

URA AGENDA

**CITY OF WILSONVILLE
URBAN RENEWAL AGENCY**

**JUNE 18, 2018
6:30 P.M.**

**CITY HALL
29799 SW TOWN CENTER LOOP
WILSONVILLE, OREGON**

City Council Meeting To Immediately Follow

Chair Tim Knapp

Board Member Scott Starr
Board Member Susie Stevens

Board Member Kristin Akervall
Board Member Charlotte Lehan

CALL TO ORDER

A. Roll Call

CITIZEN INPUT

PUBLIC HEARING

- A. **URA Resolution No. 283** (*legislative hearing*) Page 2
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 2018-19. (Cole)
- B. **URA Resolution No. 284** (*legislative hearing*) Page 8
A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2017-18. (Rodocker)

NEW BUSINESS

- A. **URA Resolution No. 285** Page 16
A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Authorizing An Intergovernmental Agreement With The City Of Wilsonville Pertaining To Short Term Subordinate Urban Renewal Debt For The Year 2000 Plan District For The Purpose Of Funding The Construction Of Capital Improvement Projects By The Agency. (Cole)

CONSENT AGENDA

- A. Minutes of the March 19, 2018 URA Meeting. (Veliz) Page 25

ADJOURN



URBAN RENEWAL AGENCY MEETING STAFF REPORT

Meeting Date: June 18, 2018	Subject: URA Resolution No. 283 Urban Renewal Budget Adoption for FY 2018-19. Staff Member: Susan Cole, Finance Director Department: Finance	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable	
	Comments: Budget as approved by Budget Committee on June 6, 2018.	
Staff Recommendation: Staff recommends the Urban Renewal Agency (URA) adopt URA Resolution No. 283.		
Recommended Language for Motion: I move to approve URA Resolution No. 284.		
Project / Issue Relates To:		
<input checked="" type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE AGENCY BOARD:

Adoption of budget for fiscal year 2018-19 via resolution.

EXECUTIVE SUMMARY:

Following the Budget Committee vote to approve the budget the Urban Renewal Board must hold a public hearing and receive comments on the budget prior to adoption. The Board must adopt a budget not later than June 30.

By law, the Board may make changes in the approved budget within certain limitations: (1) taxes may not be increased over the amount approved by the budget committee, and (2) estimated expenditures in a fund cannot be increased by more than \$5,000 or 10 percent, whichever is greater. The Board can reduce the budget from that approved by the Budget Committee.

EXPECTED RESULTS:

Create the budget for operating and capital purposes for fiscal year 2018-19.

TIMELINE:

May 16 and May 30, 2018 - Public notice of the availability of the proposed budget and Budget Committee meeting dates published in the Wilsonville Spokesman

June 6, 2018 – Meeting of the Budget Committee, opportunity for public to testify, voted to approve budget with no changes

June 13, 2018 – Public notice of the meeting to adopt published in the Wilsonville Spokesman

June 18, 2018 – Agency meeting to receive public testimony, consider Resolution to adopt budget

CURRENT YEAR BUDGET IMPACTS:

Does not affect the current budget.

FINANCIAL REVIEW / COMMENT:

Reviewed by: SCole Date: 6/8/2018

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 6/13/2018

COMMUNITY INVOLVEMENT PROCESS:

The opportunity for the public to address the Budget Committee was offered at the meeting on June 6. No public comments were received. The public may also attend the June 18, 2018 public hearing on the Agency's budget.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

Budget allows for completion of certain capital projects and payment of scheduled debt service.

EXECUTIVE DIRECTOR COMMENT:

N/A

ATTACHMENT:

1. URA Resolution No. 283

THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

URA RESOLUTION NO. 283

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 2018-19.

