b>						
Urban Renewal	1,000,000			250,000	750,000	

URBAN RENEWAL PROJECTS



Façade Loan Program

This project will extend the existing downtown façade program. The program will provide for a façade improvement loan program for the businesses located within the Downtown Business District. The intent is to provide a mechanism to facilitate rehabilitating the appearance and function of the building facades.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>125,000</b>	<b>50,000</b>	<b>50,000</b>	<b>25,000</b>
<b>Funding Source</b>				
Urban Renewal	<b>125,000</b>	<b>50,000</b>	<b>50,000</b>	<b>25,000</b>

URBAN RENEWAL PROJECTS

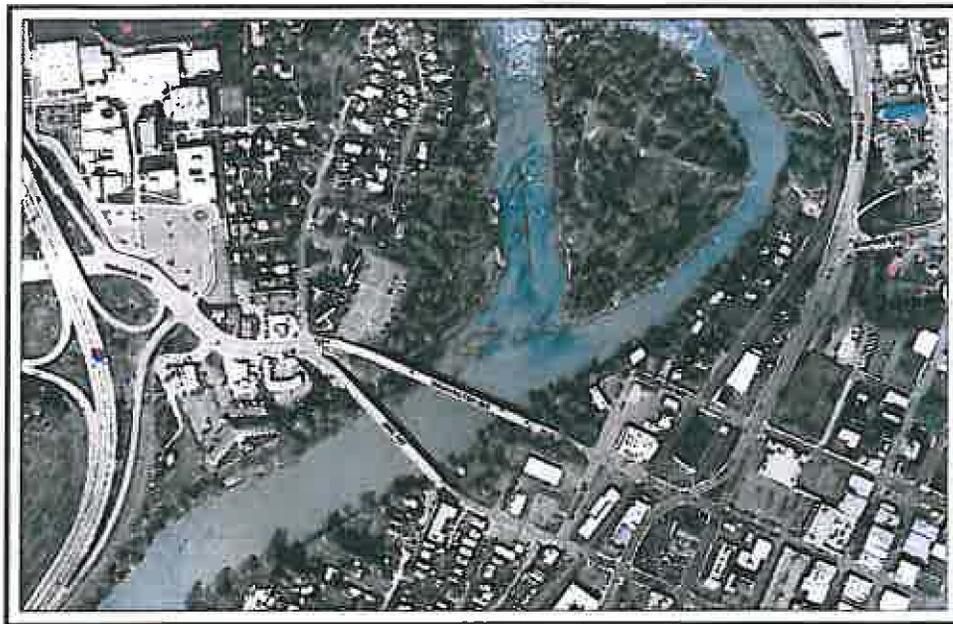


Garden Valley/Stewart Parkway Intersection Improvements

This project adds a right turn lane from northbound Stewart Parkway onto eastbound Garden Valley Boulevard and may include turn restrictions at Valley View Drive.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>500,000</b>			200,000	300,000	
<b>Funding Source</b>						
Urban Renewal	500,000			200,000	300,000	

URBAN RENEWAL PROJECTS



Hwy 138 Corridor Solutions – City Contributions

The intent of this project is to improve capacity and safety between I-5 and Highway 138E (Diamond Lake Boulevard). ODOT is currently working on the design of this project, which will include reconstructing several intersections and bicycle and pedestrian improvements on Washington, Oak, Stephens, Spruce and Douglas Avenue. Also included is the construction of left turns from Stephens Street to Douglas Avenue. The City has agreed to pay ten percent of project costs, up to \$1,600,000. In addition, the City will provide a match of \$200,000 for a Transportation Enhancement grant that will fund additional bicycle, pedestrian, lighting and aesthetic improvements within the project and on the Washington and Oak Bridges.

	Total	2014/15	2015/16	2016/17	2017/18	2018/19
<b>Capital Costs</b>						
Hwy 138E Project	<b>1,600,000</b>	800,000	800,000			
STP Grant Match	<b>200,000</b>	200,000				
<b>Total</b>	<b>1,800,000</b>	<b>1,000,000</b>	<b>800,000</b>			
<b>Funding Source</b>						
Transportation	<b>500,000</b>	250,000	250,000			
Urban Renewal	<b>1,250,000</b>	700,000	550,000			
Sidewalk/Streetlight	<b>50,000</b>	50,000				
<b>Total</b>	<b>1,800,000</b>	<b>1,000,000</b>	<b>800,000</b>			

