

**CITY OF WILSONVILLE
URBAN RENEWAL AGENCY**

The Urban Renewal Agency held a regular meeting June 4, 2012 in the Wilsonville City Hall. Chair Knapp called the meeting to order at 8:40 p.m. immediately following the adjournment of the City Council meeting. Board Members present: Tim Knapp, Chair, Board Member Núñez, Board Member Hurst, and Board Member Starr. Board Member Goddard was excused.

Staff included: Bryan Cosgrove, Executive Director; Mike Kohlhoff, City Attorney; Jeanna Troha, Assistant City Manager; Gary Wallis, Finance Director; Cathy Rodocker, Assistant Finance Director; Steve Adams, Interim City Engineer; Sandra King, City Recorder.

CITIZEN INPUT

There was none.

CONSENT AGENDA

A. **URA Resolution No. 220**

A Resolution Of The Urban Renewal Agency Of The City of Wilsonville Approving The Bid Process; Accepting The Lowest Responsible Bid; Awarding A Construction Contract To GSE Incorporated. The Lowest Responsible Bidder; Verifying Fund Availability; For The Boeckman Road East Bike & Ped Improvement Project #4702

Motion: Mr. Hurst moved to approve the Consent Agenda. Ms. Núñez seconded the motion.

Vote: Motion carried 4-0.

PUBLIC HEARING

A. **URA Resolution No. 218**

A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2012-13.

The title of URA Resolution No. 218 was read into the record by Mr. Kohlhoff.

After reading the public hearing process Chair Knapp opened the public hearing for URA Resolution No. 218 at 8:46 p.m.

Mr. Wallis presented the staff report. The budget for FY 2012-13 had been made available to the public in mid-April and was presented to the Budget Committee for consideration in late April

and early May. The Committee received public testimony and staff responded to public testimony and questions raised by the Committee. The process concluded with the Committee approving the budget that is before the URA Board for consideration.

Staff estimates total resources for next year will be \$39,197,823 and almost half of that amount is cash that will be carried over from June 30 to July 1. This carryover represents two debt funds and is restricted to payment of current and future debt.

As for new resources, the West Side district needs to collect 100 percent of available taxes; and the Year 2000 Plan continues to collect less than what is available. This under levying releases some \$900,000 to the general funds of multiple jurisdictions. New debt is anticipated in part to refinance short-term debt to long-term and to fund a few necessary projects and repayments.

Total appropriations are \$30,247,011. This is \$8,950,812 less than total resources. The difference (un-appropriated fund balance) is from debt funds cash in excess of next year's required payments. The excess is carried over to the ensuing year. Big capital projects include completion of the I-5/Wilsonville Road interchange; pay a portion of the sewer plant upgrade, and payment of SDCs to water and streets.

Following public testimony, the Board may increase or decrease the budget. Any increases must be balanced with a similar sized decrease or new revenue. The law limits how much can be increased to \$5,000 or 10 percent of a fund's approved level. Similarly, decreases must either reduce revenue, move appropriations into contingency, or into un-appropriated balances.

Mr. Starr asked when it would be appropriate to discuss winding down the Year 2000 Plan. Mr. Wallis said this fall October or November.

The Chair invited public testimony, hearing nothing he closed the hearing at 8:49 p.m.

Motion: Mr. Hurst moved to approve URA Resolution No. 218. Mr. Starr seconded the motion.

Vote: Motion carried 4-0.

B. URA Resolution No. 219

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2011-12.

Chair Knapp opened the public hearing for URA Resolution No. 219 at 8:51 p.m.

Ms. Rodocker presented the staff report. Oregon's Local Budget Law allows the Urban Renewal Board to amend the adopted budget for an occurrence or condition that was not known at the time the adopted budget was prepared. The following supplemental budget primarily amends the FY 2011-12 budget for numerous capital improvement projects.

At its June 6, 2011 board meeting, the Urban Renewal Board adopted the Fiscal Year 2011-12 budget. Since that time, unanticipated project expenses and a bond issue has come to staff's attention and requires additional authorization to proceed.

In total, the attached supplemental budget adjustment requests an additional \$11,378,784 in total non-reoccurring expenditures for the Fiscal Year 2011-12 budget. \$8,000,000 of the expenditure and revenue increases is due to the upcoming refinancing of short term debt to long term debt. The remaining requests are for capital improvement project expenditures.

Year 2000 Capital Projects Fund-\$3,352,284

Restating the beginning fund balance for projects not completed during FY2010-11 allows for the funding two capital improvement projects. The remaining balance of Urban Renewal funds for the Wilsonville Road/I-5 Improvement project is \$1,757,000. In December 2011, Council approved the improvements for the Boeckman Road dip near Canyon Creek. The adjusted amount of the project, including design and construction, is \$325,000. The remaining restated fund balance will be recorded as an unassigned contingency to be used for future projects.

West Side Capital Project Fund-\$26,500

The request is for the \$26,500 is for the Boeckman Road Geotechnical Investigation project.

West Side Debt Service Fund-\$8,000,000

As property tax values increase in the West Side District, the short-term, interest only debt is being converted to long-term, amortizing debt. After the proposed bond sale, the District will have over \$22 million in long-term debt and \$7 million in short-term debt.

As stated in the Fiscal Management Policies, the District shall amend its annual budget in accordance with Oregon local budget law. The supplemental budget adjustment is adopted by the Urban Renewal Board at a regularly scheduled meeting. The budget committee is not required. As required by Local Budget Law, a notice for the public hearing has been published in the Wilsonville Spokesman. Adoption of the Supplemental Budget Adjustment is required prior to the end of the fiscal year, June 30, 2012.

The restating of beginning fund balance and subsequent use for the funding of the Wilsonville I-5 Interchange project was included in the approved list of projects for the Year 2000 District. The funding for the Boeckman Road Geotechnical Investigation will be from fund balance. This project is now complete and no further expenditures are anticipated. The conversion of short-term debt to long-term debt will have minimal impact on the current budget.

The amended budget provides for the delivery of services and construction of capital projects throughout the community. Not approving the attached supplemental will result in funds overspending the current budget appropriations.

Mr. Knapp invited public testimony, hearing nothing he closed the public hearing at 8:53 p.m.

Motion: Ms. Nunez moved to approve URA Resolutions 219. Mr. Hurst seconded the motion.

Vote: Motion carried 4-0.

ADJOURN

Motion: Mr. Hurst moved to adjourn. Mr. Starr seconded the motion.

Vote: Motion carried 4-0.

The Urban Renewal Meeting adjourned at 8:54 p.m.

Respectfully submitted,

Sandra C. King, MMC, City Recorder

ATTEST:

Tim Knapp, Chair