



URBAN RENEWAL AGENCY

Wednesday, June 03, 2020

265 Strand Street, St. Helens, OR 97051

www.ci.st-helens.or.us

Welcome!

1. **Open Public Hearing - 6:15 pm - 2020-2021 Urban Renewal Agency Budget Adoption**
2. **Roll Call - 6:30 pm**
3. **Election of Officers: Chair & Vice Chair**
4. **Consent Agenda for Approval**
 - 4.A. Urban Renewal Public Hearing Minutes dated May 15, 2019
[051519 URA PH Minutes DRAFT](#)
 - 4.B. Urban Renewal Agency Meeting Minutes dated May 15, 2019
[051519 URA Meeting Minutes DRAFT](#)
5. **Public Comment**
6. **Discussion/Action Items**
 - 6.A. Resolution No. UR-005 - Adopting the 2020-2021 Budget
[UR-005 - Adopting the 2020-2021 Budget](#)
7. **Administrator Report**
8. **Adjournment**

Zoom Meeting Details - Join Zoom Meeting <https://zoom.us/j/91984883144>

Meeting ID: 919 8488 3144

Dial by your location: 1 346 248 7799

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City of St. Helens

Urban Renewal Agency Public Hearing

Draft Minutes

May 15, 2019

Members Present: Ginny Carlson, Vice Chair
Stephen Topaz, Agency Member
Doug Morten, Agency Member
Rick Scholl, Agency Member
Keith Locke, Chair

Members Absent: None

Staff Present: Matt Brown, Finance Director
John Walsh, City Administrator
Jennifer Dimsho, Associate Planner
Jacob Graichen, City Planner

Others: Frank Brandon

- 1) **6:00 p.m. - Open Public Hearing**
- 2) **Topic - 2019 - 2020 Urban Renewal Budget Adoption**
2.A 2019-2020 Urban Renewal Proposed Budget

Administrator Walsh explained that at the time of the adoption of the Urban Renewal Plan, there was a proposed 40 million dollar investment from Armstrong. Not only did the investment not come to fruition, Armstrong closed, which created an even greater depression in property tax revenues. He is actually surprised there is growth and increment collected at all last fiscal year.

Finance Director Brown explained that all of the money for 2019-2020 is appropriated to contingency funds because no projects are planned for the URA. He said if we need to move the money around, we can. Chair Locke asked if we have a revenue forecast for beyond 2020. Brown said it will depend on development and investment within the boundary. Associate Planner Dimsho noted the large investment near Matzen Street and McBride Street is within the agency boundary, so when those sites go online, the URA will see the increase in tax revenues.

Morten asked if the environmental cleanup required on the Armstrong site is slowing the sale of the property. Walsh explained a settlement that was reached.

No one from the audience spoke.

- 3) **Close Public Hearing - 6:15 p.m.**

Respectfully submitted,

*Jennifer Dimsho
Associate Planner*

City of St. Helens Urban Renewal Agency

Draft Minutes

May 15, 2019

Members Present: Ginny Carlson, Chair
Keith Locke, Agency Member
Doug Morten, Vice Chair
Stephen Topaz, Agency Member
Rick Scholl, Agency Member

Members Absent: None

Staff Present: City Administrator John Walsh
City Planner Jacob Graichen
Associate Planner Jennifer Dimsho
Finance Director Matt Brown

Others: Frank Brandon

1) **6:15 p.m. - Roll Call**

2) **Election of Officers: Chair and Vice Chair**

Motion: Upon Scholl's motion and Morten's second, the Urban Renewal Agency unanimously approved to elect Ginny Carlson as Chair. [AYES: Locke, Morten, Topaz, Scholl; Nays: None]

Motion: Upon Scholl's motion and Locke's second, the Urban Renewal Agency unanimously approved to elect Doug Morten as Vice Chair. [AYES: Chair Carlson, Locke, Topaz, Scholl; Nays: None]

3) **Consent Agenda for Approval**
3.A Draft Minutes dated September 5, 2018

Motion: Upon Scholl's motion and Locke's second, the Urban Renewal Agency unanimously approved Draft Minutes dated September 5, 2018. [AYES: Chair Carlson, Locke, Vice Chair Morten, Topaz, Scholl; Nays: None]

4) **Public Comment**

There were no public comments.

