

**ROSEBURG URBAN RENEWAL AGENCY  
BOARD MEETING AGENDA  
December 16, 2013**



**7:00 p.m. Roseburg City Council Chambers**

**IMMEDIATELY FOLLOWING CITY COUNCIL MEETING**

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1. **CALL TO ORDER:** Larry Rich, Chairperson
  
2. **ROLL CALL OF BOARD MEMBERS**  
Bob Cotterell      Ken Fazio      Mike Hilton      Steve Kaser  
Marty Katz      Lew Marks      Tom Ryan
  
3. **CONSENT AGENDA**  
A. Minutes of December 4, 2013 Special Meeting
  
4. **DISCUSSION ITEM**  
A. Pace Engineering Contract Amendment – Chestnut/Stephens Signal
  
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  
December 4, 2013**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 4:00 p.m. on Wednesday, December 4, 2013, in the Roseburg City Hall Conference Room, 900 SE Douglas, Roseburg, Oregon.

**Present:** Board Members Bob Cotterell, Steve Kaser, Ken Fazio, Marty Katz, Tom Ryan, Lew Marks and Rick Coen.

**Absent:** Board Member Mike Hilton.

**Others present:** City Manager Lance Colley, City Recorder Sheila Cox and Public Works Director Nikki Messenger

**CONSENT AGENDA**

Ryan moved to approve the following consent agenda:

1. Minutes of the October 28, 2013 meeting

Motion was seconded by Fazio and carried unanimously.

**STATE OF OREGON WETLAND BANK**

Public Works Director Nikki Messenger explained that the City is often required to do wetland mitigation projects in order to construct infrastructure improvements, using the recent runway extension project as an example. For that project, the City was required to mitigate 3.72 acres of wetlands at a cost of \$85,000 per acre. The US Army Corps of Engineers ("Corps") and the Department of State Lands ("DSL") had allowed the City to utilize wetland credits obtained through a project Roseburg Forest Products was working on. If it had not been for those credits, the City would have been forced to either mitigate on site or build its own wetland mitigation project.

Katz questioned whether wetland mitigation would be required for the Stewart Parkway project. Messenger explained that due to the current lack of wetland credits, impacts will have to be mitigated on site which has resulted a lengthy permitting process and will require monitoring for at least five years and maintenance in perpetuity. However, there are several future City projects that may require wetland mitigation, so it would be advantageous for the City to have a source of credits.

DSL has recognized the lack of mitigation credits in Douglas County and has offered to build a wetland mitigation project to provide a source of credits to the County. Working through Corps, DSL has been approved for 15 acres of credit which can be pre-purchased by governmental entities prior to construction of the bank. Staff originally understood the credits had to be purchased before the end of the calendar year to get them at \$75,000 per acre, but recently learned at a Douglas County Industrial Development Board (DCIDB) meeting that the cost of the credits may actually go down after that date. The DCIDB will most likely be purchasing credits to facilitate future development within County owned industrial development parks. Once credits are

purchased, DSL will have to construct the bank within three years, so now would be an opportune time for both the County and the City to purchase credits for future projects.

After further brief discussion on the mitigation requirements, City Manager Colley advised Council if the City needs to purchase credits in an amount that would exceed his purchasing authority, Staff will return to Council for such authorization.

ADJOURNMENT

The meeting adjourned at 4:20 p.m. for a Council Executive Session under the authority of ORS 192.660(2)(i).

Sheila R. Cox  
City Recorder

# ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY



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## Chestnut/Stephens Signal Engineering Contract Amendment

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Meeting Date: December 16, 2013

Agenda Section: Action Items

Department: Public Works

Staff Contact: Nikki Messenger

[www.cityofroseburg.org](http://www.cityofroseburg.org)

Contact Telephone Number: 541-492-6730

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### ISSUE STATEMENT AND SUMMARY

The FY 2013-2014 budget includes the construction of a new traffic signal at Chestnut and Stephens Street. The design and property acquisition have taken more effort by the consultant than originally anticipated. The issue for the Board is whether to authorize an amendment to the design contract to compensate for these additional costs.

### BACKGROUND

**A. Board Action History.** The Board awarded the design contract to Pace Engineers at their April 23, 2012 meeting.

**B. Analysis.** In April 2012 the City Council and Urban Renewal Board authorized an engineering contract with Pace Engineers to design the traffic signal at Chestnut and Stephens Street. At that time, construction was expected to occur in 2013. The scope of work was based on finalizing an existing preliminary three pole design. During the design phase the project team determined that a four pole design would better meet the City's long term needs. This decision required Pace and their sub-consultants to perform additional work related to obtaining required right of way near the northwest corner of the intersection. In addition, the City's sidewalk standards have changed since the initial design, and meeting the new standards required additional design work including relocating two major power poles. The last factor impacting the contract was the amount of effort required to negotiate the purchase of the property on the east side of the intersection from the owners of the Casa Loma property. This acquisition was very challenging and involved multiple iterations between easements and real property acquisition. The inability to obtain the property is the reason that the project was not constructed several years ago. This acquisition, while complicated and expensive, was ultimately a success.

**C. Financial and/or Resource Considerations.** The original Pace contract awarded in April 2012 totaled \$69,690. The proposed amendment for the additional work totals \$41,728 for a revised contract amount of \$111,418.

The FY 2013-14 proposed budget includes the following for this project:

Urban Renewal	\$300,000
Streetlight/Sidewalk	<u>\$150,000</u>
Total Proposed Budget	\$450,000

Total project costs through construction are estimated as follows:

Construction	\$350,000
Property Acquisition	\$ 50,200
Design/Construction Mgt	\$112,000
Contingency	<u>\$ 35,000</u>
Total	\$547,200
Spent in FY 12-13	(\$ 52,472)
Spent in FY 13-14	<u>(\$ 51,145)</u>
Remaining	\$443,583

The project estimate is higher than the budgetary cost estimate. Other projects within the FY13-14 Urban Renewal budget will either be under budget or not be completed this fiscal year. Therefore, funding is available to construct the project even though it is over the original budgeted amount.

**D. Timing Issues.** If the amendment is approved, the consultant can complete the final design. Bidding would likely occur in January or February with construction starting in the late spring or early summer.

#### **BOARD OPTIONS**

1. Authorize the contract amendment with Pace Engineers for \$41,728; or
2. Request additional information; or
3. Not authorize the amendment and direct staff to hold off on the project.

#### **STAFF RECOMMENDATION**

Staff recommends executing the contract amendment and moving forward with the project. The Public Works Commission will be discussing this request at their December 12<sup>th</sup> meeting. Staff will report the results of their discussion at the Board meeting.

#### **SUGGESTED MOTION**

*I move to authorize an amendment in the amount of \$41,728 to the Pace Engineers' design contract for the Chestnut/Stephens Signal Project.*

#### **ATTACHMENTS**

None.