URBAN RENEWAL PROJECTS



Micelli Park Improvements

This project was recently completed in conjunction with Umpqua Bank, which provided the majority of the funding. The project included the installation of a new playground and related improvements within Micelli Park.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>25,000</b>	<b>25,000</b>		
<b>Funding Source</b>				
Urban Renewal	25,000	25,000		

URBAN RENEWAL PROJECTS



Micelli/Templin Improvements

Improvements may include the extension of the path system that now connects Micelli and Templin Beach parks. Other improvements may include upgrades to the restrooms and additional amenities within these south Roseburg parks.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>125,000</b>			<b>125,000</b>
<b>Funding Source</b>				
Urban Renewal	<b>125,000</b>			<b>125,000</b>

URBAN RENEWAL PROJECTS

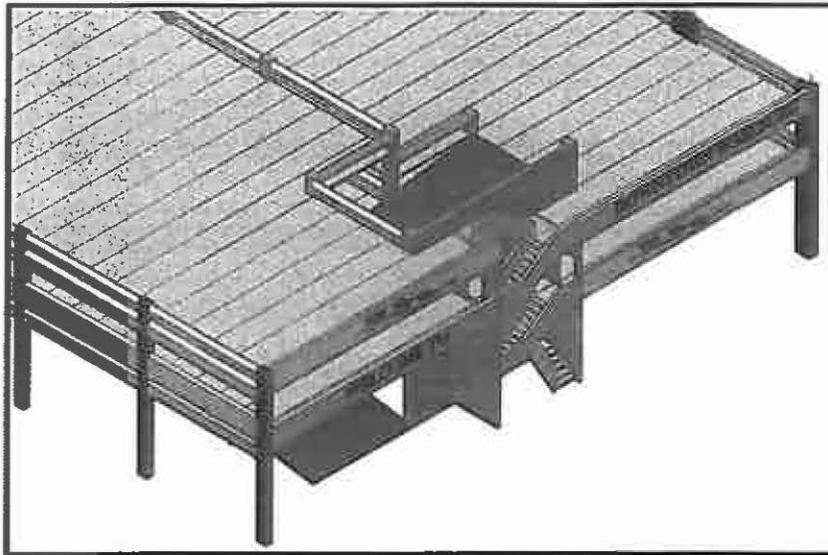


North Valley Mall Traffic Signal Removal/Relocation

Previous studies indicate that this signal, located just south of the Garden Valley/Stephens intersection should be removed or relocated. Once the Chestnut/Stephens signal has been in and operational for a period of time, staff would like to revisit this project, update the study and implement recommendations.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>100,000</b>		<b>100,000</b>	
<b>Funding Source</b>				
Urban Renewal	<b>100,000</b>		<b>100,000</b>	

URBAN RENEWAL PROJECTS



Parking Garage Improvements

This project will address both aesthetic and safety/security issues associated with the Parking Structure in Downtown. This is a valuable asset that is currently underutilized due to a perceived safety issue within the garage. It is also a landmark structure near the entrance to the Downtown, which could be greatly improved aesthetically.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>400,000</b>	<b>400,000</b>		
<b>Funding Source</b>				
Urban Renewal	<b>400,000</b>	<b>400,000</b>		

URBAN RENEWAL PROJECTS



Pavement Management - Overlays

Utilizing Urban Renewal Funding to overlay sections of arterials located within the district will help to prolong the life of the arterial street system in a way that cannot currently be accomplished utilizing transportation funding alone. Streets included are Stephens Street, Garden Valley Boulevard, Stewart Parkway, and downtown streets.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>						
Downtown	750,000				500,000	250,000
Garden Valley	750,000				750,000	
Stewart Parkway	750,000					750,000
Stephens	750,000		750,000			
<b>Funding Source</b>						
Urban Renewal	<b>3,000,000</b>		750,000		1,250,000	1,000,000

URBAN RENEWAL PROJECTS



Property Acquisition

This project may involve acquiring parcels within the district that are blighted or underutilized in order to create larger parcels that can be redeveloped. It may also involve acquiring parcels or portions of properties that are needed to construct infrastructure or park improvements.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>1,000,000</b>		<b>500,000</b>	<b>500,000</b>
<b>Funding Source</b>				
Urban Renewal	<b>1,000,000</b>		<b>500,000</b>	<b>500,000</b>

