



City of Molalla

Molalla Urban Renewal Agency

Meeting Agenda

June 14, 2017

Meeting Location: Molalla Adult Center, 315 Kennel Ave., Molalla, OR 97038 **Time:** 7:00pm
Last MURA Meeting: 01/25/2017

This meeting will be televised. The regularly scheduled meeting of the Molalla City Council will convene following adjournment of this meeting of the Molalla Urban Renewal Agency.

Public Comments: Those wishing to address the Urban Renewal Agency on any agenda item are asked to fill out and submit comment cards to the City Recorder prior to the start of the meeting.

1. **CALL TO ORDER**

- A. Flag Salute
- B. Roll Call

2. **COMMUNICATIONS**

- A. Minutes: January 25, 2017 – Approval

3. **NEW BUSINESS**

4. **CONTINUED**

5. **ORDINANCE**

6. **PUBLIC HEARING**

- A. Molalla Urban Renewal District FY 16/17 Budget

7. **RESOLUTION**

- A. Resolution 2017-02: A Resoulution Adopting the Molalla Urban Renewal Agency for the Fiscal Year 2017/2018; Making Appropriations; And Categorizing and Levying Taxes

8. **ADJOURN**

Minutes of the Molalla Urban Renewal Agency Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday January 25, 2017

ATTENDANCE: Member Jimmy Thompson, Member Leota Childress, Member Glen Boreth, Member Elizabeth Klein, Member Keith Swigart, Member Delise Palumbo, Member Cindy Dragowsky.

STAFF IN ATTENDANCE: Dan Huff, Agency Director/City Manager, Present; Gerald Fisher, Public Works Director, Present; Sadie Cramer, City Recorder, Present; Diana Hadley, Library Director, Present; Rod Lucich, Police Chief, Present.

MINUTES

Member Boreth made the motion to approve the presented minutes of March 9, 2016. Member Klein seconded. Motion carried (7-0), all ayes.

RESOLUTIONS

- **2017-01 – RESOLUTION APPOINTING THE AGENCY DIRECTOR AS BUDGET OFFICER FOR FISCAL YEAR 2017-2018 FOR THE MOLALLA URBAN RENEWAL AGENCY**

Municipal budgeting requires the appointment of a Budget Officer to prepare and present the budget for the Molalla Urban Renewal Agency and; the agency is initiating preparation of its fiscal year 2017-2018 budget; and appoints Agency Director, Dan Huff as Budget Officer for fiscal year 2017-2018. Member Childress made the motion to approve resolution 2017-01 to appoint Agency Director Dan Huff as budget officer. Member Boreth seconded. Motion carried (7-0), all ayes.

Motion to adjourn made by Member Boreth. Member Klein seconded. Motion carried (7-0), all ayes at 7:03 pm.

Sadie Cramer, City Recorder

Jimmy Thompson, Mayor/Member President



Administration – City Manager’s Office
 117 N Molalla Avenue, PO Box 248, Molalla, Oregon 97038
 Phone: (503) 829-6855 Fax: (503) 829-3676

Agenda Category – PUBLIC HEARING / NEW BUSINESS

June 14, 2017

To: Agency Members

From: Dan Huff, Agency Director, and Budget Officer

**RE: Public Hearing, Administrative Recommendations, Deliberations, and Adoption of
 FY 2017/2018 budget by resolution.**

On Tuesday May 9, 2017, the Molalla Urban Renewal Agency Budget Committee approved the proposed budget to City Council on June 14, 2017.

Summary (by appropriation) detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	URBAN RENEWAL AGENCY SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 832,067.44	\$ 3,766,419.41	\$ 2,000,000.00	<i>BFB</i>	\$ 750,000.00	\$ 750,000.00	\$ -
\$ 290,891.43	\$ 304,273.87	\$ 295,000.00	<i>Property Tax</i>	\$ 350,000.00	\$ 350,000.00	\$ -
\$ 3,032,392.11	\$ 870.66	\$ 1,000.00	<i>All Other Resources</i>	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 4,155,350.98	\$ 4,071,563.94	\$ 2,296,000.00	TOTAL URA RESOURCES	\$ 1,101,000.00	\$ 1,101,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	REQUIREMENTS	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 145,838.41	\$ 107,257.23	\$ 125,000.00	<i>Material & Services</i>	\$ 125,000.00	\$ 125,000.00	\$ -
\$ 243,093.16	\$ 1,649,204.74	\$ 1,477,100.00	<i>Capital Improvements</i>	\$ -	\$ -	\$ -
\$ -	\$ 85,000.00	\$ 218,750.00	<i>Debt Service</i>	\$ 225,150.00	\$ 225,150.00	\$ -
\$ -	\$ -	\$ 150,000.00	<i>Contingency</i>	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ 325,150.00	<i>Reserve</i>	\$ 650,850.00	\$ 650,850.00	\$ -
\$ 388,931.57	\$ 1,841,461.97	\$ 2,296,000.00	TOTAL URA REQUIREMENTS	\$ 1,101,000.00	\$ 1,101,000.00	\$ -
\$ 3,766,419.41	\$ 2,230,101.97	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

The Molalla Urban Renewal Agency, although a different corporation with its own Board, functions under the administration of the City of Molalla and is governed by the same financial policies, procedures, and goals. In addition, the agency is budgeted and audited in partnership with the City.

