

AGENDA

Reedsport Urban Renewal District Agency
January 9, 2023, 7:00 p.m.
City Hall Council Chambers
451 Winchester Avenue

REGULAR SESSION:

In accordance with HB2560, the City of Reedsport, to extent reasonably possible, will make all meetings accessible remotely via Zoom and provide the opportunity for citizens to submit oral testimony during the meeting and written testimony by emailing cdavis@cityofreedsport.org by 4:00 p.m. on the day of each regularly scheduled council meeting.

Zoom Link: <https://us02web.zoom.us/j/88258659119?pwd=SkhkNHhrOUk2eUhud00rS1pVa1BmUT09>

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. CITIZEN COMMENTS

This time is reserved for citizens to comment on items that are not on the Agenda. Maximum of five minutes per item, please.

3. APPROVAL OF THE AGENDA

4. CONSENT AGENDA

Routine items of business that require a vote but are not expected to require discussion by the Agency are placed on the Consent Agenda and voted upon as one item. In the event that an Agency Member or citizen requests that an item be discussed, it will be removed from the Consent Agenda and placed under General Business.

A. Approve Minutes or the Urban Renewal Agency meeting of December 5, 2022.

B. Motion to approve the Consent Agenda.

5. GENERAL BUSINESS

A. Shall the Reedsport Urban Renewal District Agency authorize the purchase of TL301 Port Dock Road with awarded grant funding from the Oregon Parks and Recreation Department? (AL023-001)

6. MISCELLANEOUS ITEMS

7. ADJOURN

The Council meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting, to the Reedsport City Hall at (541) 271-3603.

MINUTES OF THE REEDSPORT URBAN RENEWAL AGENCY
DECEMBER 5, 2022, AT 7:00 PM, CITY COUNCIL CHAMBERS & VIA ZOOM

PRESENT:

Chair Linda McCollum
Agency Members DeeDee Murphy, Joe Liedtky, Mark
Bedard, Rich Patten, and Debby Turner
(Agency Member Jeffrey Vanier was absent)

City Manager Deanna Schafer

City Attorney Stephen H. Miller

OTHERS PRESENT:

Dep. City Recorder Courteney Davis, Public Works
Director Kimberly Clardy, Finance Director Michelle
Fraley, UDC Director Diane Novak, Allen Teitzel, Ron
Eberlein, Debbie McKinney, Kevin Swift, Shelley
Swift, Sandra Donnelly, Carey Jones, Kathi Wall-
Meyer, Debbie McKinney

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair McCollum called the meeting to order at 7:03 P.M.

2. CITIZENS COMMENTS

*This time is reserved for citizens to comment on items that are not on the Agenda.
Maximum of five minutes per item, please.*

None.

3. APPROVAL OF THE AGENDA

Agency Member Bedard motioned to approve the agenda.

Agency Member Murphy seconded the motion.

MOTION:

that the Urban Renewal Agency approve the agenda

VOTE:

AYES 6 NAYES 0

(Chair Linda McCollum, Agency Members, Murphy, Liedtky, Bedard, Patten and Turner
voted in favor of the motion).

4. CONSENT AGENDA

Routine items of business that require a vote but are not expected to require a discussion by the Council are placed on the Consent Agenda and voted upon as one time. In the event that a Councilor or citizen requests that an item be discussed, it will be removed from the Consent Agenda and placed under General Business.

A. Approve the minutes of the Urban Renewal Agency Meeting of June 20, 2022.

B. Shall the Urban Renewal Agency adopt a meeting schedule for Urban Renewal Agency meetings for the 2023 calendar year?

Staff is asking that the Agency review the proposed meeting schedule for the 2023 calendar year.

During the previous fiscal years the meeting dates were moved to the same night as the City Council meetings. This change was made in an attempt to eliminate the redundancy of presenting the same information at multiple meetings, this change continues for the 2023 schedule.

***1. Adopt a 2023 Calendar for Urban Renewal District Agency meeting dates.**

C. Accept Quarterly Financial Report.

D. Motion to approve the Consent Agenda.

Agency Member Murphy motioned to approve the consent agenda.

Agency Member Patten seconded the motion.

MOTION:

that the Urban Renewal Agency approve the consent agenda.

VOTE:

AYES 6 NAYES 0

(Chair Linda McCollum, Agency Members Murphy, Liedtke, Bedard, Patten and Turner voted in favor of the motion).

5. REGULAR BUSINESS

A. Shall the Reedsport Urban Renewal District Agency adopt Resolution UR2022-003 authorizing a supplemental budget and budget revisions to the 2022-23 FY budget?