URBAN RENEWAL PROJECTS



Riverfront Paths/Lane Street Overlooks

The Waterfront Master Plan calls for the development of new riverfront paths and river overlooks. Potential locations for overlooks include Lane Street, Mosher Street, and within Riverside Park. Grant funding may be available to offset some of the costs associated with these projects.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>350,000</b>			250,000	100,000	
<b>Funding Source</b>						
Urban Renewal	<b>350,000</b>			250,000	100,000	

URBAN RENEWAL PROJECTS

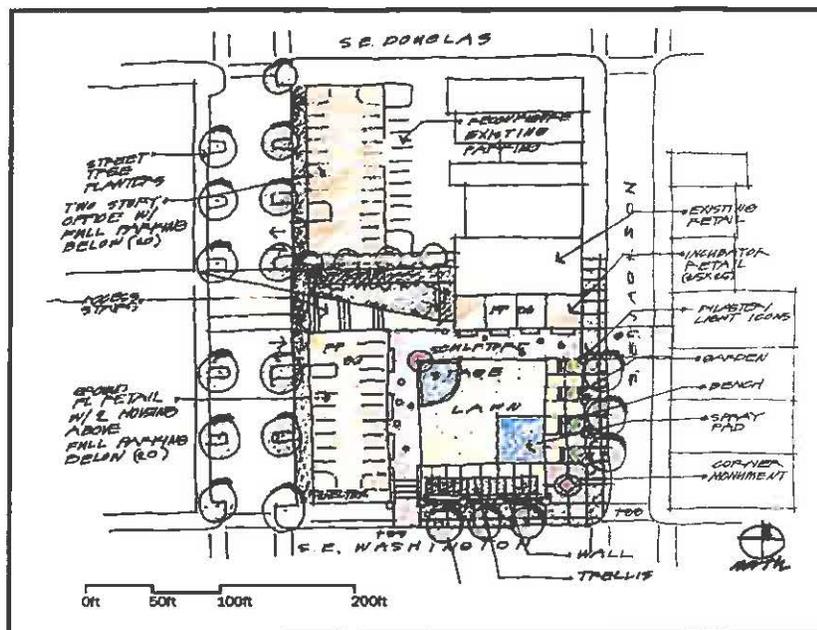


Riverside Park Improvements

The Waterfront Master Plan calls for improvements to Riverside Park. Recent improvements include reconstructing and widening the multi-use path. The Hwy 138 TE project will include improved lighting of the path from its connection to Flint Street to the Visitor's Center. This funding would allow those improvements to continue.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>250,000</b>				<b>250,000</b>	
<b>Funding Source</b>						
Urban Renewal	<b>250,000</b>				<b>250,000</b>	

## URBAN RENEWAL PROJECTS



### Rose Street courtyard/plaza

The City has previously contracted so study the feasibility of a downtown plaza. The study indicated that in order to be successful, there must be private development in conjunction with the plaza development. This funding would allow the City to participate in the construction a future plaza should private development occur that would facilitate the project downtown.

	Total	2014/15	2015/16	2016/17	2017/18	2018/19
<b>Capital Costs</b>	250,000					250,000
<b>Funding Source</b>						
Urban Renewal	250,000					250,000

URBAN RENEWAL PROJECTS



Spruce/Parrott Street Improvements

This project will completely reconstruct both Spruce and Parrott Streets from Washington to Mosher. Parrott Street is a residential street that wyes into Spruce Street at Lane Avenue. Parrott Street serves as the alternate bicycle and pedestrian access for crossing under the Washington Street Bridge. Spruce Street serves an underdeveloped industrial area and is included within the Urban Renewal District.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>1,250,000</b>	75,000	1,175,000			
<b>Funding Source</b>						
Transportation	<b>400,000</b>		400,000			
Urban Renewal	<b>750,000</b>	75,000	675,000			
Storm Drainage	<b>50,000</b>		50,000			
Sidewalk/Streetlight	<b>50,000</b>		50,000			
<b>Total</b>	<b>1,250,000</b>	75,000	1,175,000			

URBAN RENEWAL PROJECTS



Stephens/Chestnut Signal

This project involves the construction of a new traffic signal at the intersection of Stephens and Chestnut. The contract has been awarded and construction is currently underway.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
<b>Capital Costs</b>	<b>315,000</b>	<b>315,000</b>		
<b>Funding Source</b>				
Urban Renewal	<b>315,000</b>	<b>315,000</b>		