WHEREAS, in accordance with ORS 294.426 the Wilsonville Urban Renewal Agency (“Agency”) Budget Committee met on June 6, 2018 to receive public testimony, hear the budget message, and listen to presentations pertaining to the proposed budget for Fiscal Year 2018-19; and

WHEREAS, the Budget Committee deliberated on the proposed budget, and on June 6, 2018, approved the budget with no amendments and set the incremental assessed value for the West Side Plan District to \$401,210,000, thus limiting tax imposed in that district to approximately \$5,238,840 in accordance with ORS 457.470(3)(c), and set the incremental assessed value for the Year 2000 Plan District to \$322,000,000, thus limiting tax imposed in that district to approximately \$4,200,000 in accordance with ORS 457.455(1); and

WHEREAS, the Coffee Creek Plan District has recently formed and the governing board declares its intent to collect the full amount of the division of tax for the Coffee Creek District; and

WHEREAS, the proposed budget document included the Comprehensive Financial Management Policies which specifies certain reserves and contingency balances for operating funds and such amounts were included in the approved budget; and

WHEREAS, on June 13, 2018 a summary of the budget, as required by ORS 294.438, was duly published in the Wilsonville Spokesman, a newspaper of general circulation in the City of Wilsonville (“City”); and

WHEREAS, in accordance with ORS 294.456, the Agency duly held a public hearing on June 18, 2018 where all interested persons were afforded an opportunity to appear and be heard with respect to the approved budget for the fiscal year beginning July 1, 2018.

NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The Wilsonville Urban Renewal Agency Board (“Agency Board”) adopts the budget for FY 2018-19 in the total amount of \$44,421,379.
2. Of the total adopted budget of \$44,421,379, the Agency appropriates \$36,329,578, for the fiscal year beginning July 1, 2018 as shown in Attachment A – Schedule of Appropriations. The difference of \$8,091,801 is not appropriated and is not available for expenditure during the fiscal year.
3. The Agency certifies to the Clackamas and Washington County Assessors the Agency’s intention as follows for Fiscal Year 2018-19:
 - a. To set the incremental assessed value in the West Side Plan District to \$401,210,000, which will generate approximately \$5,238,840 of taxes imposed.
 - b. To set the incremental assessed value in the Year 2000 Plan District to \$322,000,000, which will generate approximately \$4,200,000 of taxes imposed.
 - c. To collect 100% of the “Division of Taxes” portion from the Coffee Creek Plan District.
4. In compliance with the City’s Financial Management Policies certain contingencies, reserves, and carryover balances are established as part of the budget process. These balances are matched to the Governmental Accounting Standards Board (GASB) Pronouncement Number 54 standard terminology as set forth below.
 - a. GASB Restricted category includes amounts for which an external source has created a legal restriction on available balances, such as for bond covenants and taxes restricted to payment of debt. Within the budget document such amounts are titled “Restricted.”
 - b. GASB Assigned category includes amounts that are designated, but for which a resolution has not been adopted. Authority is hereby granted to the Agency Board, the Executive Director, and the Finance Director for the purpose of setting aside

resources for specific future needs. Within the budget document specific designations shall be titled “Assigned (designated).” All other balances other than Restricted or Assigned (designated) shall be budgeted as “Assigned (contingency).” The Assigned (contingency) is appropriated and available for use during the fiscal year if approved through Agency Board resolution.

- c. The Agency Board considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the Agency Board will consider that assigned amounts will be reduced first, followed by unassigned amounts and then committed amounts.

5. This resolution is effective upon adoption.

ADOPTED by the Urban Renewal Agency of the City of Wilsonville at a regularly scheduled meeting thereof this 18th day of June 2018 and filed with the City Recorder this date.

