



FAIRVIEW URBAN RENEWAL AGENCY

Zoom Meeting

Join: <https://us06web.zoom.us/j/85627421781>

Meeting ID: 856 2742 1781

Passcode: 1908

Join by Phone: 253-215-8782

WEDNESDAY, JUNE 16, 2021

1. Call to Order 5:45 PM
Roll Call
2. Review and Adopt Minutes: January 20, 2021 (URP 2) (A)
3. **Public Hearing:** Adopt the Fiscal Year 2021-22 Budget and Make Appropriations: (A)
Resolution 2-2021 (URP 3-6)
4. Authorize Raising the Maximum Amount of all Available Property Taxes Applicable to the (A)
Incremental Values in the Boundaries of the Fairview Urban Renewal District: Resolution 3-2021
(URP 7)
5. Adjournment (A)

INSTRUCTIONS TO CITIZENS FOR PUBLIC TESTIMONY REGARDING AGENDA ITEMS

Citizens wishing to testify during this meeting are asked to notify the Finance Director, Lesa Folger at 503-674-6247 or email (folgerl@ci.fairview.or.us) at least 24 hours prior to the start of the meeting. The City strongly encourages individuals, who have the ability, to submit their testimony in writing 24-hours in advance to the Finance Director to ensure delivery of the testimony to the Board. Persons unable to provide written comments in advance are encouraged to notify the Finance Director 24-hours in advance of the meeting so alternative arrangements may be made.

(A) Action requested (I) Information only

MINUTES
CITY OF FAIRVIEW
URBAN RENEWAL AGENCY

January 20, 2021 - Zoom Meeting

Agency Members

Brian Cooper, Board Chair
Wendy Lawton
Steve Marker (Excused)
Keith Kudrna
Balwant Bhullar
Steve Owen
Darren Riordan

Staff

Nolan Young, City Administrator
Allan Berry, Public Works Director
Lesa Folger, Finance Director
Heather Martin, City Attorney
Devree Leymaster, City Recorder

1. Call to Order – 8:35 PM
Roll Call

2. Review and Adopt Minutes: November 4, 2020

Member Riordan moved to approve the minutes and Member Kudrna seconded. The motion passed unanimously.

AYES: 6
NOES: 0
ABSTAINED: 0

3. Accept the Annual Report for the Fiscal Year Ending June 30, 2020 and Direct the City Administrator to Distribute it to the Taxing Districts Affected by the Agency's Urban Renewal Plan: Resolution 1-2021

City Administrator Young explained the Agency is required to file an annual report detailing an accounting of its fiscal activities for the prior fiscal year. Once the report is accepted by the Agency it will be distributed to local taxing districts that forgo property tax revenue to the URA.

Member Owen moved to approve Resolution 1-2021 and Member Kudrna seconded. The motion passed by majority.

AYES: 6
NOES: 0
ABSTAINED: 0

- 4.. Adjournment

Member Kudrna moved to adjourn the meeting and Member Riordan seconded. The motion passed, and the meeting adjourned at 8:39 PM.

AYES: 6
NOES: 0
ABSTAINED: 0

Devree Leymaster
City Recorder

Brian Cooper
Board Chair

Date of Signing



AGENDA STAFF REPORT

CITY COUNCIL MEETING DATE	AGENDA ITEM #	REFERENCE NUMBER
June 16, 2021	3.	2021-2 & 3

TO: Fairview Urban Renewal Agency Board
FROM: Lesa Folger, Finance Director
THRU: Nolan K. Young, City Administrator
DATE: June 9, 2021

ISSUE:
 Adoption of Fiscal Year 2021-22 Budget

BACKGROUND:
 The Fairview Urban Renewal Agency Budget Committee met on May 3, 2021 and May 10, 2021 to receive the budget message, as well as review, discuss, and amend the Proposed Budget for Fiscal Year 2021-22. The Budget Committee approved the Proposed Budget with no amendments for Fiscal Year 2021-22.

The Approved Budget amount is \$8,218,248.

The budget approved and forwarded to the Agency Board for adoption has the following category totals:

<i>Total Resources</i>	\$ 8,218,248
<i>Materials and Services Expenses</i>	\$ 5,050,079
<i>Capital Outlay Expenses</i>	\$ 1,000,000
<i>Debt Service Expenses</i>	\$ 554,685
<i>Contingency</i>	\$ 1,613,484

The Budget Committee consists of 14 members: seven Agency Board Members and seven appointed citizen representatives. The Agency Board, in accordance with Oregon Budget Law, must conduct a public hearing regarding the budget prior to voting for adoption of the committee-approved budget. A public hearing was noticed and will be held on Wednesday, June 16, 2021.