URBAN RENEWAL PROJECTS

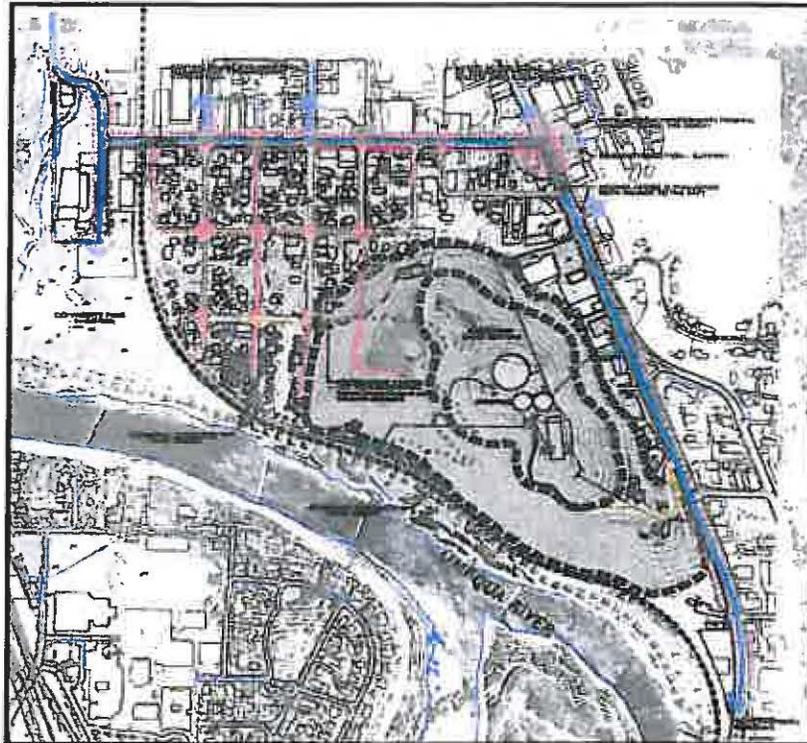


Traffic Signal Coordination/Conduit/Timing

These would be separate projects that would work towards coordinating traffic signals on arterials within Roseburg to increase efficiency of the transportation system.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>						
GV-Kline to Goetz	<b>125,000</b>			125,000		
Stewart Parkway	<b>200,000</b>				200,000	
Edenbower	<b>75,000</b>		25,000	50,000		
Stephens	<b>75,000</b>			50,000	25,000	
<b>Funding Source</b>						
Urban Renewal	<b>475,000</b>		25,000	225,000	225,000	

URBAN RENEWAL PROJECTS



West Avenue

The West Avenue area has been targeted in the Urban Renewal Plan for potential redevelopment. The potential projects need further refinement but may include a combination of property acquisition and infrastructure improvements.

	<b>Total</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>Capital Costs</b>	<b>1,250,000</b>			500,000	750,000	
<b>Funding Source</b>						
Urban Renewal	1,250,000			500,000	750,000	

Fund 035



# ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY

INFORMATIONAL A  
09-28-15

*CJC*  
*9/22/15*



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## ACTIVITY REPORT

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**Meeting Date:** September 28, 2015  
**Department:** City Manager  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section:** City Manager Reports  
**Staff Contact:** C. Lance Colley  
**Contact Telephone Number:** 492-6866

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### ISSUE STATEMENT AND SUMMARY

At each meeting I will provide the City Council with a report on the activities of the City, along with an update on operational/personnel related issues which may be of interest to the Council. These reports shall be strictly informational and will not require any action on the Council's part. The reports are intended to provide a mechanism to solicit feedback and enhance communication between the Council, City Manager and City Staff. For your September 28, 2015, meeting, I provide the following items:

- Department Head Meeting Agendas
- Tentative Future Council Agenda Items
- City Manager Weekly Messages



**Agenda**  
**Department Heads Meeting**  
**September 15, 2015 – 10:00 a.m.**

1. Review September 14, 2015 City Council and Urban Renewal Agendas
2. Review Tentative September 28, 2015 City Council and Urban Renewal Agendas
3. Tentative Future Agenda
4. Document Signing/Grants  
    Plein Air Dinner – Alcohol Event at Art Centers
5. Tyler Training Questions
6. Department Items



**Agenda**  
**Department Heads Meeting**  
**September 21, 2015 – 10:00 a.m.**

1. Review Tentative September 28, 2015 City Council and Urban Renewal Agendas
2. Tentative Future Agenda
3. Document Signing/Grants
4. Department Items

