

CITY OF SILVERTON
URBAN RENEWAL AGENCY - BUDGET COMMITTEE MEETING
Thursday, April 21, 2022 – 6:00 p.m.

Council Chambers – 421 South Water Street and Zoom

Americans with Disabilities Act – The City of Silverton 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 at 503-874-2216 at least 48 hours prior to the meeting.

A copy of the full packet is available on the City's website at www.silverton.or.us/agendacenter. In accordance with House Bill 2560 and City Of Silverton Resolution 22-06, the meeting will be held in a hybrid format: in person, and electronically using the Zoom web conference platform. Please submit written comments to finance@silverton.or.us by 3:00 p.m. on Thursday, April 21, 2022. Comments received will be shared with the Budget Committee before the meeting and included with the Public Comments for the record. If you wish to participate through the Zoom web conference platform, see meeting information below.

Zoom meeting link:

<https://us02web.zoom.us/j/82690954538?pwd=TE5FRFFZRnlicENvNjFBBeUt0RjAyZz09>

Webinar ID: 826 9095 4538

Passcode: 166676

Dial-In: 1 (253) 215-8782

AGENDA

- I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance, and Roll Call**
- II. ELECTION OF OFFICERS**
 - 2.1 – Chair
 - 2.2 – Vice Chair
- III. APPROVAL OF MINUTES**
 - 3.1 – Approval of minutes from the April 22, 2021 Urban Renewal Agency - Budget Committee Meeting.
- IV. PRESENTATION OF THE BUDGET MESSAGE OF FISCAL YEAR 2022-2023 BUDGET**
- V. PUBLIC COMMENT ON THE PROPOSED BUDGET**
- VI. REVIEW OF THE BUDGET DOCUMENT**
- VII. RECOMMENDATION TO THE SILVERTON URBAN RENEWAL AGENCY TO APPROVE THE BUDGET FOR FISCAL YEAR 2022-2023**

Motion: I move that the Silverton Urban Renewal Agency Budget Committee approve the budget for the 2022-2023 Fiscal Year in the amount \$2,101,092 and to levy 100% of the taxes available.

- VIII. ADJOURNMENT**

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

3 **Zoom Web Conference Platform**

4
5 **April 22, 2021 6:00 PM**

6
7 **I. OPENING CEREMONIES: Call to Order and Roll Call**

8
9 Member Kyle Palmer called the meeting to order at 6:00 p.m. He announced the meeting is being held
10 through Zoom consistent with House Bill (HB) 4212.
11

Present	Absent	
X	_____	Jim Sears
X	_____	April Newton
_____	Excused	Crystal Neideigh
X	_____	Kyle Palmer
_____	Excused	Aaron Koch
X	_____	R Walker Yeates
_____	Excused	Dana Smith
X	_____	Ammon Saboe
X	_____	Jess Miller
X	_____	Greg Chase
X	_____	Elvi Cuellar Sutton
X	_____	Chris Childs
X	_____	Jason Freilinger
X	_____	Micole Olivas-Leyva

12
13 **Staff Present:**

14
15 Interim Agency Director, Bob Willoughby; Chief of Police, Jim Anglemier; Deputy City Manager/Finance
16 Director, Kathleen Zaragoza; Community Development Director, Jason Gottgetreu; Public Works Director,
17 Petra Schuetz; Assistant Finance Director, Sheena Lucht; and Assistant to the City Manager/City Clerk,
18 Angela Speier
19

20 **II. Election of Officers**

21
22 Member Childs nominated Member Palmer to serve as Chair of the Silverton Urban Renewal Agency
23 (SURA) Budget Committee. Member Freilinger seconded the motion. There was no discussion and the
24 motion passed unanimously (11-0). Member Saboe nominated Member Freilinger to serve as Vice-Chair.
25 Member Newton seconded the motion. There was no discussion and the motion passed unanimously
26 (11-0).
27

28 **III. Approval of the minutes from the meeting held on April 23, 2020**

29
30 Vice-Chair Freilinger made a motion to approve the minutes from the meeting held on April 23, 2020.
31 Member Saboe seconded the motion. There was no discussion and the motion passed unanimously (11-
32 0).
33

34 **IV. Presentation of the Budget Message and review of the Budget Document**

35
36 Agency Director Pro Tem Bob Willoughby provided the budget message and an overview of the SURA.
37 SURA was formed in 2004 to promote valuation growth within the Silverton Urban Renewal boundary.
38 The total Fiscal Year 2021-2022 budget is \$3,084,231 and the total estimated tax increment revenue is
39 \$791,943.

1
2 Member Saboe asked about the \$250,000 that has been budgeted for the Civic Center project and
3 another \$1.4 million that could be used. Deputy City Manager/Finance Director Kathleen Zaragoza said it
4 would be her intention to use all the available funds for this project.
5

6 **V. Public Comment on the Proposed Fiscal Year 2021-2022 Budget**
7

8 There was no public comment on the proposed FY 2021-2022 Budget.
9

10 **VI. Recommendation to the Silverton Urban Renewal Agency Budget Committee to approve**
11 **the Budget for Fiscal Year 2021-2022**
12

13 Director Zaragoza walked the members through the SURA Budget. Page five of the budget provides
14 information on how the property taxes in the district have increased since its inception. She said the fund
15 still has three outstanding loans they are collecting on and reviewed two projects that still have remaining
16 grant balances. She also noted that City staff handles all the administrative functions for the agency.
17

18 Member Saboe asked if there is a need to have a dedicated staff member managing the agency. Director
19 Zaragoza explained there is not enough work to dedicate a full-time staff person and the goal when
20 SURA was formed was to use the funding for projects not administrative functions. She does not feel
21 staffing the SURA has created an undue burden, because the functions are split up between several
22 employees. Chair Palmer asked if the funds located in the undergrounding of utilities line item could be
23 used for the Civic Center project. Director Zaragoza said the Design Team has discussed undergrounding
24 and indicated these funds could be used for that project. Member Saboe has received questions
25 regarding the agency funding new construction when the funds should be spent on the redevelopment of
26 older buildings in the downtown. He is concerned about the agency spending money on new construction.
27 Director Zaragoza said urban renewal does not have a preference of whether the project is new
28 construction or renovating/updating an older building. Director Gottgetreu said the Urban Renewal Plan
29 breaks down what the estimated \$12 million of maximum indebtedness should be spent on and it created
30 a framework for how much money should be spent on which projects.
31

32 Member Childs moved that the Silverton Urban Renewal Agency Budget Committee approve the budget
33 for the 2021-2022 Fiscal Year in the amount of \$3,084,231 and to levy 100% of the taxes available. Vice-
34 Chair Freilinger seconded the motion. There was no discussion and the motion passed (11-0).
35

36 **VII. ADJOURNMENT**
37

38 Vice-Chair Freilinger made a motion to adjourn. Member Saboe seconded the motion and Chair Palmer
39 adjourned the meeting at 6:25 p.m.

40 Respectfully submitted,
41

42
43 /s/Angela Speier
44 Assistant to the City Manager/City Clerk
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