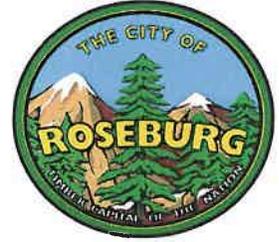


**ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
September 9, 2019**



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 August 26, 2019 Meeting

 4. **AUDIENCE PARTICIPATION**

 5. **RESOLUTIONS**
 - A. Resolution No. UR-2019-06 – Authorizing City Manager to Execute Project Specific Agreements for the Urban Renewal Housing Incentive Programs

 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
August 26, 2019**

A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 9:31 p.m. on Monday, August 26, 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, Management Assistant Koree Tate and Max Egener of the News Review.

CONSENT AGENDA

Board Member Ryan moved to approve the July 22, 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.

HOUSING INCENTIVE PROGRAM AGREEMENTS

Ms. Messenger explained 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 would be required for each development that applies to use the incentive program and are specific to each project. 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 of up to \$5,000.00 per unit. The maximum buydown for this project is \$340,000.00. NeighborWorks Umpqua is ready to move forward with this project. Approval of these agreements would allow them to proceed as quickly as possible. In response to Mayor Rich, Ms. Messenger confirmed RUSA was on board with the program.

Board Member Ryan moved 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. 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.

ADJOURNMENT

The meeting adjourned at 9:34 p.m.



Koree Tate
Management Assistant



ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY

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

Meeting Date: September 9, 2019

Department: Administration

www.cityofroseburg.org

Agenda Section: Resolutions

Staff Contact: Amy Sowa

Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

There has been increased interest by developers in applying for the Urban Renewal Agency incentive programs for multi-family housing development in the Diamond Lake Urban Renewal Area. The goal is to process those applications and the applicable agreements as efficiently as possible to encourage development.

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 Buydown Program (Buydown Program) and Multi-Family In-Lieu-Of (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 (RUSA) to facilitate the programs.

On August 26, 2019, the Board authorized the City Manager to 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.

B. Analysis.

One of the goals of the Diamond Lake Urban Renewal Plan is 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 is 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.

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 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.

For both programs, costs above \$5,000 per unit will be the responsibility of the applicant.

D. Timing Considerations.

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.

BOARD OPTIONS

The Board has the following options:

- Adopt Resolution No. UR-2019-06, delegating authority to the City Manager to enter into project specific agreements associated with the Urban Renewal Multi-Housing Incentive programs; or
- Request additional information; or
- Do nothing

STAFF RECOMMENDATION

Staff recommends the Board adopt Resolution No. UR-2019-06 delegating authority to the City Manager to enter into project specific agreements associated with the Urban Renewal Multi-Housing Incentive programs, within the program guidelines and payment parameters.

SUGGESTED MOTION

I move to Adopt Resolution No. UR-2019-06.

ATTACHMENTS:

Resolution No. UR-2019-06

RESOLUTION NO. UR-2019-06

**A RESOLUTION REGARDING CITY MANAGER'S AUTHORITY TO ENTER INTO
PROJECT SPECIFIC AGREEMENTS RELATING TO THE URBAN RENEWAL
AGENCY MULTI-FAMILY HOUSING SYSTEMS DEVELOPMENT CHARGE (SDC)
BUYDOWN PROGRAM AND URBAN RENEWAL AGENCY MULTI-FAMILY
HOUSING IN-LIEU-OF INCENTIVE PROGRAM**

WHEREAS, On January 14, 2019, the Urban Renewal Agency adopted Resolution UR 2019-01, approving the Multi-Family Housing Systems Development Charge Buydown Program (Buydown Program) and Multi-Family In-Lieu-Of (In-Lieu-Of) Incentive Program to encourage multi-family housing development in the newly formed Diamond Lake Urban Renewal Plan Area (Plan Area); and

WHEREAS, On July 22, 2019, the Board authorized Intergovernmental Agreements with the City and with Roseburg Urban Sanitary Authority to facilitate the Buydown Program; and

WHEREAS, the two incentive programs approved by the Board address the Diamond Lake Urban Renewal Plan goal of providing incentives to promote the development of new affordable multi-housing housing within the Plan Area; and

WHEREAS, 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 Roseburg Urban Sanitary Authority (RUSA) for the sanitary sewer SDCs; and

WHEREAS, Authorizing the City Manager to execute the project specific agreements for these programs will allow development to occur in a timely and efficient manner.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF THE ROSEBURG URBAN RENEWAL AGENCY that:

Section 1. The Urban Renewal Agency Board directs and hereby delegates authority to the City Manager to enter into project specific agreements associated with the Urban Renewal Multi-Housing Incentive programs, within the program guidelines and payment parameters, in which the City Manager is otherwise prepared to enter into on behalf of the Agency; and the Board hereby ratifies all such provisions heretofore entered into.

Section 2. This resolution shall become effective immediately upon adoption by the Roseburg Urban Renewal Agency Board.

**ADOPTED BY THE ROSEBURG URBAN RENEWAL AGENCY BOARD AT ITS REGULAR
MEETING ON THE 9TH DAY OF SEPTEMBER, 2019.**

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