TIM KNAPP, Board Chair

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Board Chair Knapp
Board Member Starr
Board Member Lehan
Board Member Akervall
Board Member Stevens

Attachments:

- A. Attachment A - Schedule of Appropriations

Attachment A – Schedule of Appropriations
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Year 2000 Plan Area - Debt Service Fund

Debt Service	5,900,000	
Transfers to Other Funds	88,000	
Contingency	2,500,000	
Total Fund Appropriations	\$ 8,488,000	

Year 2000 Plan Area - Capital Projects Fund

Materials and Services	561,774	
Capital Outlay	750,000	
Contingency	2,198,093	
Total Fund Appropriations	\$ 3,509,867	

Year 2000 Plan Area - Program Income Fund

Materials and Services	50,000	
Capital Outlay	80,000	
Contingency	2,130,576	
Total Fund Appropriations	\$ 2,260,576	

West Side - Debt Service Fund

Debt Service	5,863,932	
Contingency	8,272,714	
Total Fund Appropriations	\$ 14,136,646	

West Side - Capital Projects Fund

Materials and Services	882,540	
Capital Outlay	750,000	
Contingency	2,032,998	
Total Fund Appropriations	\$ 3,665,538	

West Side - Program Income Fund

Materials and Services	250,000	
Capital Outlay	3,550,000	
Contingency	7,900	
Total Fund Appropriations	\$ 3,807,900	

Coffee Creek - Debt Service Fund

Contingency	461,051	
Total Fund Appropriations	\$ 461,051	

Total Agency Appropriations	\$ 36,329,578	
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**URBAN RENEWAL AGENCY MEETING
STAFF REPORT**

<p>Meeting Date: June 18, 2018</p>	<p>Subject: URA Resolution No. 284 Supplemental Budget Adjustment</p> <p>Staff Member: Cathy Rodocker, Assistant Finance Director</p> <p>Department: Finance</p>
<p>Action Required</p> <p><input checked="" type="checkbox"/> Motion</p> <p><input checked="" type="checkbox"/> Public Hearing Date: June 18, 2018</p> <p><input type="checkbox"/> Ordinance 1st Reading Date:</p> <p><input type="checkbox"/> Ordinance 2nd Reading Date:</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input type="checkbox"/> Consent Agenda</p>	<p>Advisory Board/Commission Recommendation</p> <p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input checked="" type="checkbox"/> Not Applicable</p> <p>Comments:</p>
<p>Staff Recommendation: Staff recommends the Urban Renewal Agency (URA) adopt URA Resolution No. 284.</p>	
<p>Recommended Language for Motion: I move to approve URA Resolution No. 284.</p>	
<p>Project / Issue Relates To:</p>	
<p><input type="checkbox"/> Council Goals/Priorities</p>	<p><input type="checkbox"/> Adopted Master Plan(s)</p>
<p><input type="checkbox"/> Not Applicable</p>	

ISSUE BEFORE AGENCY BOARD:

A supplemental budget resolution for the FY2017-18 budget year.

EXECUTIVE SUMMARY:

Oregon’s Local Budget Law allows the URA Board to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. The Fiscal Year 2017-18 Budget was adopted by the Agency on June 19, 2017.

Budget Adjustment Resolution

The third budget Urban Renewal adjustment for FY2017-18 includes additional budget authority and funding for the following project+

Tooze Rd-110 th to Grahams Ferry Rd	\$ 75,000	Project Mgmt Fees, Material and Services
	<u>600,000</u>	Capital Outlay
	\$675,000	

Project is proceeding faster than originally planned. This request is not to increase the overall project budget but rather to allocate the funds into the appropriate fiscal year.

Funding Source: Westside Project Income

EXPECTED RESULTS:

The Urban Renewal Districts are required to amend their respective annual budget in accordance with Oregon local budget law. It is required to have the supplemental budget adjustment approved by the Board during a public hearing at a regularly scheduled meeting.

TIMELINE:

A public notice for the Urban Renewal meeting was published as required. The notice was published in the Spokesman on June 13, 2018. Oregon Budget Law requires all budget adjustments and transfers be approved prior to the end of the fiscal year, June 30, 2018.

FINANCIAL REVIEW / COMMENT:

Reviewed by: SCole Date: 6/8/2018

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 6/13/2018

COMMUNITY INVOLVEMENT PROCESS:

As required by Local Budget Law, a notice for the public hearing has been published in the Wilsonville Spokesman. The notice has also been published on the City’s website. As the accompanying resolution is a budget adjustment, a public hearing must be part of the adoption process.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The amended budget provides for the delivery of services and construction of capital projects throughout the community.