Finance Director Michelle Fraley stated that a resolution has been drafted which provides for unforeseen changes in the form of a supplemental budget and budget revisions to the 2022-23 fiscal year budget.

According to ORS a local government may prepare a supplemental budget if a condition that was not known at the time of the budget requires a change in financial planning. The following information is provided regarding the recommended adjustments. These adjustments were not known at the time of adopting the FY 2022-23 budget.

None of the recommended adjustments increase the property tax levy.

Budget Change for Fund 150 Urban Renewal Agency Fund

| | |
|--------------------------|-------------|
| Miscellaneous Revenue | \$54,646.25 |
| Capital Outlay | |
| Capital Projects Reserve | \$54,646.25 |

This is from the sale of 1241 Highway Avenue

Budget Change for Fund 151 Urban Renewal Agency Main Street Fund

| | |
|-------------------------|-----------|
| Materials & Services | |
| Rare Intern Supplies | \$3,860 |
| Main Street Coordinator | \$8,640 |
| Capital Outlay | |
| Steam Donkey Project | \$(5,000) |
| Other Projects | \$(7,500) |

To appropriate budgeted capital outlay projects to actual and increase for ROI contract services and supplies.

The total budget will be increased by \$54,646.25 with no increase or decrease in property taxes.

Agency Member Bedard motioned to adopt Resolution UR2022-003 authorizing a supplemental budget and budget revisions to the FY 2022-23 budget.

Agency Member Murphy seconded the motion.

MOTION:

that the Reedsport Urban Renewal District Agency adopt Resolution UR2022-003 authorizing a supplemental budget and budget revisions to the FY 2022-23 budget.

VOTE:

AYES 6 NAYES 0

(Chair Linda McCollum, Agency Members Murphy, Liedtky, Bedard, Patten and Turner voted in favor of the motion).

B. Shall the Urban Renewal District Agency appoint members to the Urban Renewal Advisory Committee?

Deputy City Recorder Courteney Davis stated that Resolution UR2007-002 established an advisory committee for the Reedsport Urban Renewal District Agency to fulfill the duties described therein. The membership is made up of seven staggered terms of appointment at four years each.

There are currently two positions (Position #2 and Position #7) open on the committee with both terms expiring on December 31, 2026

Applicant: Leon Bridge – incumbent position #2
Garry Baker

The applicants are residents of Douglas County within the Lower Umpqua Hospital District Boundaries, the only requirement for the position.

Agency Member Murphy motioned to appoint citizen Leon Bridge to position #2 and citizen Garry Baker to position #7 on the Urban Renewal District Advisory Committee.

Agency Member Turner seconded the motion.

MOTION:

that the Reedsport Urban Renewal District Agency adopt Resolution UR2022-003 authorizing a supplemental budget and budget revisions to the FY 2022-23 budget.

VOTE:

AYES 6 NAYES 0

(Chair Linda McCollum, Agency Members Murphy, Liedtky, Bedard, Patten and Turner voted in favor of the motion).

6. MISCELLANEOUS ITEMS

(Agency Members, City Manager)

- A. City Manager Deanna Schafer stated the advisory committee will be meeting in January to discuss a few items. Staff has been researching the extension of the Urban Renewal District as it has not been used to its full intended means. In our plan we have the ability to extend the district in order to complete aspects of the plan that have not yet been utilized. The extension is considered a substantial amendment by ORS 457 and will require a vote of the council and approval by the local taxing districts but will not require a city-wide vote.

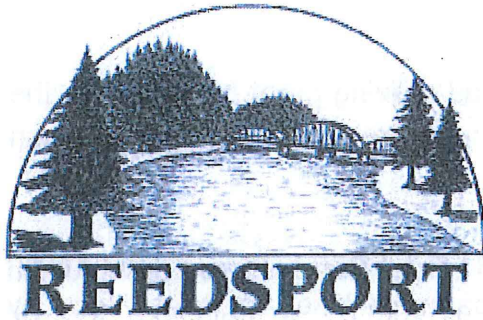
7. ADJOURN

Chair McCollum adjourned the meeting at 7:16 P.M.

Chair Linda McCollum

ATTEST:

Deanna Schafer, City Recorder



CITY of REEDSPORT

451 Winchester Avenue
Reedsport, OR 97467-1597
Phone (541) 271-3603
Fax (541) 271-2809

Honorable Chair and
Members of the Urban Renewal Agency
Reedsport, Oregon

Agency Letter 023-001
Agenda of January 9, 2023
RE: Authorize Property Purchase

ISSUE:

Shall the Reedsport Urban Renewal District Agency authorize the purchase of TL301 Port Dock Road with grant funding from the Oregon Parks and Recreation Department?

