

SILVERTON URBAN RENEWAL AGENCY
BUDGET COMMITTEE AGENDA – April 23, 2020 6:00 PM

Silverton Community Center – Council Chambers – 421 South Water St.

American With Disabilities Act (A.D.A.) – The Silverton Urban Renewal Agency intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the City Clerk at 503-874-2216 at least 48 hours prior to the meeting.

A copy of the preliminary budget is available for review on the City website at www.silverton.or.us.

Please consider submitting written comments to finance@silverton.or.us by 5:00 p.m. on Thursday, April 23. Comments received will be shared with the Budget Committee and included in the record. The public is welcome to attend; however, we will be limiting the number of people in the Council Chambers in accordance with Governor Kate Brown's Executive Order 2020-07. If you would like to provide oral comments at the meeting please contact the City Clerk at 503-874-2216 or aspeier@silverton.or.us to be placed on a sign-in sheet and receive further instructions.

All Budget Committee meetings will be live streamed on Cable Access Channel 15 and can be viewed on-line here: www.silverton.or.us/430/Watch-Meetings.

AGENDA

- I. Opening Ceremonies: Call to Order, Pledge of Allegiance, Introductions and Roll Call**
- II. Election of Officers**
 1. Chair
 2. Vice-Chair
- III. Approval of minutes from the meeting held May 16, 2019**
- IV. Presentation of the Budget Message and Review of the Budget Document**
- V. Public Comment on the Proposed Fiscal Year 2020-2021 Budget**
- VI. Recommendation to the Silverton Urban Renewal Agency to Approve the Budget for Fiscal Year 2020-2021**

Motion: I move that the Silverton Urban Renewal Agency Budget Committee approve the budget for the 2020-2021 fiscal year in the amount \$2,333,582 and to levy 100% of the taxes available.

- VII. Adjournment**

1 SILVERTON URBAN RENEWAL AGENCY
2 **BUDGET COMMITTEE MINUTES**

3 **Silverton Community Center – Council Chambers – 421 South Water St.**

4
5 **May 16, 2019 6:00 PM**

6
7 **I. OPENING CEREMONIES: Call to Order, Pledge of Allegiance, Introductions and Roll Call**

8
9 Chairman Kyle Palmer called the meeting to order at 6:03 p.m.

10

Present	Absent	
X	_____	Jim Sears
X	_____	April Newton
X	_____	Crystal Neideigh
X	_____	Kyle Palmer
	Excused	Aaron Koch
X	_____	R Walker Yeates
X	_____	Dana Smith
X	_____	Ammon Benedict
X	_____	Matt Plummer
X	_____	Rick Bittner
X	_____	Laurie Carter
	Excused	Chris Childs
X	_____	Jason Freilinger
	Absent	Micole Olivas-Leyva

11
12 **Staff Present:**

13
14 Agency Director, Christy Wurster; Chief of Police, Jeff Fossholm; Finance Director, Kathleen Zaragoza;
15 Community Development Director, Jason Gottgetreu; Account Clerk II, Sheena Kroker; Assistant to the
16 City Manager/HR Coordinator, Elizabeth Gray; and Assistant to the City Manager/City Clerk, Angela
17 Speier

18
19 **II. Election of Officers**

20
21 Member Carter nominated Kyle Palmer to serve as Committee Chair and Member April Newton to serve
22 as Committee Vice Chair. The motion was seconded by Member Freilinger. There were no other
23 nominations or discussion and the motion passed unanimously (11-0).

24
25 **III. Approval of the Minutes from the Meeting Held on May 15, 2018**

26
27 Member Smith made a motion to approve the minutes from the meeting held on May 15, 2018. Member
28 Freilinger seconded the motion. There was no discussion and the motion passed 9-0, with Members
29 Neideigh and Yeates abstaining.

30
31 **IV. Presentation of the Budget Message and Review of the Budget Document**

32
33 Agency Director Christy Wurster presented the budget message for the FY 2019-2020 Silverton Urban
34 Renewal Agency (URA). The URA was created in November 29, 2004 to promote the valuation growth
35 within the Silverton Urban Renewal boundary. She said there have been many notable projects that can
36 be seen in the downtown area of Silverton. The administration for the URA is handled by City staff. The
37 total budget for the agency is \$2,176,977. Staff has budgeted for an increase in property taxes and
38 \$50,000 for the Small Grants Program. In addition, \$1,702,563 has been budgeted in the URA projects

1 line item to be used for projects the Urban Renewal Advisory Committee (URAC) recommends and the
2 Agency Board approves. Of the budgeted amount, over \$965,326.53 is obligated for eight different
3 entities approved projects. The Agency did approve a boundary expansion and the URA and the URAC
4 are reviewing the policies and guidelines that establish how money is distributed through this fund. In
5 closing, Agency Director Wurster thanked the members for their time spent reviewing the budget and
6 serving on the Budget Committee, as well as City staff who prepared the budget.

7
8 **Committee Questions:**

9 Member Yeates asked if the downtown trees are budgeted through the URA. Agency Director Wurster
10 indicated that they are managed through the Urban Forestry Program in the City budget. Member
11 Benedict verified that the grants distributed are for building upgrades not for the actual business itself.
12 Agency Director Wurster said that is correct and explained how the incremental tax revenue is received
13 and how property owners apply for funding. Member Yeates asked if there is bonding authority with the
14 Urban Renewal District. Finance Director Kathleen Zaragoza responded yes, there is bonding authority,
15 but is not being utilized currently.

16
17 Member Carter asked for a status update on Mo Salem's project located at 100 S Water Street, because
18 it is listed in both the budgeted items for the upcoming fiscal year and in the accomplishments through
19 April 30, 2019. Agency Director Wurster said the grant was for \$40,000 and the \$24,811.71 listed in the
20 accomplishments is what has been reimbursed to-date. There is no obligation for him to open a business
21 at that location; the grant award was for a façade improvement. The agency is refining the program
22 guidelines and is looking at including a time constraint moving forward for project completion.

23
24 **V. Public Comment on the Proposed Fiscal Year 2019-2020 Budget**

25
26 There was no public comment on the Proposed FY 2019-2020 URA Budget.

27
28 **VI. Recommendation to the Silverton Urban Renewal Agency Budget Committee to Approve**
29 **the Budget for Fiscal Year 2019-2020**

30
31 Member Freilinger made a motion to approve the Silverton Urban Renewal Agency Budget for the 2019-
32 2020 fiscal year in the amount of \$2,176,977 and to levy 100% of the taxes available. Member
33 Carter seconded the motion. Member Sears asked if the Agency had to make a motion to receive the
34 state revenue sharing for general fund purposes. Finance Director Zaragoza explained that is not an
35 urban renewal option. Member Benedict asked if the motion means the URA plans to expend the entire
36 amount within this fiscal year. Finance Director Zaragoza explained the URA will spend the obligated
37 amount of \$965,326.53 as long as the City receives submitted receipts. The other portion could be spent
38 if the URAC presents to the Agency Board further projects for their approval. There was no further
39 discussion and the motion passed unanimously (11-0).

40
41 **VII. ADJOURNMENT**

42
43 Member Freilinger made a motion to adjourn and Chairman Palmer adjourned the meeting at 6:22 p.m.

44 Respectfully submitted,

45
46
47 /s/Angela Speier
48 Assistant to the City Manager/City Clerk