

MINUTES OF THE PROCEEDINGS OF THE URBAN RENEWAL AGENCY BUDGET COMMITTEE

April 10, 2018

The minutes of the proceedings of a budget committee meeting of the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon, held at 6:00 pm in the City Hall Council Chambers - 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Committee Members attending were Joe Benetti, Curt Benward, Melissa Cribbins, Lucinda DiNovo, Drew Farmer, Harold (Ken) Folker, Jennifer Groth, Steven Horne, Stephanie Kilmer, Stephanie Kramer, Phil Marler, Roy Metzger, Joe Monahan, and Patrick Terry. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Interim Deputy Finance Director Nicki Rutherford, Finance Assistant Melissa Olson, Fire Chief Mark Anderson, Library Director Sami Pierson, ESO Coordinator Jennifer Croft, Police Chief Gary McCullough, Police Captain Chris Chapanar, and Public Works and Community Development Director Jim Hossley.

Welcome and Introductions by City Manager Rodger Craddock

Council Members, Budget Committee Members, and Staff introduced themselves.

Overview of Municipal Budgeting in Oregon

City Manager Rodger Craddock provided an overview of municipal budgeting in Oregon.

Election of Officers

Committee Member DiNovo nominated Jennifer Groth as Chair. Committee Member Benward seconded the motion which carried with Committee Members Benetti, Benward, Cribbins, DiNovo, Farmer, Folker, Groth, Horne, Kilmer, Kramer, Marler, Metzger, Monahan, and Terry voting aye.

Committee Member DiNovo nominated Melissa Cribbins as Vice-Chair. Committee Member Farmer seconded the motion which carried with Chair Groth and Committee Members Benetti, Benward, Cribbins, DiNovo, Farmer, Folker, Horne, Kilmer, Kramer, Marler, Monahan, and Terry voting aye. Committee Member Metzger voted nay.

Committee Member Kramer nominated Roy Metzger as Secretary. Committee Member Marler seconded the motion which carried with Chair Groth and Committee Members Benetti, Benward, Cribbins, DiNovo, Farmer, Folker, Horne, Kilmer, Kramer, Marler, Monahan, and Terry voting aye. Committee Member Metzger voted nay.

Public Comments

No comments were made.

Presentation of the Budget Message by Budget Officer Rodger Craddock

City Manager Rodger Craddock presented the budget message for fiscal year (FY) 2018-2019 as attached and hereby made part of the record. City Manager Craddock reported the proposed Urban Renewal Agency (URA) budget was a combined total of \$11,007,115 with planned expenditures balancing total revenues. City Manager Craddock provided a general overview of the budget funds and categories and noted both the Downtown and Empire Districts were financially sound. Significant highlights of the proposed budget included a combined total of materials and services and capital project expenditures of \$6,244,167 for both districts; Downtown totaling \$3,573,007 and Empire totaling \$2,671,160. Proposed projects and programs included: \$250,000 for Downtown and \$100,000 Empire Façade programs. Other projects budgeted for the Downtown District included \$2,860 for property acquisition / blighted property economic development, \$150,000 for sidewalk rehabilitation, \$175,000 for Hwy 101 Bayshore/Broadway beautification project, and \$50,000 for Front Street enhancements; other projects budgeted for the Empire District included \$750,000 for Hollering Place related development.

City Manager Craddock stated the proposed budget included the imposition of a citywide urban renewal special levy option pursuant to ORS 457.435(2). City Manager Craddock recommended the budget committee impose the Urban Renewal Agency's maximum 100% amount from the division of taxes and should the budget committee wish to impose the special levy, he recommended a limitation of 28% of the plan's maximum authority, and limit it to the Downtown Plan area. Imposing more would likely have an adverse effect on the City's General Fund as well as the overlapping taxing districts due to compression as a result of Measure 5.

Review of the Proposed Budget for Fiscal Year 2018/2019

Chair Groth briefly explained the procedures for going through the proposed budget and the procedures for redlining items. The Committee reviewed each fund in the URA budget, no suggested changes were made.

Approval of Option 1 for Method used in Collecting Urban Renewal Property Taxes, Pursuant to ORS 457.435(2)(a)

Committee Member Cribbins moved to approve selecting "Option 1" pursuant to ORS 457.435 (2)(a) as the method used to collect urban renewal property taxes. Committee Member DiNovo seconded the motion which carried with Chair Groth and Committee Members Benetti, Benward, Cribbins, DiNovo, Farmer, Folker, Horne, Kilmer, Kramer, Marler, Metzger, Monahan, and Terry voting aye.

Approval to Impose Urban Renewal Agency's Maximum 100% Amount from the Division of Taxes and Special Levy Option Levy at 28% for the Downtown District

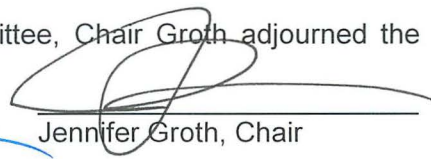
Committee Member Benward moved to approve imposing the Urban Renewal Agency's maximum 100% amount from the division of taxes and to impose the special levy option in the Downtown Plan area and limit it to 28% of the plan's maximum authority. Committee Member Kramer seconded the motion. Committee Member Farmer amended the motion to restrict the special levy funds collected for street repairs only. Committee Member Kramer re-seconded the motion as amended which carried with Chair Groth and Committee Members Benetti, Benward, Cribbins, DiNovo, Farmer, Folker, Horne, Kilmer, Kramer, Marler, Metzger, Monahan, and Terry voting aye.

Approval of Fiscal Year 2018-2019 Budget

Committee Member Metzger moved to approve the fiscal year 2018-2019 Urban Renewal budget and forward it to the Urban Renewal Agency for adoption at the June 5, 2018 Urban Renewal Agency meeting. Committee Member DiNovo seconded the motion which carried with Chair Groth and Committee Members Benetti, Benward, Cribbins, DiNovo, Farmer, Folker, Horne, Kilmer, Kramer, Marler, Metzger, Monahan, and Terry voting aye.

Adjourn

There being no further business to come before the Committee, Chair Groth adjourned the meeting.



Jennifer Groth, Chair

Attest: 
Roy Metzger, Secretary