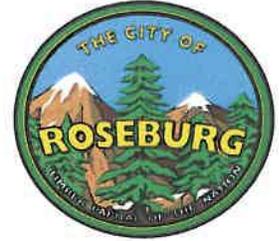


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ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
April 22, 2019



City Hall Council Chambers

(Immediately Following the 7:00 p.m. City Council meeting)

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

 2. **ROLL CALL OF BOARD MEMBERS**
Beverly Cole Bob Cotterell Alison Eggers Linda Fisher-Fowler
Ashley Hicks Brian Prawitz Tom Ryan Andrea Zielinski

 3. **CONSENT AGENDA**
A. Minutes of January 28, 2019 Meeting

 4. **AUDIENCE PARTICIPATION**

 5. **DEPARTMENT ITEMS**
A. ARTS and Signal Interconnect Project Bid Award Recommendation

 6. **ADJOURNMENT**
-

Please contact the office of the City Recorder, 900 SE Douglas Avenue, Roseburg, Oregon, 97470; phone (541) 492-6866, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**MINUTES OF THE ROSEBURG
URBAN RENEWAL AGENCY BOARD MEETING
January 28, 2019**



A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:31 p.m. on Monday, January 28, 2019, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Beverly Cole, Bob Cotterell, Alison Eggers, Linda Fisher-Fowler, Ashley Hicks, Brian Prawitz and Andrea Zielinski

Absent: Board Member Tom Ryan

Others Present: City Manager Lance Colley, City Recorder Amy Sowa, City Attorney Bruce Coalwell, Public Works Director Nikki Messenger, Human Resources Director John VanWinkle, Police Chief Gary Klopfenstein, Fire Chief Gary Garrisi, Community Development Director Stuart Cowie, Finance Director Ron Harker, Library Director Kris Wiley and Management Assistant Koree Tate.

CONSENT AGENDA

Board Member Prawitz moved to approve the minutes of the January 14, 2019 meeting. Motion was seconded by Board Member Zielinski. Motion was approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

RESOLUTION NO. UR-19-02 – SETTING A DATE TO SUSPEND COLLECTION OF TAX INCREMENT FOR THE CURRENT NORTH ROSEBURG URBAN RENEWAL PLAN

Mr. Colley stated funds from tax increment revenue in the North Roseburg Urban Renewal Area have allowed the City to make substantial improvements, increasing the property values in the area. Although the North Roseburg Urban Renewal Plan terminates on September 30, 2019, Staff felt it was more efficient for the taxing bodies and the assessor's office to suspend collection of the tax increment funds at the end of the fiscal year. While this resolution would suspend collection of the funds, the City would still be able to expend any carryover funds through September 30, 2019. Suspending collection effective June 30, 2019 will allow the City and other taxing districts to better prepare their budgets for the 2019-2020 fiscal year to include the approximate \$4.2M in tax increment funds that will be put back on the tax roles, of which almost \$2.4M will be distributed to the City.

Board Member Cotterell moved to adopt Resolution No. UR-19-02. Motion was seconded by Board Member Zielinski. Motion passed with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

RESOLUTION NO. UR-19-03 – CORRECTING A MINOR DISCREPANCY IN THE LEGAL DESCRIPTION OF THE DIAMOND LAKE URBAN RENEWAL PLAN

Mr. Colley explained the legal description for the Diamond Lake Urban Renewal District Plan area submitted with the original Plan and Report was found to have minor discrepancies within the legal description when compared to that of the County Cartographer. The

04/22/2019

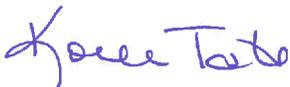
contracted surveyor for the City, with the assistance of City staff, reviewed the legal description and corrected the minor discrepancies to match that of the County Cartographer.

Pursuant to ORS 457.420, the total of all urban renewal areas within a municipality may not exceed 25 percent of the total land area of that municipality. The discrepancy in the legal description is less than a 1% change, keeping the total of urban renewal areas in the City under 25 percent. Because this change is not considered a substantial amendment pursuant to ORS 457.085(2)(i), the Board may adopt these legal description corrections by resolution. Adopting the proposed resolution to correct the legal description will ensure the County Tax Assessor has the most accurate information when moving forward with calculating tax increment revenue for the coming year. In response to Board Member Rich, Mr. Colley confirmed this would not affect the square footage of the plan. This was meant to correct a boundary that did not connect in the description.

