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**ROSEBURG URBAN RENEWAL AGENCY**  
**BOARD MEETING AGENDA**  
August 26, 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 Ashley Alison Eggers            Linda Fisher-Fowler  
Hicks            Brian Prawitz            Tom Ryan            Andrea Zielinski
  
  3. **CONSENT AGENDA**  
A. Minutes of July 22, 2019 Meeting
  
  4. **AUDIENCE PARTICIPATION**
  
  5. **DEPARTMENT ITEMS**  
A. Housing Incentive Program Agreements
  
  6. **ADJOURNMENT**
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**MINUTES OF THE ROSEBURG  
URBAN RENEWAL AGENCY BOARD MEETING  
July 22, 2019**



A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 8:08 p.m. on Monday, July 22, 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 Tom Ryan

Absent: Board Member Andrea Zielinski

Others Present: City Manager Pro-Tem Nikki Messenger, 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 June 10, 2019 minutes of the Roseburg Urban Renewal Agency Board. The motion was seconded by Board Member Cotterell and approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Ryan voted yes. No one voted no.

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

Mr. Cowie explained 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 would 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). 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.

Staff had 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.

08/26/2019

Board Member Ryan moved to authorize the intergovernmental agreement between the Roseburg Urban Renewal Agency and RUSA regarding SDC deferral payments. The motion was seconded by Board Member Prawitz and approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Ryan voted yes. No one voted no.

Board Member Ryan moved to authorize the intergovernmental agreement between the Roseburg Urban Renewal Agency and City regarding SDC deferral payments. The motion was seconded by Board Member Fisher-Fowler and approved with the following vote: Board Members Cole, Cotterell, Eggers, Fisher-Fowler, Hicks, Prawitz and Ryan voted yes. No one voted no.

ADJOURNMENT

The meeting adjourned at 8:09 p.m.



Koree Tate  
Management Assistant



## ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY

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### HOUSING INCENTIVE PROGRAM AGREEMENTS

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**Meeting Date: August 26, 2019**  
**Department: Administration**  
[www.cityofroseburg.org](http://www.cityofroseburg.org)

**Agenda Section: Department Items**  
**Staff Contact: Amy Sowa**  
**Contact Telephone Number: 541-492-6866**

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#### ISSUE STATEMENT AND SUMMARY

The first development to take advantage of the Urban Renewal Agency Multi-Family Housing Systems Development Charge (SDC) Buydown Program (Buydown Program) has completed their application and is prepared to enter into an agreement with the Urban Renewal Agency to buydown their SDCs.

#### BACKGROUND

##### **A. Board Action History.**

On January 14, 2019, the Urban Renewal Agency adopted Resolution UR 2019-01, approving the Multi-Family Housing Systems Development Charge (SDC) Buydown Program and Multi-Family In-Lieu-Of Incentive Program to encourage multi-family housing development in the newly formed Diamond Lake Urban Renewal Area. On July 22, 2019, the Board authorized Intergovernmental Agreements with the City and with Roseburg Urban Sanitary Authority to facilitate the Buydown Program.

##### **B. Analysis.**

NeighborWorks Umpqua has submitted their site plan and building permit application for the Deer Creek Project, a 68-unit multi-family housing development located in the Diamond Lake Urban Renewal Area. This project qualifies for the Multi-Family Housing Systems Development Charge (SDC) Buydown Program and NeighborWorks Umpqua has applied to receive the buydown incentive.

To complete their application for the Buydown Program, NeighborWorks Umpqua must enter into an agreement with the Urban Renewal Agency, and the Urban Renewal Agency must enter into a project specific agreement for installment payments with Roseburg Urban Sanitary Authority (RUSA) for the sanitary sewer SDCs. These agreements will be required for each development that applies to use the incentive program and are specific to each project.

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

As outlined in the Buydown Program agreement, the Urban Renewal Agency will assume responsibility for the SDCs to both the City and RUSA in an amount of up to \$5000 per

unit. The maximum buydown for this project is \$340,000. The actual SDCs identified for the project that will be assumed by the Urban Renewal Agency are as follows:

City Water, Storm, Transportation, Parks SDCs	\$140,355.52
RUSA SDCs	<u>\$174,012.00</u>
<i>Total</i>	<u>\$314,367.52</u>

**D. Timing Considerations.**

NeighborWorks Umpqua is ready to move forward with this project. Approval of these agreements will allow them to proceed as quickly as possible.

**BOARD OPTIONS**

The Board has the following options:

- Authorize the City Manager Pro-Tem to negotiate and sign the project specific agreements between NeighborWorks Umpqua and the Urban Renewal Agency, and between RUSA and the Urban Renewal Agency; or
- Request additional information; or
- Do nothing

**STAFF RECOMMENDATION**

Staff recommends the Board authorize the City Manager Pro-Tem to negotiate and sign the project specific agreements between NeighborWorks Umpqua and the Urban Renewal Agency, and between RUSA and the Urban Renewal Agency

**SUGGESTED MOTION**

*I move to Authorize the City Manager Pro-Tem to negotiate and sign the project specific SDC Buydown agreements between NeighborWorks Umpqua and the Urban Renewal Agency, and between RUSA and the Urban Renewal Agency for the Deer Creek 68-unit multi-family housing project.*

**ATTACHMENTS:**

None