

**ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
JUNE 12, 2023**



LA
6-8-2023

**City Hall Council Chambers
900 SE Douglas Avenue
Roseburg, Oregon 97470**

Public Access:

City website at <https://www.cityofroseburg.org/your-government/mayor-council/council-videos>
Facebook Live at www.Facebook.com/CityofRoseburg

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

1. **CALL TO ORDER:** Larry Rich, Chairperson
 2. **ROLL CALL OF BOARD MEMBERS**

Shelley Briggs Loosley	David Mohr	Ellen Porter	Brian Prawitz
Kylee Rummel	Patrice Sipos	Ruth Smith	Andrea Zielinski
 3. **CONSENT AGENDA**
 - A. March 13, 2023 Meeting Minutes
 4. **DEPARTMENT ITEM**
 - A. Resolution No. UR2023-02: 2023-2024 Budget Adoption
 5. **AUDIENCE PARTICIPATION**
 6. **ADJOURNMENT**
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***** 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.

**MINUTES OF THE ROSEBURG
URBAN RENEWAL AGENCY BOARD MEETING
March 13, 2023**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:01 p.m. on Monday, March 13, 2023, City Hall Council Chambers at 900 SE Douglas Avenue in Roseburg, Oregon.

ROLL CALL

Present: Board Members Shelley Briggs Loosley, Ellen Porter, Brian Prawitz, Kylee Rummel, Ruth Smith and Andrea Zielinski

Absent: Board Member Patrice Sipos and David Mohr

Others Present: City Manager Nikki Messenger, Assistant City Manager/City Recorder Amy Sowa, City Recorder Patty Hitt, City Attorney Jim Forrester, Finance Director Ron Harker, Human Resources Director John VanWinkle, Community Development Director Stuart Cowie, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Public Works Director Dawn Easley, Communications Specialist Suzanne Hurt and Management Assistant Autumn David.

CONSENT AGENDA

Board Member Briggs Loosley moved to approve the minutes of the June 13, 2022 Meeting. The motion was seconded by Board Member Zielinski and approved with the following vote: Councilors Briggs Loosley, Porter, Prawitz, Rummel, Smith and Zielinski voted yes. No one voted no.

DEPARTMENT ITEM – RESOLUTION NO. UR-2023-01 – APPROVING A PROPERTY TAX EXEMPTION FOR OPPORTUNITY COUNCIL PROPERTY LOCATED AT 152 SUNSHINE ROAD IN ROSEBURG, OREGON.

Sowa stated that in In 2019, Wishcamper Development Partners contacted the City regarding a low-income housing project being planned in partnership with Opportunity Council, a 501(c)(3) nonprofit corporation, on Sunshine Road located within the Diamond Lake Urban Renewal Area. They applied for and were granted through adoption of Resolution No. 2022-06, tax exemption status under ORS 307.540 to 307.547. The property to be benefited by such exemption consists of a 144-unit affordable housing project, which is to be used exclusively by low-income persons with income under 60% of the Douglas County area median income.

In order to continue to qualify for tax exemption in the upcoming tax year, Opportunity Council must apply annually prior to March 1. An application was received by the City on February 24, 2023. The criteria to qualify for the tax exemption under ORS 307.541 include:

- The property is owned by a 501(c)(3) corporation; and
- The property is occupied by low income persons; and
- The property, if occupied, is actually and exclusively used for the purposes described in which they qualified as a 501(c)(3) organization.

06/12/2023

Staff finds the applicant qualifies under ORS 307.540 to 307.547 for the requested tax exemption for non-profit low-income housing. Per statute, the governing body must make a determination on whether the applicant qualifies for the exemption within 30 days of receipt of the application – March 26, 2023.

The exemption granted under the statutes noted above applies to all taxing districts in which the property is located, and must be approved by jurisdictions equaling 51% or more of the total combined rate of taxation. The property is located in the Diamond Lake Urban Renewal District and the combined rate of taxation of the City of Roseburg and Roseburg Urban Renewal Agency meet that requirement; therefore, the governing bodies of each must approve the request.

Board Member Zielinski moved to adopt Resolution No. UR2023-01, approving a property tax exemption for Opportunity Council property located at 152 Sunshine Road in Roseburg, Oregon. The motion was seconded by Board Member Rummel and approved with the following vote: Board Members Briggs Loosley, Porter, Prawitz, Rummel, Smith and Zielinski voted yes. No one voted no. Chair Rich declared Resolution No. UR2023-01 as adopted.

ADJOURNMENT

The meeting adjourned at 8:03 p.m.



Amy L. Sowa
Assistant City Manager/Recorder

ROSEBURG CITY COUNCIL AGENDA ITEM SUMMARY



RESOLUTION UR-2023-02 URBAN RENEWAL AGENCY 2023-24 BUDGET ADOPTION

Meeting Date: June 12, 2023
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 2023-24 budget as approved by the Budget Committee on May 9, 2023.

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 2, 2023. The budget document was made public by posting on the City website and by making available a hard-copy at City Hall on May 2, 2023. The Urban Renewal budget document was presented by staff on May 9, 2023. The Budget Committee deliberated on the proposed budget, sought public input and approved the budget as presented on May 9, 2023 with no adjustments.

C. Financial/Resource Considerations.

Total requirements for 2023-24 are \$2,890,918.

D. Timing Considerations.

Budget adoption is required before the beginning of the new fiscal year on July 1, 2023.

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, 2023.

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, 2023.

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-2023-02 adopting the 2023-2024 Budget, making appropriations, and declaring tax increment financing."

ATTACHMENTS:

Attachment #1 – Resolution UR-23-02

Attachment #2 – Exhibit A

RESOLUTION NO. UR-2023-02

A RESOLUTION ADOPTING THE 2023-2024 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, 2023; and

WHEREAS, at a meeting of the Roseburg Urban Renewal Board held on June 12, 2023, 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 12, 2023, the Roseburg Urban Renewal Agency hereby adopts the budget for the fiscal year 2023-2024 in the total of \$2,890,918, 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
12TH DAY OF JUNE, 2023.**

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

EXHIBIT "A"
2023-2024 BUDGET APPROPRIATIONS

URBAN RENEWAL GENERAL FUND

◆ Transfers	<u>800,000</u>	\$ 800,000
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URBAN RENEWAL CAPITAL PROJECTS-DIAMOND LAKE FUND

◆ Materials and Services	251,474	
◆ Capital Outlay	<u>200,000</u>	451,474

TOTAL BUDGET APPROPRIATIONS		<u>\$ 1,251,474</u>
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This budget also includes reserves
for expenditures as follows:

General Fund	488,001	
Capital Projects	<u>1,151,443</u>	<u>1,639,444</u>

TOTAL BUDGET		<u>\$ 2,890,918</u>
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