

**ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
JUNE 8, 2020**



City Hall Council Chambers – 900 SE Douglas Avenue
(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 Sheila Cox Bob Cotterell Alison Eggers
Linda Fisher-Fowler Ashley Hicks Brian Prawitz Andrea Zielinski

3. **CONSENT AGENDA**
A. Minutes of September 9, 2019 Meeting

4. **AUDIENCE PARTICIPATION**

5. **PUBLIC HEARING**
A. Resolution No. UR-2020-01 – 2020-21 Budget Adoption

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
September 9, 2019**



A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 7:37 p.m. on Monday, September 9, 2019, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Beverly Cole, Bob Cotterell, Alison Eggers, Ashley Hicks, Brian Prawitz, Tom Ryan and Andrea Zielinski

Absent: Board Member Linda Fisher-Fowler

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

CONSENT AGENDA

Board Member Ryan moved to approve the August 26, 2019 minutes of the Roseburg Urban Renewal Agency Board. The motion was seconded by Board Member Hicks and approved with the following vote: Board Members Cole, Cotterell, Eggers, Hicks, Prawitz, Ryan and Zielinski voted yes. No one voted no.

RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE PROJECT SPECIFIC AGREEMENTS FOR THE URBAN RENEWAL HOUSING INCENTIVE PROGRAMS

Ms. Messenger stated that one of the goals of the Diamond Lake Urban Renewal Plan was to provide housing incentives to promote the development of new affordable, multi-family housing investments within the Plan Area. The approval of the two multi-family incentive programs by the Board in January help meet that goal. Each applicant for the Buydown or In-Lieu-Of incentive program must enter into a project specific agreement with the Urban Renewal Agency. In addition, for the Buydown Program only, the Urban Renewal Agency must enter into a project specific agreement for installment payments with RUSA for the sanitary sewer SDCs. Staff was requesting that the Board adopt a resolution authorizing the City Manager to enter into these project specific agreements for eligible projects in the amount as outlined in the program requirements and funding limits of up to \$5,000 per unit.

As outlined in the Buydown Program agreement, the Urban Renewal Agency would assume responsibility for the SDCs to both the City and RUSA in an amount up to \$5000 per unit. The SDCs for each development will be calculated based on the current fee schedule. As outlined in the In-Lieu-Of Program agreement, the Urban Renewal Agency will assume responsibility for the cost of required public improvements in an amount up to \$5,000 per unit. Several developers have approached the City with proposals in the Diamond Lake Urban Renewal Area that qualify for one of the incentive programs. Authorizing the City Manager to execute the project specific agreements will allow developers to proceed in a timely manner.

06/08/2020

In response to Board Member Hicks, Ms. Messenger explained that at the last meeting, the agreement for the Deer Creek Project was approved, and this option would allow her as City Manager to approve future specific agreements that pertain to the program. This option would reduce wait time for the developers. Ms. Messenger said she would update the Board of all new agreements and could add it to the Friday message.

Board Member Ryan moved to adopt Resolution No. UR-2019-06. The motion was seconded by Board Member Prawitz and approved with the following vote: Board Members Cole, Cotterell, Eggers, Hicks, Prawitz, Ryan and Zielinski voted yes. No one voted no.

ADJOURNMENT

The meeting adjourned at 7:41 p.m.



Koree Tate
Management Assistant

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION UR-2020-01 URBAN RENEWAL AGENCY 2020-21 BUDGET ADOPTION

Meeting Date: June 8, 2020
Department: Finance
www.cityofroseburg.org

Agenda Section: Public Hearing
Staff Contact: Ron Harker
Contact Telephone Number: 541-492-6710

ISSUE STATEMENT AND SUMMARY

Oregon Local Budget Law requires the Urban Renewal Agency of the City of Roseburg to conduct a public hearing on the 2020-21 budget as approved by the Budget Committee on May 12, 2020.

A resolution is required to adopt the budget, authorize appropriations, and request the maximum amount of revenue that may be raised by "division of taxes."

BACKGROUND

A. Board Action History.

The budget is adopted before June 30th and effective July 1st of each year.

