

# CITY OF COBURG URBAN RENEWAL AGENCY

APPROVED BUDGET

FISCAL YEAR 2017-2018



**COBURG URBAN RENEWAL AGENCY**

**BUDGET COMMITTEE MESSAGE**

**FISCAL YEAR 2017-18**

Dear Citizens and Budget Committee Members

This budget continues the agency's practice of contributing funds to the City of Coburg Sewer Debt Fund for debt service loan payments. This fulfills the mission of the agency to "Assist the City of Coburg with the financing of the wastewater system".

In 2018 the Agency will transfer \$500,000 to the City. This is a one-time increased transfer per Council direction in response to the City adopted Resolution 2017-4 which set the Sewer Rates back to \$85. The rate setting was a result of the annually updated 20 year Sewer Analysis. Per staff's recommendation, the rate adjustment depended on the one-time increased transfer from the Urban Renewal Agency to the City Sewer Debt Service.

In budget years 2019 and later, the transfer to the City will be the majority of tax receipts leaving a minimal fund balance in the URA to cover the administration of the agency such as the audit, administrative services expense, public notices, bank fees, etc. The fund balance really represents cash on hand as the Urban Renewal District has no Capital Assets. This will continue until the Debt Service of the Wastewater Project is paid in full.

As the Sewer project was completed and the Sewer Fund as well as the Urban Renewal Agency moved to an "operations mode", a policy driven discussion took place regarding the purpose and use of the Urban Renewal tax receipts. This budget reflects those discussions.

**TAX ANTICIPATION**

An analysis of tax receipts for the URD (Urban Renewal District) is included in this packet. It reflects an increase in values as well as the budgeted receipts for 2017. This is due to increased development in the URA district as well as the updates to buildings with new owners, renters and lease occupants. The County has predicted that the URA will perform better than historically in 2018 as all of the above continues to take place. We have budgeted a 4% increase.

**DEBT SERVICE TRANSFER TO THE CITY**

The Budget reflects \$500,000 transferred to the City for Debt Service as discussed above. This is an increase of \$175,500.

Thank you for your time and consideration of this budget. I look forward to discussing the budget with you and answering your questions.

Sincerely,

Anne Heath  
Budget Officer, Urban Renewal Agency  
Finance Director, City of Coburg

**City of Coburg  
Urban Renewal Agency  
Adopted Budget 2017-18**

	Sum of Actual 2015	Sum of Actual 2016	Sum of Adopted 2017	Sum of Proposed 2018
<b>1 - Revenue</b>	<b>1,802,107</b>	<b>249,391</b>	<b>284,781</b>	<b>324,500</b>
001-000-400200 Current Property Taxes	302,529	248,078	280,781	323,000
001-000-400300 Delinquent Property Taxes	-	-	0	-
001-000-401000 Interest Income	3,623	1,313	4,000	1,500
001-001-400110 Sewer Project Reimb.	1,495,955	0	0	0
<b>3 - Material &amp; Services</b>	<b>(1,754,420)</b>	<b>-232,300</b>	<b>-331,450</b>	<b>(507,450)</b>
001-001-510600 Audit	(3,700)	0	-4,000	(4,000)
001-001-510701 UGB Expansion Project Reimb.	-	0	0	-
001-001-510800 Professional Services	(46)	-1,656	-500	(500)
001-001-510801 General LCOG Services	-	0	0	-
001-001-510880 Attorney	(543)	0	-200	(200)
001-001-513000 Bank Fees	(138)	-126	-350	(350)
001-001-522090 Mbrships, Dues & Subscriptions	(62)	-238	0	(500)
001-001-542000 Payments to City for Debt Serv	(219,511)	0	0	0
001-001-557100 Advertising, Notices & Electio	(420)	-280	-400	-400
001-001-557200 Reconciliation Discrepancy	0	0	0	0
001-001-665000 LCOG Services	0	0	0	0
001-001-510805 Administrative Services	0	0	-1,500	-1,500
001-001-710000 Wastewater Debt Service Reserve Fund	-1,530,000	-230,000	-324,500	-500,000
<b>6 - Debt</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
001-001-666000 Construction Loan to City	0	0	0	0
<b>8 - Contingency</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
001-800-801000 Operating Contingency	0	0	0	0
<b>9 - Fund Balance</b>	<b>-47,687</b>	<b>-17,091</b>	<b>46,669</b>	<b>182,950</b>
001-000-400100 Beginning Fund Balance	159,158	206,845	198,844	216,677
001-900-950000 Unapp Ending Fund Bal	-206,845	-224,677	-152,175	-33,727
001-900-95XXXX Prior Period Adjustment	0	741	0	0
Adjustment to debt service	0	0	0	0
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# GUARD PUBLISHING COMPANY

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Legal Notice 6909021

## Legal Notice Advertising

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MAY 01 2017

#

### AFFIDAVIT OF PUBLICATION

STATE OF OREGON, }  
COUNTY OF LANE, } ss.