5) **Discussion/Action Items**
5.A Resolution No. UR-004 - Adopting the 2019-2020 Budget

Motion: Upon Locke's motion and Scholl's second, the Urban Renewal Agency unanimously adopted Resolution No. UR-004 - Adopting the 2019-2020 Budget. [AYES: Chair Carlson, Locke, Vice Chair Morten, Topaz, Scholl; Nays: None]

6) Administrator Report

City Administrator Walsh said, similar to last year's report, the Urban Renewal Agency (URA) is in its infancy. It does not have enough money to move forward on any projects. At some point the impacts in this delay in funding will result in the need to do new revenue forecasting. Chair Carlson asked if the role of the URA is to attract businesses and industries and to hold other economic development partners accountable. She asked what our plan is to make sure our budget is not \$50,000 next year. What are our incentives to bring industry to St. Helens? Scholl said we are moving forward on the St. Helens Industrial Business Park. It just takes time. Walsh said the URA is absolutely an economic development tool, but it achieves goals primarily through infrastructure projects. Chair Carlson asked if there's a grant program that funds personnel to help with economic development, especially given our depressed economic statistics. Associate Planner Dimsho said she was not aware of a program like that, but that does not mean it does not exist. Chair Carlson asked the URA members to keep an eye out for grant opportunities for personnel. Scholl noted that the Port of Columbia County and Columbia County Economic Development Team are the two drivers of economic development in our area. Chair Carlson suggested reaching out to them for suggestions.

Scholl also said we are within an Opportunity Zone, which is helpful in marketing new industry to our area. Topaz said other states offer state-wide incentives to attract industry, but Oregon does not seem to offer much. Chair Carlson said we should gather more information and meet again to discuss any further developments. City Planner Graichen noted other projects within the urban renewal area that will be improving the revenue forecast.

7) Adjournment

There being no further business before the Urban Renewal Agency, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

*Jennifer Dimsho
Associate Planner*

City of St. Helens
RESOLUTION NO. UR-05

A RESOLUTION ADOPTING THE BUDGET FOR THE 2020-2021 FISCAL
YEAR, MAKING APPROPRIATIONS, DECLARING THE TAX INCREMENT, AND
COLLECTING THE MAXIMUM AMOUNT OF THE DIVISION OF THE TAX

ADOPTING THE BUDGET

BE IT RESOLVED, that the City of St. Helens Urban Renewal Agency hereby adopts the budget for the fiscal year 2020-2021 in the total of \$53,000, on file at the City of St. Helens, 265 Strand Street, St. Helens, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED, that the amounts shown in Exhibit A, City of St. Helens Urban Renewal Agency Proposed Budget 2020-2021 Budget are hereby appropriated for the fiscal year beginning July 1, 2020.

DECLARING TAX INCREMENT

BE IT RESOLVED, that the City of St. Helens Urban Renewal Agency hereby elects to certify to the County Assessor that a request for the St. Helens Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing the taxes on Section 1e, Article IX of the Oregon Constitution and ORS Chapter 457.

Passed and adopted by the St. Helens Urban Renewal Agency this 3rd day of June 2020, by the following vote:

Ayes:

Nays:

Ginny Carlson, Chair

ATTEST:

Jennifer Dimsho, AICP, Associate Planner

City of St. Helens Urban Renewal Agency

Proposed Budget FY 2020-2021



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URBAN RENEWAL AGENCY BOARD

Keith Locke	Board Chair
Ginny Carlson	Board Vice Chair
Rick Scholl	Board Member
Doug Morten	Board Member
Stephen Topaz	Board Member

BUDGET COMMITTEE

Clair Catt	Budget Committee Member
Brian Vaerewyck	Budget Committee Member
Leah Tillotson	Budget Committee Member
Bill Eagle	Budget Committee Member
Garrett Lines	Budget Committee Member

CITY STAFF

John Walsh	Agency Administrator
Jenny Dimsho	Agency Secretary
Matt Brown	Agency Finance Director