**TENTATIVE FUTURE COUNCIL AGENDA**

**Unscheduled**

- City Hall Entry/Finance Department Remodel
- Parking Enforcement Agreement
- Police K-9 Patrol Vehicle Purchase
- Roadside Memorial Policy
- Tree Ordinance
- Urban Services Agreement
- Amending RMC 5.04 Water Rules and Regulations
- Workers Comp Fund Update – City Manager Authority

\*\*\*\*\*

**October 12, 2015**

6:00 Special Session

- A. Marijuana Regulation Options

Consent Agenda

- A. Minutes of September 28, 2015

Public Hearing

- A. Interchange Area Management Plan 127 (Edenbower)

Ordinances

- A. 2<sup>nd</sup> Reading Ordinance No. 3450, Vacation of Short/Burke Streets

Department Items

- A. Resolution No. 2015-\_\_\_\_ - Park Rules and Regulations re: Smoking Policy
- B. Transmission Main Cathodic Protection Contract Award
- C. Single Lot Local Improvement Districts
- D. Urban Renewal Line of Credit Authorization and Intergovernmental Agreement

Informational

- A. Activity Report

Urban Renewal

- A. Approval of Minutes
- B. Urban Renewal Line of Credit Authorization and Intergovernmental Agreement

\*\*\*\*\*

**October 26, 2015**

Consent Agenda

- A. Minutes of October 12, 2015

Informational

- A. Activity Report (Court & Quarterly Financial Report – Quarter Ended Sept 30)

Department Items

- A. Smoking Policy – City Parking Lots and Abutting Sidewalks

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**November 9, 2015**

Consent Agenda

- A. Minutes of October 26, 2015

Department Items

- A. Resolution No. 2015-\_\_\_\_ - Water Fee Schedule Amendment

Informational

- A. Activity Report

Executive Session

- A. City Manager Annual Review

\*\*\*\*\*

**November 23, 2015**

Council Report

- A. Manager's Contract

Consent Agenda

- A. Minutes of November 9, 2015

Informational

- A. Activity Report

\*\*\*\*\*

**December 14, 2015**

Consent Agenda

- A. Minutes of November 23, 2015

Public Hearing

- A. LUDO Phase 3, Ordinance No. \_\_\_\_\_

Informational

- A. Activity Report

\*\*\*\*\*

**December 28, 2015**

Consent Agenda

- A. Minutes of December 14, 2015

Ordinances

- A. 2<sup>nd</sup> Reading, Ordinance No. \_\_\_\_\_, LUDO Phase 3

Informational

- A. Activity Report

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**January 11, 2016**

Mayor's Report

- A. State of the City Address
- B. Commission Chair Appointments
- C. Commission Appointments

City Council Ward Reports/Commission Reports

- A. Election of Council President
- B. Planning Commission Appointments

Consent Agenda

- A. Minutes of December 28, 2015

Informational

- A. Activity Report

\*\*\*\*\*

**January 25, 2016**

Consent Agenda

- A. Minutes of January 11, 2016

Informational

- A. Activity Report (Municipal Court Quarterly Report)

\*\*\*\*\*

**February 8, 2016**

Special Presentation (Invite Budget Committee)

- A. Annual Financial Report – Tom Davidson
- B. Quarterly Financial Report – December 31, 2015
- C. Budget Calendar

Consent Agenda

- A. Minutes of January 25, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**February 22, 2016**

Consent Agenda

- A. Minutes of February 8, 2016

Department Items

- A. The Partnership Annual Report

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

\*\*\*\*\*

**March 14, 2016**

Consent Agenda

- A. Minutes of February 22, 2016

Department Items

- A. Visitors Bureau Annual Report

Informational

- A. Activity Report

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**March 28, 2016**

Consent Agenda

- A. Minutes of March 14, 2016

Informational

- A. Activity Report

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**April 11, 2016**

Mayor's Report

- A. Volunteer Recognition Month Proclamation

Consent Agenda

- A. Minutes of March 28, 2016

Informational

- A. Activity Report (Budget Calendar Reminder)

\*\*\*\*\*

**April 25, 2016**

Mayor's Report

- A. Historic Preservation Month Proclamation

Consent Agenda

- A. Minutes of April 11, 2016
- B. OLCC License Renewals

Informational

- A. Activity Report (Quarterly Reports)

\*\*\*\*\*

**May 9, 2016**

Mayor Reports

- A. Bike to Work Proclamation

Consent Agenda

- A. Minutes of April 25, 2016
- B. U-Trans Services Contract
- C. Fee Amendment Resolutions