I, **Wendy Raz**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Budget Committee Meeting** printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper for **one** successive and consecutive **Day(s)** in the following issues:

April 26, 2017

**NOTICE OF BUDGET COMMITTEE MEETING**  
A public meeting of the Budget Committee of the Coburg Urban Renewal Agency, Lane County, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018, will be held at Coburg City Hall, 91136 N Willamette. The meeting will take place on May 16, 2017, and will be held at 6:30 p.m.  
The purpose of this meeting is to receive the budget message and to receive public comment from the public on the budget.  
This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.  
A copy of the budget document may be inspected or obtained on or after April 24, 2017 at 91136 N Willamette, City Hall between the hours of 8:00 am and 5:00 pm. Additional information and this notice have been posted to the City website [www.coburgoregon.org](http://www.coburgoregon.org)  
No. 6909021 - April 26, 2017

Department: Admin

Account: 001-001-557100

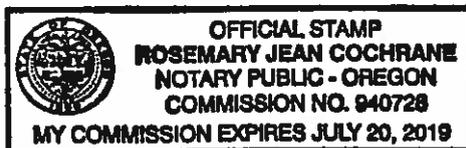
Approved: 5/19/17

Date: [Signature]

[Signature]

Subscribed and affirmed to before me this April 26, 2017

Rosemary Jean Cochrane  
Notary Public of Oregon



Account #: 1000217

INVOICE 6909021

Case: May 16, 2017

Ad Price: \$70.00 DAY 65.00

# GUARD PUBLISHING COMPANY

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URA

### AFFIDAVIT OF PUBLICATION

STATE OF OREGON, }  
COUNTY OF LANE, } ss.

I, **Wendy Raz**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Budget Hearing** printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper for **one** successive and consecutive **Day(s)** in the following issues:

June 07, 2017

FORM  
UR-1

#### NOTICE OF BUDGET HEARING

A public meeting of the Coburg Urban Renewal Dis will be held on June 13, 2017 at 6:00 p.m., at 91136 N. Willamette Street, Oregon. The purpose of the meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Coburg Urban Renewal District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 91136 N. Willamette Street between the hours of 8 a.m. and 5 p.m., or online at [www.coburgoregon.org](http://www.coburgoregon.org). The budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year. If different, the major changes and the effect on the budget are: None.

Contact: Anne Heath, Finance Director Telephone number (541) 682-787

E-mail: [anne.heath@cl.coburg.or.us](mailto:anne.heath@cl.coburg.or.us)  
FINANCIAL SUMMARY - RESOURCES

#### TOTAL OF ALL FUNDS

	Actual Amounts 2015-2016	Adopted Budget This Year 2016-2017	Approved Budget Next Year 2017-2018
1. Beginning Fund Balance/Net Working Capital	206,845.00	198,844.00	216,677.00
5. All Other Resources Except Division of Tax & Special Levy	1,313.00	4,000.00	1,500.00
6. Revenue from Division of Tax	248,078.00	280,781.00	323,000.00
8. Total Resources - add lines 1 through 7	456,236.00	483,625.00	541,177.00
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
10. Materials and Services	232,300.00	331,450.00	507,450.00
16. Unappropriated Ending Fund Balance and Reserved for Future Expenditure	223,936.00	152,175.00	33,727.00
17. Total Requirements - add lines 9 through 16	456,236.00	483,625.00	541,177.00

No. 6962503 - June 7, 2017

Department: URA Budget

Account: \_\_\_\_\_

Approved: [Signature]

Date: 6/13/17

[Signature]

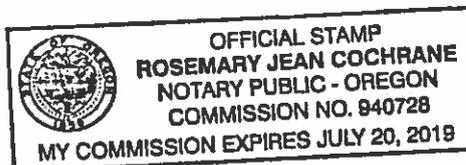
Subscribed and affirmed to before me this June 7, 2017

Rosemary Jean Cochrane  
Notary Public of Oregon

\* Anne, I do not have the URA Chart of Accounts. Please finish.  
6.13.17  
[Signature]

APR 2017

Account #: 1000217  
INVOICE 6962503  
Case: June 13, 2017  
Ad Price: \$155.0



## RESOLUTION 2017-01-U

### A RESOLUTION AUTHORIZING THE AGENCY BUDGET FOR FISCAL YEAR 2017-18 AND CREATING EXPENDITURE APPROPRIATIONS

BE IT RESOLVED that the Board of Directors of the Coburg Urban Renewal Agency hereby adopts the budget for fiscal year 2017-18 in the sum of \$541,177, now on file at Coburg City Hall.

#### MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below are hereby appropriated as follows:

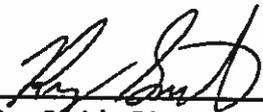
Materials and Services	<u>\$507,450</u>
Total Appropriations	\$507,450
Total Un-appropriated Funds	<u>\$ 33,727</u>
Total Requirements	<u>\$541,177</u>

#### RESOLUTION DECLARING TAX INCREMENT

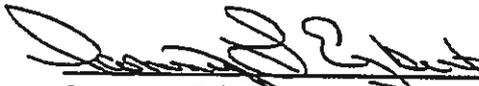
BE IT RESOLVED that the Board of Directors of the Coburg Urban Renewal Agency hereby resolves to certify to the County Assessor a request for the Coburg Urban Renewal Agency Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1C, Article IX, of the Oregon Constitution and ORS Chapter 457.

The above resolution statements were approved and declared adopted on this 13<sup>th</sup> day of June, 2017.

Adopted by the Coburg Urban Renewal Agency, by a vote of 7 for and 0 against, this 13<sup>th</sup> day of June, 2017.

  
\_\_\_\_\_  
Ray Smith, Director

ATTEST:

  
\_\_\_\_\_  
Sammy L. Egbert, City Recorder

• Submit two (2) copies to county assessor by July 15.

Check here if this is an amended form.

**Notification**

City of Coburg Urban Renewal Agency authorizes its 2017-18 ad valorem tax increment amounts  
(Agency Name)

by plan area for the tax roll of Lane County.

(County Name)

Anne Heath  
(Contact Person)

541-682-7870  
(Telephone Number)

06/13/2017  
(Date Submitted)

P.O. Box 8316, Coburg, Oregon 97408  
(Agency's Mailing Address)

anne.heath@ci.coburg.or.us  
(Contact Person's E-mail Address)

Yes, the agency has filed an impairment certificate by May 1 with the assessor (ORS 457.445).

**Part 1: Option One Plans (Reduced Rate).** For definition of Option One plans, see ORS 457.435(2)(a)

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	Special Levy Amount**
	\$ _____ Or	Yes ____	\$ _____
	\$ _____ Or	Yes ____	\$ _____
	\$ _____ Or	Yes ____	\$ _____
	\$ _____ Or	Yes ____	\$ _____

**Part 2: Option Three Plans (Standard Rate).** For definition of Option Three plans, see ORS 457.435(2)(c)

Plan Area Name	Increment Value to Use***	100% from Division of Tax***	Special Levy Amount****
	\$ _____ Or		
	\$ _____ Or		
	\$ _____ Or		

**Part 3: Other Standard Rate Plans.** For definition of standard rate plans, see ORS 457.445(2)

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
Coburg Urban Renewal Agency	\$ _____ Or	Yes <u> X </u>	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	

**Part 4: Other Reduced Rate Plans.** For definition of reduced rate plans, see ORS 457.445(1)

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	
	\$ _____ Or	Yes ____	

**Notice to Assessor of Permanent Increase in Frozen Value.** Effective 2015-2016, permanently increase frozen value to:

Plan Area Name	New frozen value \$
Plan Area Name	New frozen value \$

- \* All Plans except Option Three: Enter amount of Increment Value to Use that is less than 100% Or check "Yes" to receive 100% of division of tax. Do NOT enter an amount of Increment Value to Use AND check "Yes".
- \*\* If an Option One plan enters a Special Levy Amount, you MUST check "Yes" and NOT enter an amount of Increment to Use.
- \*\*\* Option Three plans enter EITHER an amount of Increment Value to Use to raise less than the amount of division of tax stated in the 1998 ordinance under ORS 457.435(2)(c) OR the Amount from Division of Tax stated in the ordinance, NOT both.
- \*\*\*\* If an Option Three plan requests both an amount of Increment Value to Use that will raise less than the amount of division of tax stated in the 1998 ordinance and a Special Levy Amount, the Special Levy Amount cannot exceed the amount available when the amount from division of tax stated in the ordinance is subtracted from the plan's Maximum Authority.