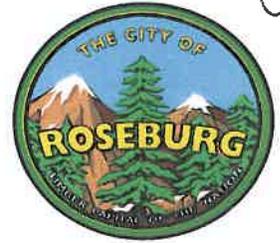


**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
June 10, 2019



✓

**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 May 13, 2019 Meeting
  
  4. **AUDIENCE PARTICIPATION**
  
  5. **PUBLIC HEARING**  
A. Resolution No. UR-2019-05 – 2019-2020 Budget Adoption
  
  6. **ADJOURNMENT**

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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  
May 13, 2019**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:51 p.m. on Monday, May 13, 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, Tom Ryan and Andrea Zielinski

Absent: Board Member Brian Prawitz

Others Present: City Manager Pro-Tem Nikki Messenger, City Recorder Amy Sowa, City Attorney Bruce Coalwell, Human Resources Director John VanWinkle, Police Chief Gary Klopfenstein, Fire Chief Gary Garrisi, Community Development Director Stuart Cowie, Library Director Kris Wiley, Management Assistant Koree Tate, Kyle Bailey of KQEN Radio and Max Egener of the News Review.

CONSENT AGENDA

Board Member Ryan moved to approve the following Consent Agenda items:

- A. Minutes of April 22, 2019 Meeting
- B. Stewart Parkway - Edenbower to Aviation Construction Management Task Order Authorization
- C. Downtown Street Lighting Improvements, Phase 3 Project
- D. Resident Observation Master Contract Award
- E. Stewart Parkway Pavement Rehabilitation Edenbower to Aviation Bid Award Recommendation

The motion was seconded by Board Member Cotterell and approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Ryan and Zielinski voted yes. No one voted no.

RESOLUTION NO. UR-2019-04 – PROPERTY TAX EXEMPTION FOR UCAN PROPERTIES AT 928 AND 932 SE PINE STREET

Ms. Sowa explained the Urban Renewal Agency received a letter from UCAN (United Community Action Network) requesting a tax exemption for low-income housing at 928 and 932 SE Pine Street. In 1997, the Roseburg City Council adopted a resolution approving a 20-year exemption to UCAN for the above referenced properties. At that time, over 51 percent of the tax was designated for the City of Roseburg, so only the approval of the City Council was required to fully exempt the property. UCAN was recently notified by the Douglas County Assessor's office that changes to the code area had dropped the City's portion to below 51% and that to obtain a full exemption, they would need an additional approval from the Urban Renewal Agency Board as that would increase the percentage in the code area over 51%, providing the full exemption.

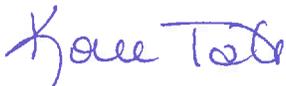
The exemption for these properties would have no financial impact on the City as it would simply extend the previous exemption that was originally approved in 1997. In response to

Board Member Hicks, Ms. Sowa confirmed this was a tax exemption just for these two properties.

Board Member Ryan moved to adopt Resolution No. UR-2019-04. The motion was seconded by Board Member Zielinski and approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Ryan and Zielinski voted yes. No one voted no.

ADJOURNMENT

The meeting adjourned at 8:53 p.m.



Koree Tate  
Management Assistant



## ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY

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### RESOLUTION UR-2019-05 URBAN RENEWAL AGENCY 2019-20 BUDGET ADOPTION

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Meeting Date: June 10, 2019  
Department: Finance  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

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

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#### 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 2019-20 budget as approved by the Budget Committee on May 14, 2019.

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 30<sup>th</sup> and effective July 1<sup>st</sup> of each year.

##### B. Analysis.

The Urban Renewal budget document and message was presented by Finance Director Harker on May 7, 2019. The Budget Committee deliberated on the proposed budget, sought public input and approved the budget as presented on May 14, 2019 with no adjustments.

##### C. Financial/Resource Considerations.

Total requirements for 2019-20 are \$2,528,782.

##### D. Timing Considerations.

Budget adoption is required before the beginning of the new fiscal year on July 1, 2019.

#### 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, 2019.

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, 2019.

**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-2019-05 adopting the 2019-2020 Budget, making appropriations, and declaring tax increment financing."***

**ATTACHMENTS:**

Attachment #1 – Resolution UR-2019-05

Attachment #2 – Exhibit A

**RESOLUTION NO. UR-2019-05**

**A RESOLUTION ADOPTING THE 2019-2020 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, 2019; and

**WHEREAS**, at a meeting of the Roseburg Urban Renewal Board held on June 10, 2019, 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 10, 2019, the Roseburg Urban Renewal Agency hereby adopts the budget for the fiscal year 2019-2020 in the total of \$2,528,782, 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  
10<sup>TH</sup> DAY OF JUNE, 2019.**

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

EXHIBIT "A"  
2019-2020 BUDGET APPROPRIATIONS

URBAN RENEWAL GENERAL FUND

◆ Transfers	<u>679,837</u>	\$ 679,837
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URBAN RENEWAL CAPITAL PROJECTS FUND

◆ Materials and Services	220,073	
◆ Capital Outlay	<u>1,265,872</u>	1,485,945

URBAN RENEWAL CAPITAL PROJECTS-DIAMOND LAKE FUND

◆ Materials and Services	115,793	
◆ Capital Outlay	<u>86,207</u>	202,000

TOTAL BUDGET APPROPRIATIONS		<u>\$ 2,367,782</u>
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This budget also includes reserves  
for expenditures as follows:

General Fund	1,000	
Capital Projects	<u>160,000</u>	<u>161,000</u>

TOTAL BUDGET		<u>\$ 2,528,782</u>
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