Informational

- A. Activity Report

Executive Session

- A. City Manager Quarterly Evaluation

\*\*\*\*\*

**May 23, 2016**

Consent Agenda

- A. Minutes of May 9, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**June 13, 2016**

Mayor's Report

- A. Camp Millennium Week Proclamation

Consent Agenda

- A. Minutes of May 23, 2016

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Public Hearing

- A. Resolution No. 2016-\_\_\_\_ - 2016/17 Budget Adoption

Informational

- A. Activity Report

Urban Renewal Agency Board Meeting

- A. Approval of Minutes
- B. Public Hearing - Resolution – 2016/17 Budget Adoption

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**June 27, 2016**

Consent Agenda

- A. Minutes of June 13, 2016

Informational

- A. Activity Report

Executive Session

- A. Municipal Judge Evaluation

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**July 11, 2016**

Consent Agenda

- A. Minutes of June 27, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**July 25, 2016**

Consent Agenda

- A. Minutes of July 11, 2016

Informational

- A. Activity Report (Quarterly Reports)

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**August 8, 2016**

Consent Agenda

- A. Minutes of July 25, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**August 22, 2016**

Consent Agenda

- A. Minutes of August 8, 2016

Informational

- A. Activity Report

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Executive Session

- A. City Manager Quarterly Evaluation

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**September 12, 2016**

Council Reports

- A. Implementation of City Manager Annual Performance Evaluation

Consent Agenda

- A. Minutes of August 22, 2016

Department Items

- A. Downtown Roseburg Association Annual Report

Informational

- A. Activity Report

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**September 26, 2016**

Mayor Reports

- A. Walk and Bike to School Day Proclamation

Consent Agenda

- A. Minutes of September 12, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**October 10, 2016**

Consent Agenda

- A. Minutes of September 26, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**October 24, 2016**

Consent Agenda

- A. Minutes of October 10, 2016
- B. Cancellation of December 26, 2016, Meeting

Informational

- A. Activity Report (Quarterly Reports)

\*\*\*\*\*

**November 14, 2016**

Consent Agenda

- A. Minutes of October 24, 2016

Informational

- A. Activity Report

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Executive Session

- A. City Manager Annual Review

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**November 28, 2016**

City Council Reports

- A. City Manager Contract

Consent Agenda

- A. Minutes of November 14, 2016

Informational

- A. Activity Report

\*\*\*\*\*

**December 12, 2016**

Mayor Reports

- A. Election Results

Consent Agenda

- A. Minutes of November 28, 2016

Informational

- A. Activity Report

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Friday September 11, 2015

September 11- Please remember those who fell! A solemn day, but a day to remember how much we appreciate our opportunities.

Good Friday afternoon everyone! I have to say I was really enjoyed the cooler weather we had last week, but it appears about a week back in the 90s is what's in store for us. The weather is good for project construction, and we certainly have a number of projects going. As we move into our third month downtown it is clear that traffic has dropped a little. I try to go downtown and support our local businesses as much as possible and I encourage all of you to support them as well. Work is in full swing at the major intersections on Oak at Jackson, Main and Kane. Staff and the contractor are trying to be proactive with detours and traffic control, so please be patient. The same goes for the ODOT Highway 138 project which continues to move southward from the Deer Creek Bridge. Again you can always find information and updates on the City's website at



<http://www.cityofroseburg.org/news-and-events/news/washingtonoakkane-improvements/> and the ODOT website at <http://www.oregon.gov/ODOT/HWY/REGION3/Pages/roseburg138.aspx>.

On Tuesday I attended the monthly meeting of the local Kiwanis Club. It is a fairly small group, but they are very engaged in community activities, especially those related to our youth. It is always a pleasure to share our story and talk about the opportunities and challenges we are facing as an organization and a community. I look forward to engaging with our service organizations that provide so much support in Roseburg. We all say it a lot, but Roseburg really is one of the most giving communities around and I am very proud of the work the service organizations do.

Last week ODOT held an open house on the Interchange Area Management Plans (IAMP) for exits 124 and 125. A number of staff attended the open house and also participated on the technical advisory committee. Some of us met this week to evaluate what we believe are the best alternatives for both the operation of the interstate and the operation of Harvard Avenue and Garden Valley Boulevard at or near the interchanges. We will be updating our Transportation System Plan (TSP) over the course of the next year. The IAMP planning will provide the basis for the TSP around these two interchanges, so it is critical that we provide the necessary input at this point in the process. Whatever decisions are made, the City will need to consider revisions to some of our existing transportation policies and likely re-evaluate our priorities in these two

corridors. Our staff is looking beyond the standard 20 year planning horizon as many of the improvements being considered will have much longer term transportation implications.