ALTERNATIVES:

Not approving the attached supplemental budget could result in overspending current budget appropriations. The City is required to disclose all excess of expenditures over appropriations in the Comprehensive Annual Financial report.

EXECUTIVE DIRECTOR COMMENT:

N/A

ATTACHMENTS:

1. Attachment #1-Supplemental Budget Adjustments
2. Urban Renewal District Notice of Supplemental Budget Hearing
3. URA Resolution No. 284

URBAN RENEWAL

Attachment #1 Supplemental Budget Adjustments

Budget Requests - Capital Projects	Total
4146-Tooze Road Phase II	\$ 675,000 Reallocation of budget authority for the fiscal year
Total Westside Project Income	<u>\$ 675,000</u>

**City of Wilsonville
Urban Renewal District
Notice of Supplemental Budget Hearing**

A public hearing on a proposed supplemental budget for the City of Wilsonville Urban Renewal District, Clackamas and Washington Counties, for fiscal year July 1, 2017 through June 30, 2018 will be held at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon. The hearing will take place during a regular City Council meeting on the 18th of June at 7:00 p.m. The purpose of the hearing is to discuss the supplemental budget with interested persons. A copy of the supplemental budget document may be inspected or obtained on or after June 13th, 2018 at Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon between the hours of 8:00 am and 5:00 pm.

	Current Appropriations	Change in Appropriations	Amended Appropriations
Westside Project Income Fund			
Material and Services	\$ 50,000	\$ 75,000	\$ 125,000
Capital Outlay	2,420,765	600,000	3,020,765
Contingency	2,275,364	(675,000)	1,600,364
Net change in requirements	\$ 4,746,129	\$ -	\$ 4,746,129

Increase to material and services and capital outlay is for the Tooze Rd Phase II project.

THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

URA RESOLUTION NO. 284

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE AUTHORIZING A SUPPLEMENTAL BUDGET ADJUSTMENT FOR FISCAL YEAR 2017-18.

WHEREAS, the Urban Renewal Board adopted a budget and appropriated funds for fiscal year 2017-18 by Resolution 275; and,

WHEREAS, unanticipated revenues and expenditures are expected to exceed the original adopted budget in some of the Agency's funds and budgetary changes are necessary within these funds to provide increased appropriation levels to expend the unforeseen revenues; and,

WHEREAS, ORS 294.480 provides that a government may increase the current year adopted budget through supplemental appropriations provided publication notice is met and a public hearing is held; and,

WHEREAS, all transfers from contingencies within the fiscal year to date aggregate have exceeded fifteen percent (15%) of the fund's total appropriations; and,

WHEREAS, all expenditure transfers within the fiscal year to date aggregate to not more than ten percent (10%) of the fund's total expenditures; and,

WHEREAS, to facilitate clarification of the adjustments in this resolutions Attachment A to this resolution provides a summary by fund of the appropriation categories affected by the proposed adjustments of budget appropriation and the purpose of the expenditure.

WHEREAS, consistent with local budget law and based upon the foregoing, the staff report in this matter and public hearing input, the public interest is served in the proposed supplemental budget adjustment.

NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF WILSONVILLE RESOLVES AS FOLLOWS:

The Agency adopts the Supplemental Budget to the Fiscal Year 2017-18 adopted budget by amending the estimated revenues and appropriations within the funds and categories as delineated and explained in Attachment A, attached hereto and incorporated by reference as if fully set forth herein.

This resolution becomes effective upon adoption.

ADOPTED by the Urban Renewal Board of the City of Wilsonville at a regular meeting thereof this 18th day of June 2018 and filed with Wilsonville City Recorder this same date.