Board Member Cotterell moved to adopt Resolution No. UR-19-03. Motion was seconded by Board Member Eggers. Motion passed with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ADJOURNMENT

The meeting adjourned at 8:36 p.m.



Koree Tate
Management Assistant

4/17/19

ROSEBURG URBAN RENEWAL BOARD AGENDA ITEM SUMMARY



ARTS and Signal Interconnect Project Bid Award Recommendation

Meeting Date: April 22, 2019
Department: Public Works
www.cityofroseburg.org

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

ISSUE STATEMENT AND SUMMARY

The City opened bids for the ARTS/Signal Interconnect Improvements. The issue for the Board is whether to award the construction contract.

BACKGROUND

A. Board Action History. None.

B. Analysis. Staff has been working on two different traffic signal projects and made a decision to combine them to increase efficiency and eliminate potential conflicts that may have occurred if the projects were bid separately. Separate bid schedules were used in order to track the costs.

In 2015, the Oregon Department of Transportation implemented the All Roads Transportation Safety Program (ARTS) with the intent of identifying and funding projects that will reduce Fatal and Injury A (serious injury) crashes. The ARTS program has two types of projects – systemic and hotspot. In 2015, the City worked with a consultant to identify projects that were eligible for one or both of these categories. The City submitted two grant applications, both of which were funded and combined into one grant. The ARTS portion of the project includes the following improvements:

- a. A pedestrian activated warning system and raised median refuge on Stephens Street near Roseland Avenue,
- b. Pedestrian countdown signal heads on Stephens Street at Edenbower Blvd., Newton Creek Road and Stewart Parkway,
- c. Pedestrian countdown signal heads on Harvard Avenue at Stewart Parkway, Keady Court, Centennial Drive and Umpqua Street,
- d. Reflectorized signal backplates on all approaches on Stewart Parkway at the Walmart entrance, Renann, Mercy Drive, Aviation Drive and Airport Road,
- e. Convert the Stewart Parkway approach from protected/permitted doghouse signal heads to flashing yellow arrow heads at Mercy Drive, Renann Avenue and Airport Road and to protected-only heads at the Walmart entrance and Aviation Drive.

The Traffic Signal Coordination and Interconnect portion of the project involves the installation of electrical, telecommunications and programming of existing signals on Stewart Parkway from Walmart to Edenbower. The intent is to coordinate and improve green wave timing to reduce traffic congestion and improve corridor efficiency. ODOT will be coordinating the programming with the Contractor and maintaining thereafter under an existing Intergovernmental Agreement with the City.

Bids were opened on April 9, 2019. One bid was received. It was as follows:

#	Bidder	Schedule A Signal Interconnect	Schedule B ARTs	Total Bid
1	Kunert Electric LLC	\$152,752	\$367,077	\$519,829
	<i>Engineer's Estimate</i>	<i>\$160,500</i>	<i>\$316,030</i>	<i>\$476,530</i>

C. Financial and/or Resource Considerations. The City received a grant from ODOT for \$462,946 for the ARTS portion of the project. The matching funds are programmed in the Transportation and Urban Renewal Funds. The Traffic Signal Coordination portion of the project is programmed for Urban Renewal Funding. Total project costs are estimated below.

	Signal Interconnect	ARTS	TOTAL
Design	65,090	46,273	
Construction	152,752	367,077	
Contingency	15,275	36,708	
Construction Mgt/Signal timing	<u>30,000</u>	<u>36,708</u>	
	263,117	486,766	\$749,883

D. Timing Issues. This project involves Urban Renewal Funding. The North Roseburg Urban Renewal Area expires on September 30, 2019. The intent is to get all Urban Renewal funded work completed by August 30, 2019.

BOARD OPTIONS

The Board has the following options:

1. Award the project to the lowest responsible bidder, Kunert Electric LLC for \$519,829;
or
2. Request additional information; or
3. Not award the project.

STAFF RECOMMENDATION

Money has been budgeted and is available to construct the project. The Public Works Commission discussed this project at their April 11th meeting. The Commission recommended awarding the project to the lowest responsible bidder, Kunert Electric LLC, for \$519,829. Staff concurs with this recommendation.

SUGGESTED MOTION

I move to award the ARTS/Signal Interconnect Project to the lowest responsible bidder, Kunert Electric LLC, for \$519,829.

ATTACHMENTS

None