Thursday I met with Roseburg Superintendent Gerry Washburn and UCC interim President Dr. Rita Cavin to begin a community conversation about working together to better serve the greater Roseburg area. Education and work force development are key elements in community development and we have not worked as closely with these two organizations as I would like. I believe we can leverage resources, both human and financial, and work together to resolve some of our related issues. We were able to share insights into what we believe we need to work on and have committed to meet regularly in an effort to address those common concerns.

Today I will be meeting with the Trust Officer from US Bank regarding a local foundation. The small foundation provides grants for kid related activities in our community. It is an opportunity to chat directly with the decision makers for the trust and possibly participate in some future decision making for this organization. I am also attending a workshop relating to Seismic Rehabilitation Grants for public safety buildings. We are hoping to apply during the next round of funding for resources that could help us upgrade Fire Stations 2 and 3 to meet current seismic guidelines for first response public safety buildings. The next application schedule will likely begin in early 2016 but we need to know early if our facilities may qualify so that we can make sure any preliminary work is done well in advance of the next application date.

On Wednesday next week representatives from the Portland Trailblazers and some of their business affiliates will be in town to "share" some healthy student messages and to generate interest in the Blazers around southern Oregon. They will be holding a couple of assemblies at Roseburg Public Schools and then capping the day off with an outdoor event from 4:00-6:00 p.m. in Stewart Park near the southern most softball field in the parking lot just northwest of Legion Field. The event is free and the community is invited (see the press release at the end of this message). Mayor Rich is attending the flag raising ceremony to kick off the late afternoon event.



On a personal note, I was very appreciative of the Second Tuesday editorial written this week by Bentley Gilbert. The primary message to me was that our organization is committed to civic engagement and our community. I spent a couple of hours talking with Bentley about many things, foremost being how lucky I felt having had the

opportunity to grow up here and now to be in position of leadership in my hometown. A few of the "ideas" included in the piece were clearly not mine alone, and I would like to once again take an opportunity to thank Council for the opportunity you have given me to lead this group, and acknowledge what a great team we have working on behalf of Roseburg. Have a great weekend everyone. I will see you all Monday evening.

Following is a media release regarding the Rip City Relay on September 16<sup>th</sup>:



# MEDIA ADVISORY

Portland Trail Blazers Communications Department | @TrailBlazersPR 

## MEDIA CONTACT:

[Aaron Grossman](#), Trail Blazers, 503.913.7961

## “RIP CITY RELAY” RALLIES IN ROSEBURG ON WEDNESDAY, SEPTEMBER 16

### WHO

Roseburg Mayor **Larry Rich**

Trail Blazers television broadcasters **Mike Barrett and Mike Rice**

Trail Blazers mascot **Blaze the Trail Cat** and members of the **BlazerDancers**

### WHAT

The **Portland Trail Blazers** and **Moda** are excited to begin the third annual Rip City Relay. A team of Trail Blazers ambassadors and staff will embark on a week-long journey from Sept. 14-18 around the state of Oregon, engaging with Trail Blazers fans all along the way. The first two Rip City Relays visited 15 communities in Eastern and Central Oregon, and along the Oregon Coast, all to showcase the Trail Blazers as “*Oregon’s Team.*”

This year, Roseburg will mark the third stop on the relay (Sept. 16). Trail Blazers personalities and Moda representatives will also activate the communities in Klamath Falls (Sept. 14), Medford (Sept. 15), Albany (Sept. 17) and Woodburn (Sept. 18) as the relay team moves along the I-5 corridor back to Portland.

Supporting partners of this year’s relay include **Bi-Mart** and **Energy Trust of Oregon**. Energy Trust of Oregon, a new partner of the Trail Blazers that has been instrumental in Rose Quarter sustainability

efforts, will be handing out free limited edition Trail Blazers shirts as part of a free home energy review at all stops on the relay.

[Trailblazers.com/ripcityrelay](http://Trailblazers.com/ripcityrelay) will provide updates and information all along the relay, and fans can follow the relay's progress on Twitter @RipCityRelay and by using the hashtag #RipCityRelay.