TIM KNAPP, Board Chair

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

- Board Chair Knapp
- Board Member Starr
- Board Member Lehan
- Board Member Akervall
- Board Member Stevens

Attachments:

- A. Attachment A - Need, Purpose And Amount: Detail By Fund & Category

ATTACHMENT A
NEED, PURPOSE AND AMOUNT: DETAIL BY FUND & CATEGORY

	Current Appropriations	Change in Appropriations	Amended Appropriations
Westside Project Income Fund			
Material and Services	\$ 50,000	\$ 75,000	\$ 125,000
Capital Outlay	2,420,765	600,000	3,020,765
Contingency	2,275,364	(675,000)	1,600,364
Net change in requirements	\$ 4,746,129	\$ -	\$ 4,746,129

Increase to material and services and capital outlay is for the Tooze Rd Phase II project.



URBAN RENEWAL AGENCY MEETING STAFF REPORT

Meeting Date: June 18, 2018	Subject: URA Resolution No. 285 Interagency Agreement – City and URA to Lend and Repay up to \$3.0 Million. Staff Member: Susan Cole, Finance Director Department: Finance	
Action Required	Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Board Direction <input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: Action provides sufficient resources to fund the Urban Renewal projects underway in FY 2017-18 and continuing into FY 2018-19.	
Staff Recommendation: Staff recommends the Urban Renewal Agency (URA) adopt URA Resolution No. 285.		
Recommended Language for Motion: I move to approve URA Resolution No. 285.		
Project / Issue Relates To:		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable

ISSUE BEFORE AGENCY BOARD:

Action is needed to approve an agreement between the City and the Urban Renewal Agency that will provide up to \$3.0 million on a short term basis.

EXECUTIVE SUMMARY:

The Year 2000 Plan District has capital projects that are under construction or will be in the near future. The District is in need of borrowing additional money in order to pay for the improvements.

The District has sufficient cash balances in its debt service fund to allow for repayment of borrowing on a short term basis – short term being defined as “over-night.”

The Urban Renewal Agency enters into agreements with financial institutions and/or the City for financing capital projects, depending upon the dollar amount necessary and the capacity of the Agency’s debt service funds to repay debt on a short-term basis or a long-term basis, ensuring adequate cash flows exist for current debt obligations, well as the capacity of the City’s General Fund to loan funds on a short-term basis.

State statutes allow the Urban Renewal Agency to borrow from the City’s General Fund provided both the City and Agency agree to the terms of the borrowing.

The terms of the currently proposed borrowing are as follows:

- City lends to Agency \$3,000,000 at 2.0 percent (2.0%).
- The Agency repays the amount from tax increment funds on hand the day after receipt of the loan.
- Total interest to the General Fund, therefore, will be approximately \$164.
- The borrowing is subordinate to outstanding senior lien debt.

By borrowing from City funds, the Agency is able to avoid loan origination fees and legal costs associated with borrowing from a financial institution, estimated to be more than \$10,000 for this type of financing. The public purpose is to fund projects authorized in the urban renewal plans for the two respective districts.

EXPECTED RESULTS:

Authorizing the IGA by the respective Resolution of the City and the Agency will provide cash resources of \$3.0 million to pay for costs associated with the 5th Street Extension project (previously known as the Old Town Escape project) within the Year 2000 Plan district.

TIMELINE:

Borrowing and repayment will occur within the month of June 2018. The IGA anticipates the loan and repayment occurring on June 19 and June 20, respectively.

CURRENT YEAR BUDGET IMPACTS:

This loan and repayment were anticipated when the FY 2017-18 budget was developed.

FINANCIAL REVIEW / COMMENT:

Reviewed by: SCole Date: 6/5/2018

LEGAL REVIEW / COMMENT:

Reviewed by: BAJ Date: 6/13/2018

COMMUNITY INVOLVEMENT PROCESS:

There has been no specific community outreach or involvement pertaining to this borrowing.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:

The borrowing will not directly impact local businesses or neighborhoods, however, the construction projects to be funded will have significant impact on both.

ALTERNATIVES:

Engage in borrowing from a financial institution. Using this process would take more time and cost the Urban Renewal Agency significantly more money.