B. Analysis.

The budget document was distributed to members of the Budget Committee on May 5, 2020. The budget document was made public by posting on the City website and by making available a hard copy at City Hall on May 5, 2020. The Urban Renewal budget document was presented by staff on May 12, 2020. The Budget Committee deliberated on the proposed budget, sought public input, and approved the budget as presented on May 12, 2020, with no adjustments.

C. Financial/Resource Considerations.

Total requirements for 2020-21 are \$987,316.

D. Timing Considerations.

Budget adoption is required before the beginning of the new fiscal year on July 1, 2020.

AGENCY BOARD OPTIONS

- 1) Adopt the Approved Budget as submitted; or
- 2) Recommend revisions to the Approved Budget; or
- 3) Schedule budget adoption for another meeting prior to July 1, 2020.

If any changes are necessary after the Budget Committee approves the budget, the governing body must make the revisions when adopting the budget.

Per ORS 294.456, the governing body is limited to increasing expenditures in a fund by no more than \$5,000 or 10 percent, whichever is greater, of the approved budget. If a larger expenditure increase is desired, the budget summary is required to be republished and a second public hearing is required prior to July 1, 2020.

STAFF RECOMMENDATION

Upon conclusion of the Public Hearing, it is Staff's recommendation that the Board adopt the attached resolution.

SUGGESTED MOTION

"I move to adopt Urban Renewal Resolution number UR-2020-01 adopting the 2020-2021 Budget, making appropriations, and declaring tax increment financing."

ATTACHMENTS:

Attachment #1 – Resolution UR-20-01

Attachment #2 – Attachment A

RESOLUTION NO. UR-2020-01

A RESOLUTION ADOPTING THE 2020-2021 BUDGET AND MAKING APPROPRIATIONS

WHEREAS, the Budget Committee of the Urban Renewal Agency of the City of Roseburg, Oregon, has approved a proposed budget for the fiscal year commencing July 1, 2020; and

WHEREAS, at a meeting of the Roseburg Urban Renewal Board held on June 8, 2020, a public hearing on said approved budget was duly held after the giving of notice thereof as provided by statutes, proof of which is on file in the Office of the City Recorder of the City;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE URBAN RENEWAL AGENCY OF THE CITY OF ROSEBURG, a public body created under ORS 457.035, that:

- Section 1.** After public hearing conducted on June 8, 2020, the Roseburg Urban Renewal Agency hereby adopts the budget for the fiscal year 2020-2021 in the total of \$987,316, a copy of which is now on file at City Hall.
- Section 2.** The amounts designated for the purposes set forth in "Exhibit A" are appropriated for the purposes and in the amount set forth in that Exhibit.
- Section 3.** The Recorder of said City shall file with the State Treasurer and the Division of Audits of the Secretary of State of the State of Oregon a true copy of the budget as adopted.
- Section 4.** The Roseburg Urban Renewal Board hereby resolves to certify to the County Assessor for the East / Diamond Lake Roseburg Urban Renewal Plan area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.
- Section 5.** This resolution shall be effective immediately upon adoption by the Urban Renewal Agency of the City of Roseburg.

**ADOPTED BY THE ROSEBURG URBAN RENEWAL AGENCY AT ITS MEETING ON THE
8TH DAY OF JUNE, 2020.**

**Larry Rich, Chair, Urban Renewal
Agency of the City of Roseburg, Oregon**

EXHIBIT "A"
2020-2021 BUDGET APPROPRIATIONS

URBAN RENEWAL GENERAL FUND

◆ Transfers	<u>200,000</u>	\$	200,000
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URBAN RENEWAL CAPITAL PROJECTS-DIAMOND LAKE FUND

◆ Materials and Services	204,517		
◆ Capital Outlay	<u>100,000</u>		<u>304,517</u>

TOTAL BUDGET APPROPRIATIONS		<u>\$</u>	<u>504,517</u>
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This budget also includes reserves
for expenditures as follows:

General Fund	274,109		
Capital Projects	<u>208,690</u>		<u>482,799</u>

TOTAL BUDGET		<u>\$</u>	<u>987,316</u>
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