The Agency Board could add or subtract expenses. Per ORS 294.435, the Agency Board may make revisions to the budget after the budget hearing and before adopting the budget. Changes are limited in each fund to no more than \$5,000 or 10% of the total fund, whichever is greater. Any increase in expense (without a corresponding decrease in the fund or increase in resources) of the budget as approved by the Budget Committee will require the use of reserve balances.

ATTACHMENTS:

Exhibit A – Form UR-1 (as published in The Oregonian on June 11, 2021)

RECOMMENDED ACTION:

- Staff recommends approval of Resolution 02-2021, adopting the Fiscal Year 2021-22 Approved Budget as presented.
- Staff Recommends approval of Resolution 03-2021, raising the maximum amount of all available property taxes applicable to the incremental values in the boundaries of the Fairview Urban Renewal District.

BUDGET IMPLICATIONS:

Resolution 02-2021 - Agency-wide budget implication: \$8,218,248

Resolution 03-2021 - Budget implication anticipated to be \$421,827 of the total budget

URA BOARD ALTERNATIVES (Resolution 02-2021):

1. **Staff Recommendation:** Move to approve Resolution 02-2021, adopting the Fiscal Year 2021-22 budget as presented and approved by the Fairview Urban Renewal Agency Budget Committee.
2. Choose not to adopt the Fiscal Year 2021-22 budget as approved and give direction to the Budget Officer to bring back an amended budget resolution with specific changes to a meeting of the Agency Board held prior to June 30, 2021.

URA BOARD ALTERNATIVES (Resolution 03-2021):

1. **Staff Recommendation:** Move to approve Resolution 03-2021, raising the maximum amount of all available property taxes applicable to the incremental values in the boundaries of the Fairview Urban Renewal District.
2. Choose not to approve Resolution 03-2021, instructing staff to propose an alternate amount of incremental funding to go to the Urban Renewal Agency at a meeting of the Agency Board held prior to June 30, 2021.

EXHIBIT A

FORM UR-1

NOTICE OF BUDGET HEARING

A public meeting of the Fairview Urban Renewal Agency Board will be held on June 16, 2021 at 5:45 pm via Zoom (due to the restrictions in place as established by the Governor due to the COVID-19 pandemic). The meeting may be accessed via the following link: <https://us06web.zoom.us/j/85627421781>, or 1-253-215-8782 (Meeting ID: 856 2742 1781, Password: 1908). The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 as approved by the Fairview Urban Renewal Agency Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at: <http://www.fairvieworegon.gov/uraapprovedbudget>. Those without internet access may obtain a copy by calling 503-674-6247. This budget is for an annual budget period and was prepared on a basis of accounting that is the same as the preceding year.

Contact: Nolan K. Young

Telephone: 503-665-7929

Email: youngn@ci.fairview.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2019-2020 (Unaudited)	Adopted Budget This Year 2020-2021	Approved Budget Next Year 2021-2022
Beginning Fund Balance/Net Working Capital	(115,748)	3,050,315	1,668,421
Federal, State and All Other Grants	0	0	0
Revenue from Bonds and Other Debt	3,460,000	0	6,000,000
Interfund Transfers	0	0	0
All Other Resources Except Division of Tax & Special Levy	67,178	40,000	126,000
Revenue from Division of Tax	108,616	197,972	423,827
Revenue from Special Levy	0	0	0
Total Resources	3,520,046	3,288,287	8,218,248

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	0	0	0
Materials and Services	167,169	1,745,563	5,050,079
Capital Outlay	292,708	1,240,000	1,000,000
Debt Service	239,158	259,466	554,685
Interfund Transfers	0	0	0
Contingencies	0	43,258	1,613,484
All Other Expenditures and Requirements	0	0	0
Unappropriated Ending Fund Balance	2,821,011	0	0
Total Requirements	3,520,046	3,288,287	8,218,248

FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program			
FTE for that unit or program			
FAIRVIEW URBAN RENEWAL AGENCY	3,520,046	3,288,287	8,218,248
FTE	0	0	0
Total Requirements	3,520,046	3,288,287	8,218,248
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