In 2015 the Agency bonded using a full faith in credit bond in partnership with the City of Molalla. The Molalla Urban Renewal Agency will be responsible for the debt repayment meaning the Agency must always keep in reserve the next fiscal year's principal and interest payment. The URA bond is designed as a fourteen (14) year pay-off (before the sunset of the URA), with a call date at ten (10)

years and with a no-penalty payoff. This will open the URA timeline and/or capture a second bond opportunity if the Agency so elects.

As discussed in the budget committee process, this fund has now expended the bond and completed the Heintz Street extension and Molalla Avenue improvements and will be in a debt re-payment status to meet the call date at year ten per an Agency board directive.

Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	URBAN RENEWAL AGENCY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 832,067.44	\$ 3,766,419.41	\$ 2,000,000.00	BEGINNING FUND BALANCE	\$ 750,000.00	\$ 750,000.00	\$ -
\$ 290,891.43	\$ 304,273.87	\$ 295,000.00	PROPERTY TAX	\$ 350,000.00	\$ 350,000.00	\$ -
\$ 3,031,763.60	\$ -	\$ -	FULL FAITH IN CREDIT BOND	\$ -	\$ -	\$ -
\$ 628.51	\$ 870.66	\$ 1,000.00	INTEREST	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 4,155,350.98	\$ 4,071,563.94	\$ 2,296,000.00	Total URA Resources	\$ 1,101,000.00	\$ 1,101,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	URBAN RENEWAL AGENCY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 11,861.48	\$ 2,455.00	\$ 25,000.00	OPERATION & MAINTENANCE	\$ 25,000.00	\$ 25,000.00	\$ -
\$ -	\$ -	\$ -	BUSINESS LOAN PROGRAM	\$ -	\$ -	\$ -
\$ 133,976.93	\$ 104,802.23	\$ 100,000.00	PROFESSIONAL SERVICES	\$ 100,000.00	\$ 100,000.00	\$ -
\$ 145,838.41	\$ 107,257.23	\$ 125,000.00	Total URA Material & Services	\$ 125,000.00	\$ 125,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	URBAN RENEWAL AGENCY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 243,093.16	\$ 1,649,204.74	\$ 1,477,100.00	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
\$ 243,093.16	\$ 1,649,204.74	\$ 1,477,100.00	Total URA Capital Improvements	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	URBAN RENEWAL AGENCY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 85,000.00	\$ 120,000.00	URA BOND- PRINCIPAL	\$ 130,000.00	\$ 130,000.00	\$ -
\$ -	\$ 131,143.05	\$ 98,750.00	URA BOND- INTEREST	\$ 95,150.00	\$ 95,150.00	\$ -
\$ -	\$ 85,000.00	\$ 218,750.00	Total URA Debt Service	\$ 225,150.00	\$ 225,150.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	URBAN RENEWAL AGENCY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 150,000.00	CONTINGENCY	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ 100,000.00	RESERVE	\$ 419,600.00	\$ 419,600.00	\$ -
\$ -	\$ -	\$ 225,150.00	URA BOND - RESERVE	\$ 231,250.00	\$ 231,250.00	\$ -
\$ -	\$ -	\$ 475,150.00	Total URA Contingency/Reserve	\$ 750,850.00	\$ 750,850.00	\$ -

RESOLUTION 2017-02
MOLALLA URBAN RENEWAL AGENCY

**A RESOLUTION ADOPTING THE MOLALLA URBAN RENEWAL AGENCY BUDGET FOR THE FISCAL YEAR
2017/2018; MAKING APPROPRIATIONS; AND CATEGORIZING AND LEVYING TAXES**

The board of the Molalla Urban Renewal Agency on the 14th day of June, 2017 sat in regular session for the transaction of agency business.

WHEREAS, the Molalla Urban Renewal Agency Budget Committee has reviewed and acted on the proposed Agency budget; and

WHEREAS, the Molalla Urban Renewal Agency Budget Committee approved and recommended a balanced budget to the Urban Renewal Agency Board on May 9, 2017; and

WHEREAS, in accordance with State law, the Urban Renewal Agency Board has held a public hearing on the budget as approved and recommended by the Molalla Budget Committee.

NOW, THEREFORE, THE MOLALLA URBAN RENEWAL AGENCY RESOLVES and hereby adopts the FY 2017/2018 Budget approved by the Budget Committee on May 9, 2017, in the amount of \$1,101,000.00, of which \$650,850.00 is in reserves. Copies of the said budget are on file at the Molalla City Hall, 117 N. Molalla Avenue, Molalla, Oregon, 97038.

THE MOLALLA URBAN RENEWAL AGENCY FURTHER RESOLVES as follows:

1. **THAT** the amounts for the purpose of operating the Agency for the fiscal year 2017/2018 budget year be appropriated as follows, beginning July 1, 2017.

Materials & Services	\$ 125,000.00
Debt Service	\$ 225,150.00
Contingency	\$ 100,000.00
TOTAL APPROPRIATED FUNDS	\$ 450,150.00
RESERVES	\$ 650,850.00
TOTAL FY 2017/18 BUDGET FOR MURA	\$ 1,101,000.00
2. **THAT** the Budget Officer is authorized to prepare and submit any certifications of the taxes levied that may be deemed necessary by the Oregon Department of Revenue and Clackamas County Assessor.
3. **TO CERTIFY** to the County Assessor for the Downtown Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

Adopted by the Molalla Urban Renewal Agency this 14th day of June, 2017.

ATTEST:

City of Molalla, Oregon

By: _____
Sadie Cramer, CMC, City Recorder

By: _____
Jimmy Thompson, Mayor