## **WHEN/WHERE**

**Wednesday, Sept. 16**

**7:45 AM**

**School Assembly – John C Fremont Middle School (850 W. Keady Ct., Roseburg, OR 97471)**

Trail Blazers personalities take over a school assembly for an hour of flair, fanfare and fun.

**9:30 AM**

**Basketball Clinics – Fullerton Elem. (2560 W. Bradford Ct., Roseburg, OR 97471)**

Trail Blazers camp coaches take over PE classes to teach local kids how to play like the pros.

**4 PM**

**Rip City Flag Raising – Stewart Park (2058 W. Stewart Park Dr., Roseburg, OR 97471)**

Roseburg Mayor Larry Rich joins Trail Blazers and Moda representatives to tip off the Rip City Fair with opening ceremonies in the park.

**Rip City Fair – Stewart Park (2058 W. Stewart Park Dr., Roseburg, OR 97471)**

Fans are invited to this free community gathering from 4-6 p.m. featuring fun for the whole family, including the opportunity to interact and play basketball with Trail Blazers personalities, take photos with the 1977 NBA Championship trophy, and win game tickets and other prizes.



Friday September 18, 2015

Good Friday afternoon everyone! Well, we finally got some long awaited rain and it came at exactly the wrong time. Paving on the North Stephens project was about 40% completed through Tuesday morning, but cooler temperatures and rain halted the paving for a while. Sunday, Monday and Thursday night Knife River was able to complete three of the five lane miles of grinding and inlay of the asphalt to renovate that approximately one mile stretch of road. Most of the ADA ramps have been completed and the crosswalk near the Cow Creek Tribal Administrative Offices is currently undergoing construction. The project will finish as soon as the weather permits.

Human Resource Director John Van Winkle and Fire Chief Gregg Timm, as well as the rest of our "A" team have been actively recruiting for a number of positions in the Fire Department. Applications have been received for firefighter, Assistant Chief and Battalion Chief positions. Phone interviews were held this week for the AC position and we hope to complete that process soon. The other two positions will be filled in the near future.

Police Chief Jim Burge was recently notified that four of our Police Department employees were nominated for and will receive the "life-saving" award at the annual Oregon Peace Officers Association Awards banquet in November. Officers O'Dell, Rosas and Schreiber and Sergeant Oelrich will be honored for their intervention in an attempted suicide in which they saved the life of a citizen in need. In this day and age, it is great to see our law enforcement professionals honored for their bravery and heroism. I appreciate what all of our public safety folks do on our behalf every day, but many times their work goes unrecognized. Great job! And thank you.



On Wednesday a group of folks from the Portland Trailblazers were in town promoting youth activity, community health and the Blazers. They held a couple of assemblies at local elementary and middle schools, held a Blazer flag raising photo opportunity with Council President Ryan at City Hal and then moved over to the parking lot just west of the Stewart Park softball fields to hold a "Blazer Fair" from 4:00 - 6:00 p.m. Blazer broadcasters Mike Rice and Mike Barrett were in attendance. The "fair" attracted a few hundred community members and the kids had a great time participating in a shooting contest (basketball not guns) as well as going

through a number of booths Blazer sponsors had set up with wellness and healthy lifestyle messages. The event received great media coverage from the paper, radio and television and in my conversation with Mike Barrett; he indicated that Roseburg had the largest community turnout of their five city tours this year.





Thursday Brian Davis and I attended a workshop on Enterprise Zones and other Oregon Tax incentives which was provided by Business Oregon and supported locally by CCD. Enterprise Zones are one of the few local incentives that can be provided to incentivize new construction and major equipment acquisition to promote job growth. The program was well attended with representatives from Douglas and Coos Counties as well as folks from the assessor's offices of both counties.

Thursday also marked the end of the internship period for Kyle Morris who spent the last six months working side by side with folks in our Public Works Engineering Division. Nikki budgeted for this position last year in hopes we could provide an opportunity for some OSU engineering students and in turn receive some quality help during our busiest times at a reasonable cost. We all think that Kyle was a great fit and the program benefitted both our intern and the City. We look forward to continuing the program in the future.



I generally like to end these correspondences on an upbeat note, but I am saddened to share that long-time employee Tracy Fox, who retired in October 2012, passed away this week unexpectedly. Tracy began his career with the City of Roseburg Fire Department as a firefighter in July 1984 and worked his way up through the ranks. He retired in 2012 from the position of Battalion Chief after 28 years of service to our organization and the community. Please keep Tracy's family in your thoughts and prayers on this Friday afternoon.

Take good care.