

**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
July 22, 2019



**City Hall Council Chambers**

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

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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 June 10, 2019 Meeting
  
  4. **AUDIENCE PARTICIPATION**
  
  5. **DEPARTMENT ITEMS**  
A. Intergovernmental Agreement with City of Roseburg Regarding SDC Payments  
B. Intergovernmental Agreement with Roseburg Urban Sanitary Authority (RUSA) Regarding SDC Payments
  
  6. **ADJOURNMENT**

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**MINUTES OF THE ROSEBURG  
URBAN RENEWAL AGENCY BOARD MEETING  
June 10, 2019**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 9:16 p.m. on Monday, June 10, 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, Tom Ryan and Andrea Zielinski.

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, Finance Director Ron Harker, Community Development Director Stuart Cowie, Library Director Kris Wiley and Management Assistant Koree Tate.

CONSENT AGENDA

Board Member Ryan moved to approve the May 13, 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, Fisher-Fowler, Hicks, Prawitz, Ryan and Zielinski voted yes. No one voted no.

PUBLIC HEARING FOR RESOLUTION UR-2019-05 – URBAN RENEWAL AGENCY 2019-20 BUDGET ADOPTION

Board Chair Rich opened the public hearing at 9:16 p.m. Mr. Harker explained the budget is adopted before June 30<sup>th</sup> and effective July 1<sup>st</sup> of each year. He presented the Urban Renewal budget document and message 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. The total requirement for 2019-20 was \$2,528,782.00.

As no one else wished to speak, Board Chair Rich closed the public hearing at 9:19 p.m. Board Member Ryan moved to adopt Urban Renewal Resolution No. UR-2019-05 adopting the 2019-2020 Budget, making appropriations, and declaring tax increment financing. The motion was seconded by Board Member Prawitz and approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz, Ryan and Zielinski voted yes. No one voted no.

ADJOURNMENT

The meeting adjourned at 9:19 p.m.



Koree Tate  
Management Assistant

## ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY



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### INTERGOVERNMENTAL AGREEMENTS BETWEEN ROSEBURG URBAN RENEWAL AGENCY AND ROSEBURG URBAN SANITARY AUTHORITY; AND ROSEBURG URBAN RENEWAL AGENCY AND CITY OF ROSEBURG

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**Meeting Date:** July 22, 2019  
**Department:** CDD/Administration  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section:** Department Items  
**Staff Contact:** Stuart Cowie/Amy Sowa  
**Contact Telephone Number:** 541-492-6750

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#### ISSUE STATEMENT AND SUMMARY

As part of the program to provide system development charge (SDC) incentives for multi-family housing in the Diamond Lake Urban Renewal Plan Area, the Roseburg Urban Renewal Agency must enter into an intergovernmental agreement (IGA) with Roseburg Urban Sanitary Authority (RUSA) and the City of Roseburg (City) to allow deferred SDC payments.

#### BACKGROUND

##### A. Board Action History.

- July 9, 2018 – Council adopted Ordinance 3502 approving formation of the Diamond Lake Urban Renewal Plan. In conjunction with Council's goals to support housing in our community, one of the elements of the Plan was to provide housing incentives, in particular, multi-family housing incentives.
- November 26, 2018 – Staff presented four options for housing incentive programs to the Urban Renewal Agency Board: System Development Charges (SDC) Buydown; In-Lieu-Of for Public Improvements; Direct Cash Offset; and Construction of Public and Frontage Improvements by the City. The Board directed Staff to refine the SDC Buydown and In-Lieu-Of programs and bring them back for Board consideration.
- January 14, 2019 – The Urban Renewal Agency Board adopted a resolution adopting Housing Incentive Programs for the Diamond Lake Urban Renewal Plan area: Multi-Family Housing SDC Buydown Incentive Program and Multi-Family Housing In Lieu Of Incentive Program.

##### B. Analysis.

The Urban Renewal Agency Multi-Housing Systems Development Charge Buydown Program provides for the reduction of SDC fees to qualified developers or projects during the site review permitting process. The property owner will enter into a SDC Deferral

Agreement with the City, and then the Urban Renewal Agency will assume responsibility for applicable SDCs up to \$5,000 per unit.

During the first years of the Diamond Lake Urban Renewal plan (Plan), funds may not be available to cover the cost of the Urban Renewal Agency's portion of the SDCs for larger developments. In order for the Urban Renewal Agency to cover those costs, it will be necessary to enter into an intergovernmental agreement (IGA) with both RUSA and the City for installment payments. The IGAs would allow the Urban Renewal Agency to pay their portion of the SDCs in installments of up to 5 years (City) and 10 years (RUSA).

**C. Financial/Resource Considerations.**

Having the ability to pay the SDCs in installments would allow the Urban Renewal Agency to provide this incentive to developers without depleting the urban renewal tax increment funds during the early years of the Plan.

**D. Timing Considerations.**

Staff has received inquiries about the Multi-Family Housing SDC Buydown Program from developers interested in building multi-family housing in the Diamond Lake Urban Renewal Plan area. To move forward with the program, these agreements must be in place.

**BOARD OPTIONS**

Board has the following options:

- Authorize the IGAs between the Roseburg Urban Renewal Agency and RUSA, and the Roseburg Urban Renewal Agency and City.
- Direct Staff to make changes to the IGAs
- Do nothing

**STAFF RECOMMENDATION**

Staff recommends Urban Renewal Agency Board authorize the IGAs between the Roseburg Urban Renewal Agency and RUSA, and the Roseburg Urban Renewal Agency and City.

**SUGGESTED MOTIONS**

***I MOVE TO AUTHORIZE THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE ROSEBURG URBAN RENEWAL AGENCY AND RUSA REGARDING SDC DEFERRAL PAYMENTS.***

***I MOVE TO AUTHORIZE THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE ROSEBURG URBAN RENEWAL AGENCY AND CITY REGARDING SDC DEFERRAL PAYMENTS.***

**ATTACHMENTS:**

None