EXECUTIVE DIRECTOR COMMENT:

N/A

ATTACHMENT:

1. URA Resolution No. 285

THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE

URA RESOLUTION NO. 285

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF WILSONVILLE PERTAINING TO SHORT TERM SUBORDINATE URBAN RENEWAL DEBT FOR THE YEAR 2000 PLAN DISTRICT FOR THE PURPOSE OF FUNDING THE CONSTRUCTION OF CAPITAL IMPROVEMENT PROJECTS BY THE AGENCY.

WHEREAS, the Urban Renewal Agency of the City of Wilsonville, Oregon (the “Agency”) finds it desirable to authorize an intergovernmental agreement with the City of Wilsonville which is to provide short term borrowing proceeds in the amount of not more than \$3,000,000 for its Year 2000 Plan District for its 5th Street Extension Project, (previously known as Old Town Escape Project), within the district; and,

WHEREAS, ORS 190.010 provides legal authority for the two entities to enter into a binding intergovernmental agreement (the “Agreement”); and,

WHEREAS, the use of an Agreement is efficient and less costly than other means of obtaining financing for the Agency; and,

WHEREAS, the Year 2000 Plan District debt service fund has sufficient cash balances to allow for repayment of the amounts borrowed without violation of the terms of outstanding senior debt liens;

NOW, THEREFORE, THE URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE HEREBY RESOLVES AS FOLLOWS:

1. To enter into the Agreement with the City of Wilsonville for the purpose of funding the construction of the public projects recited above and for the receipt and repayment of up to \$3,000,000 plus interest at the rate of 2.0% per annum on a 365 day basis in accordance with the terms specified in the Agreement. Borrowing will be deposited into the Agency’s capital project funds and repayments will be made from the Agency’s debt service funds. A copy of the Agreement is marked as **Exhibit A**, attached hereto, and incorporated by reference as if fully set forth herein.
2. To authorize the Agency Executive Director, or designee, to negotiate any and all documents to complete the Agreement and transactions related to the borrowing and repayment.
3. Effective Date of this Resolution shall be immediately upon its adoption.

ADOPTED by the Urban Renewal Agency of the City of Wilsonville at a regular meeting thereof this 18th day of June, 2018 and filed with the Wilsonville City Recorder this same date.

TIM KNAPP, Board Chair

ATTEST:

Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Board Chair Knapp
Board Member Starr
Board Member Lehan
Board Member Akervall
Board Member Stevens

Attachment:

- A. Exhibit A - Intergovernmental Agreement Between the City and the Urban Renewal Agency

**INTERGOVERNMENTAL LOAN AGREEMENT, IN AN AMOUNT NOT TO EXCEED
\$3,000,000, FROM THE CITY OF WILSONVILLE TO THE URBAN RENEWAL
AGENCY OF THE CITY OF WILSONVILLE FOR THE PURPOSE OF FUNDING
APPROVED PROJECTS IN THE YEAR 2000 PLAN**

THIS INTERGOVERNMENT AGREEMENT entered into between the City of Wilsonville, an Oregon municipal corporation (the City), and the Urban Renewal Agency of the City of Wilsonville, Oregon, Oregon quasi-municipal corporation (the Agency),

RECITALS

WHEREAS, the Agency is a public body, corporate and politic, duly activated by the City, exercising its powers to engage in urban renewal activity as authorized by ORS Chapter 457; and

WHEREAS, the Year 2000 Plan district (the “District“) was duly established on May 4, 1992, and the Year 2000 Plan (the “Plan”) was adopted on August 29, 1990, setting out goals, objectives and projects (the “Projects”) for the Area; and

WHEREAS, the West Side district (the “District“) was duly established on November 3, 2003, and the West Side Plan (the “Plan”) was adopted on November 3, 2003, setting out goals, objectives and projects (the “Projects”) for the Area; and

WHEREAS, the Board of the Urban Renewal Agency has determined that a need exists to borrow funds for the Projects, to be repaid with tax increment financing; and