A portion of the estimated Debt Outstanding July 1, 2021 was obtained based on the City of Fairview's Full Faith and Credit (initial issue in the amount of \$3,460,000). Of the \$3,242,000 remaining as of July 1, 2021, \$1,104,000 is taxable and \$2,138,000 is tax exempt. Additional debt of \$6,000,000 is included in the Approved FY 2021-2022 Budget. Prior to issuance, the support of the Fairview Urban Renewal Agency Board must be obtained, followed by the support of the Fairview City Council. Should these approvals be obtained, the funding is anticipated to be acquired based on the City of Fairview's Full Faith and Credit.

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$3,892,000	\$6,000,000
Total	\$3,892,000	\$6,000,000

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.



RESOLUTION
(02 - 2021)

A RESOLUTION OF THE FAIRVIEW URBAN RENEWAL AGENCY BOARD OF DIRECTORS ADOPTING THE FISCAL YEAR 2021-22 BUDGET AND MAKING APPROPRIATIONS

WHEREAS, on May 10, 2021, the Fairview Urban Renewal Agency Budget Committee, after appropriate deliberation and public hearing, approved the proposed budget for Fiscal Year 2021-22; and

WHEREAS, in accordance with Oregon Budget Law, after holding a public hearing, the Agency Board seeks to adopt a budget and appropriate Agency revenues and expenditures for Fiscal Year 2021-22; and

WHEREAS, the Agency Board of Directors is the governing body duly authorized to take all actions on behalf of the Fairview Urban Renewal Agency.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW URBAN RENEWAL AGENCY BOARD AS FOLLOWS:

Section 1 The Fairview Urban Renewal Board hereby adopts the budget for Fiscal Year 2021-22 (July 1, 2021 – June 30, 2022), in the total amount of \$8,218,248. The budget is now on file at Fairview City Hall, 1300 NE Village Street, Fairview, Oregon.

Section 2 The Agency Board hereby makes the following appropriations in the amounts stated for Fiscal year 2021-22, and for the purposes shown below is hereby appropriated.

<u>Fairview Urban Renewal Agency</u>	
<i>Urban Renewal</i>	\$ 6,050,079
<i>Debt Service</i>	\$ 554,685
<i>Contingency</i>	\$ 1,613,484
TOTAL APPROPRIATIONS	\$ 8,218,248

Section 3 This resolution is and shall be effective from the date of its passage.

Resolution adopted by the Fairview Urban Renewal Agency Board, this 16th day of June, 2021.

Chair, Fairview Urban Renewal Board
Brian Cooper

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date



RESOLUTION
(03-2021)

A RESOLUTION OF THE FAIRVIEW URBAN RENEWAL AGENCY BOARD OF DIRECTORS TO CERTIFY TO THE MULTNOMAH COUNTY ASSESSOR A REQUEST FOR THE FAIRVIEW URBAN RENEWAL AGENCY PLAN AREA FOR THE MAXIMUM AMOUNT OF REVENUE THAT MAY BE RAISED BY DIVIDING THE TAXES UNDER SECTION 1e, ARTICLE IX OF THE OREGON CONSTITUTION AND OREGON REVISED STATUTES CHAPTER 457.

WHEREAS, the Fairview Urban Renewal Board is the governing and directing body for the activities of the Fairview Urban Renewal Agency; and

WHEREAS, the Board has caused all required actions to take place to assure the public hearing, notification, and other requirements have been met to enable the adoption of the Agency Budget for Fiscal Year 2021-22; and

WHEREAS, the Board has adopted the budget for Fiscal Year 2021-22 and wishes to declare the maximum tax increment amount available in accord with Oregon Revised Statutes Chapter 457 and the Municipal Budget Act.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW URBAN RENEWAL AGENCY BOARD AS FOLLOWS:

Section 1 The Fairview Urban Renewal Board hereby authorizes raising the maximum amount of all available property taxes applicable to the incremental values in the boundaries of the Fairview Urban Renewal District.

Section 2 This resolution is and shall be effective from the date of its passage.

Resolution adopted by the Fairview Urban Renewal Agency Board, this 16th day of June, 2021.

Chair, Fairview Urban Renewal Board
Brian Cooper

ATTEST

City Recorder, City of Fairview
Devree Leymaster

Date