BACKGROUND:

In February of 2022, the Urban Renewal District Agency adopted Resolution UR2022-001 authorizing the submission of a grant application to the Oregon Parks and Recreation Department (OPRD) through their Local Government Grant Program (LGGP).

The purpose of the grant program is to provide needed park and recreation through acquisition, improvements and enhancements. Staff identified the acquisition of the real property commonly known as Tax Lot 301 Port Dock Road, as a high priority need for our community. The property is a privately owned section of the levee which runs along Macintosh Slough between the Waste Water Treatment Plant and 7th Street.

Staff prepared and submitted a completed grant application and then presented a short presentation before the independent review board in July of 2022. Staff was informed on September 15, 2022 that our project had been selected for funding. The State has issued a notice proceed (12/9/22) for the acquisition of the property.

This grant opportunity will reduce the City's overall fiscal impact of purchasing the property by utilizing the 80% funding offered through OPRD.

FISCAL IMPACT:

The remaining 20% match (\$22,000) is available in the Urban Renewal District Budget and was accounted for in the 22/23 FY budget.

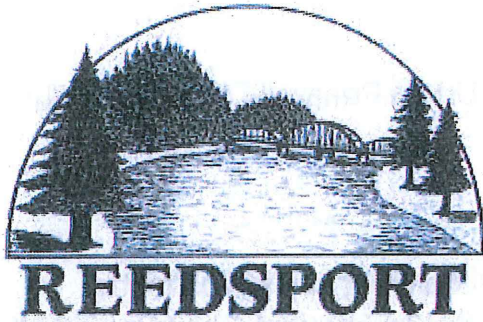
ALTERNATIVES:

1. Authorize the purchase of TL301 Port Dock Road utilizing grant funding from the Oregon Parks and Recreation Department and authorize the City Manager to sign associated document(s).
2. Decline to authorize the purchase of TL301 Port Dock Road utilizing grant funding from the Oregon Parks and Recreation Department and authorize the City Manager to sign associated document(s).
3. Table this issue and direct staff to conduct additional research.

RECOMMENDATION:

Staff recommends alternative #1.

Deanna Schafer
City Manager



CITY of REEDSPORT

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Honorable Chair and
Members of the Urban Renewal Agency
Reedsport, Oregon

Agency Letter 022-001
Agenda of February 7, 2022
RE: Local Government Grant Program

ISSUE:

Shall the Reedsport Urban Renewal District Agency adopt a resolution authorizing the submission of a grant application to the Oregon Parks and Recreation Department (OPRD), Local Government Grant Program (LGGP) for the acquisition of property and assign UR2022-001 as the title?

BACKGROUND:

The OPRD is accepting applications for the LGGP. The purpose of the grant program is to provide needed park and recreation through acquisition, improvements and enhancements. Staff has identified the acquisition of the real property commonly known as 301 Port Dock Road, as a high priority need for our community. The property is a privately owned section of the levee and runs along Macintosh Slough between the Waste Water Treatment Plant and Holly Knolls/7th Street. This piece of property is identified as a connection property for the Levee Loop trail and is identified in several planning documents, including the most recent Reedsport Waterfront and Downtown Plan, as a must need acquisition for an outdoor walking path. The acquisition of the property is also vital to the Reedsport Flood Reduction Resiliency Project. The City currently holds a maintenance easement on the property.

The City obtained an appraisal for the property in June of 2021 at a value of \$110,000 (1.46 acres). Currently the property is owned by Reedsport Real Estate (Mast Brothers) and the owners have agreed to sell the property for the appraisal amount.

Staff has identified this grant opportunity as a way to reduce the City's overall fiscal impact of purchasing the property by utilizing the 80% funding potential offered through OPRD. The remaining 20% match needed from the City can include administrative and pre-agreement costs such as staff time, appraisal fees and reviews.

The Urban Renewal Advisory Board met and unanimously voted to recommend this project to the Agency for consideration.

FISCAL IMPACT:

The match amount of up to \$22,000 is available in the Urban Renewal District Capital Project Reserves.

ALTERNATIVES:

1. Adopt a resolution authorizing the submission of a grant application to the Oregon Parks and Recreation Department, Local Government Grant Program for the acquisition of property and assign UR2022-001 as the title.
2. Decline to adopt a resolution authorizing the submission of a grant application to the Oregon Parks and Recreation Department, Local Government Grant Program for the acquisition of property
3. Table this issue and direct staff to conduct additional research.

RECOMMENDATION:

Staff recommends alternative #1.

Deanna Schafer
City Manager