WHEREAS, Oregon Revised Statutes 457 and Oregon Constitution Article IX, Section 1(c) authorizes the Urban Renewal Agency to incur debt for the purpose of financing projects of an urban renewal plan, and to repay the debt and related costs with tax increment revenue; and

WHEREAS, the City of Wilsonville has approved a maximum indebtedness for the Year 2000 Plan District of \$92,687,423. The Agency has previously issued \$81,385,000 of long and short term indebtedness that is subject to the maximum indebtedness limitation, and there is no other indebtedness outstanding for the District to which the maximum indebtedness limitation

applies. As a result the Agency has \$11,302,423 of capacity (before issuance of the referenced borrowing of this Agreement) to incur indebtedness for the District, and

WHEREAS, ORS 294.468 authorizes a municipality to lend unrestricted money from its general fund to other funds of the municipal corporation if authorized by resolution of the governing body, and

WHEREAS, the City and Agency have determined that financing the Projects through an intergovernmental agreement as allowed by ORS 190.010, is more cost efficient than external financing methods, is financially feasible, and is in the best interest of both parties.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

Section 1: Term and Termination. This agreement shall become effective upon the date of the last signature hereon, and shall continue in full force and effect until the loan is paid in full.

Section 2: Delegation. The Designated Representatives, or a person(s) assigned by the Designated Representatives, may, on behalf of the City or Agency, act without further action by the Council, to establish the final principal amounts.

Section 3: Duties of the City. The City shall authorize all actions and execute all documents necessary or desirable to loan up to \$3,000,000 from the City's General Fund to the Agency's capital project funds as delineated in Section 5, and comply with the laws of the State of Oregon, including the terms and conditions contained within this Agreement. The Agency shall reimburse the City for its expenses incurred in the performance of this Agreement.

Section 4: Duties of the Agency. The Agency shall authorize all actions and execute all documents necessary or desirable to accept the loan, authorize repayment of the loan under the terms and conditions stated herein, and comply with the laws of the State of Oregon, applicable Urban Renewal Plans. The Agency shall be responsible for its expenses incurred in the performance of this agreement and of its activities contemplated herein.

Section 5: Loan Terms. The Loan shall be made from the City's General Fund to the Agency's Year 2000 Plan Capital Improvement Fund in the principal amount as noted below. The City shall transfer up to \$3,000,000 in aggregate on or before June 20, 2018, as follows:

Year 2000 Plan Capital Improvement Fund	<u>\$3,000,000</u>
Total	\$3,000,000

Interest on the loan, at a rate of 2.00 percent (2.0%) shall begin to accrue on the date of transfer and the corresponding loan plus accrued interest shall be repaid by each District not later than June 20, 2018.

Section 6: Consideration. In consideration of the terms and conditions set forth herein, the City agrees to loan up to \$3,000,000 in exchange for the Agency’s obligation to repay the loan solely from the tax increment revenues of the corresponding urban renewal Districts. The lien of this pledge shall be subordinate to the lien of any currently outstanding senior lien bonds and to any requirement to fund or maintain debt service funds, reserve funds or similar funds or as part of minimum balances or similar requirements for those senior lien bonds.

Section 7: Indemnification. Subject to the limitations in the Oregon Constitution and the Oregon Tort Claims Act, the parties agree to defend, indemnify and hold each other, its officers, agents and employees harmless from all claims, suits, or actions of whatsoever kind, which arise out of or result from the transfer of funds.

Section 8: Modification. This agreement may not be altered, modified, supplemented or amended in any manner whatsoever except by mutual agreement of the parties in writing. Any such alteration, modification, supplementation, or amendment, if made, shall be effective only in the specific instance and for the specific purpose given, and shall be valid and binding only if signed by the parties.

Section 9: Waiver. No provision of the agreement may be waived except in writing by the party waiving compliance. No waiver of any provision of the Agreement shall constitute waiver of any other provision, whether similar or not, nor shall any one waiver constitute a continuing waiver. Failure to enforce any provision of this Agreement shall not operate as a waiver of such provision or of any other provision.

Section 10: Severability. The parties agree that if any term or provision of the Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the

parties shall be construed and enforced as if the Agreement did not contain the particular term and provision held to be invalid.

Section 11: Designated Representative. The City authorizes the City Manager or the City Manager's designee to act on behalf of the City under this agreement. The Agency authorizes the Executive Director of the Agency or the Executive Director's designee to act on behalf of the Agency under this Agreement.

IN WITNESS WHEREOF, the execution of which having been first duly authorized according to law.

CITY OF WILSONVILLE

Bryan Cosgrove
City Manager of the City of Wilsonville, Oregon

Date

URBAN RENEWAL AGENCY OF THE CITY OF WILSONVILLE, OREGON

Bryan Cosgrove
Executive Director of the Urban Renewal
Agency of the City of Wilsonville, Oregon

Date

**CITY OF WILSONVILLE
URBAN RENEWAL AGENCY
MARCH 19, 2018**

The Urban Renewal Agency held a regular meeting on March 19, 2018 in the Wilsonville City Hall immediately following the adjournment of the City Council meeting. Chair Knapp called the meeting to order at 7:26 p.m.

The following Board Members were present:

Chair Knapp
Member Starr - Excused
Member Stevens
Member Lehan - Excused
Member Akervall

Staff present included:

Bryan Cosgrove, City Manager
Jeanna Troha, Assistant City Manager
Barbara Jacobson, City Attorney
Kimberly Veliz, City Recorder
Nancy Kraushaar, Community Development Director
Susan Cole, Finance Director
Angela Handran, Assistant to the City Manager
Cathy Rodocker, Assistant Finance Director
Bill Evans, Communications & Marketing Manager

CALL TO ORDER

Chair Knapp called the URA meeting to order at 7:26 p.m. followed by roll call.

CITIZEN INPUT

There was none.

PUBLIC HEARING

A. URA Resolution No. 282

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2017-18.
(Rodocker)

Ms. Jacobson read the title of URA Resolution No. 282 into the record.

Chair Knapp opened the public hearing at 7:26 p.m. after reading the hearing format.

The staff report was presented by Cathy Rodocker, Assistant Finance Director.

Beginning of staff report Executive Summary.

Oregon’s Local Budget Law allows the URA Board to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. The Fiscal Year 2017-18 Budget was adopted by the Agency on June 19, 2017.

Budget Adjustment Resolution

The second budget adjustment for FY2017/18 includes additional budget authority and funding for the following projects.

Tooze Rd-110 th to Grahams Ferry Rd	\$ 50,000	Project Mgmt Fees, Westside Proj Inc.
Town Center Concept Planning	90,000	Project Mgmt Fees, Eastside URA
5 th St/Kinsman Phase 1	151,000	Additional Expenses, Eastside URA
Barber St, Kinsman to Coffee Lake	67,000	Prior year expenses, Westside URA

End of staff report Executive Summary.

In closing, Mayor Knapp invited additional speakers, seeing none he closed the public hearing at 7:29 p.m.

Motion: Ms. Stevens moved to adopt URA Resolution No. 282. Ms. Akervall seconded the motion.

Vote: Motion carried 3-0.

Chair Knapp	Yes
Member Starr	Excused
Member Stevens	Yes
Member Lehan	Excused
Member Akervall	Yes

CONSENT AGENDA

A. Minutes of the February 5, 2018 URA Meeting.

Motion: Ms. Akervall moved to adopt the consent agenda. Ms. Stevens seconded the motion.

Vote: Motion carried 3-0.

Chair Knapp	Yes
Member Starr	Excused
Member Stevens	Yes
Member Lehan	Excused
Member Akervall	Yes

ADJOURN

The URA meeting adjourned at 7:30 p.m.

Respectfully submitted,

Kimberly Veliz, City Recorder

ATTEST:

Tim Knapp, Chair

DRAFT