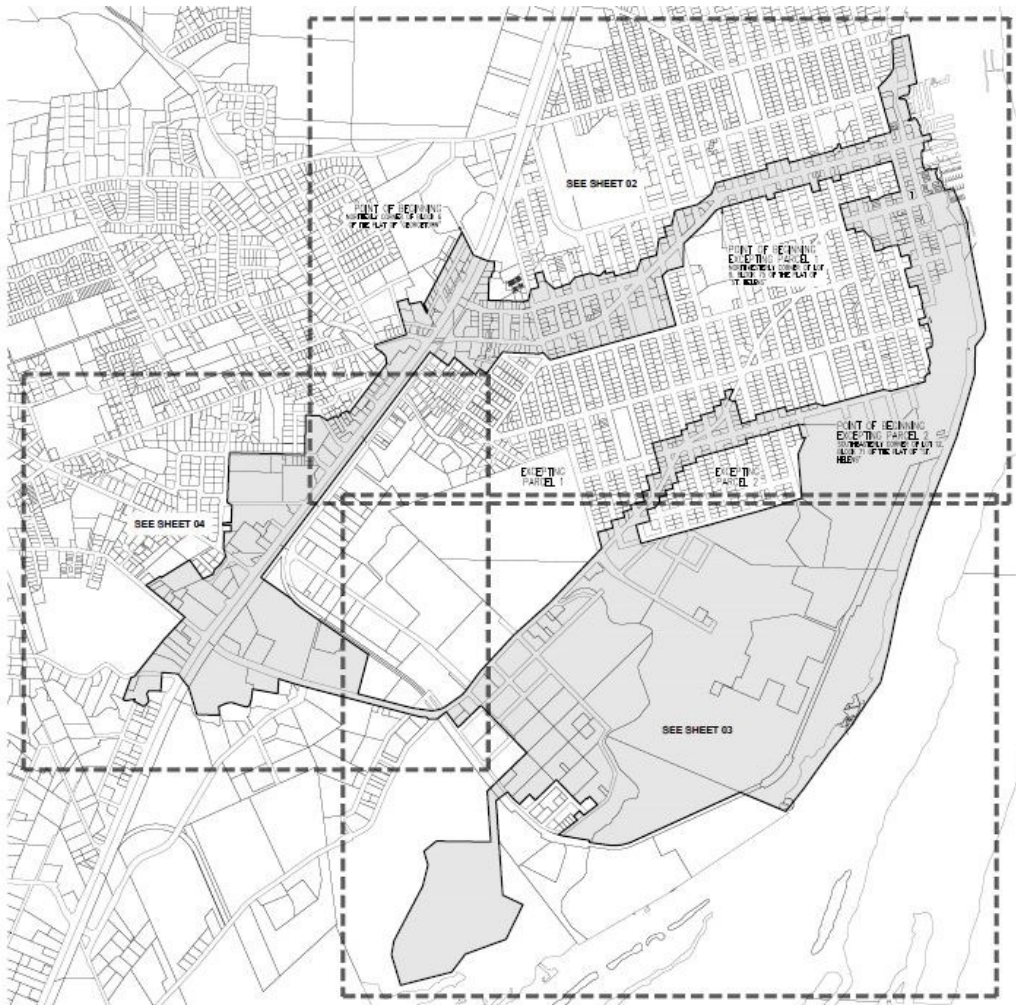
ABOUT THE AGENCY

The City of St. Helens Urban Renewal Agency (URA) is a separate entity from the City. The City of St. Helens City Council serves as the Board of Directors for the URA and is financially accountable for its operations. In accordance with Oregon budget law, the URA prepares its own budget, and the Board of Directors approves its annual appropriations.

Urban Renewal Agencies capture a portion of the tax base from growth to make investments to revitalize and improve economic and community development projects included in the Urban Renewal Plan. When the St. Helens Urban Renewal Plan was adopted in 2017, property values within the district boundary were frozen. The taxes collected on that frozen value continue to flow to the taxing authorities (City, County, Schools, Fire, etc.). Any growth and appreciation amount over the frozen base funds the Urban Renewal Agency and Urban Renewal Plan.

Urban Renewal Tax Collections are not an additional tax, rather it is a division of the existing taxes where the greater portion is directed towards funding projects within the Urban Renewal boundary. Urban Renewal Tax Collections are used to initiate development that would not be financially feasible without infrastructure improvements made possible by urban renewal financing.

The diagram below shows the URA Boundary that was approved in 2017. The adopted Urban Renewal Plan is available on the City's website at www.ci.st-helens.or.us under the Planning Department.



FY 2020-2021 BUDGET MESSAGE

You will see in the budget document that 100% of the funds are placed in a Contingency account within the URA expenses. As far as expenses for the URA, we do not anticipate to reimburse the City of St. Helens for current URA expenses this upcoming year. The City of St. Helens can request reimbursement of certain expenses from previous years that were related to the URA, however at this time, City staff is recommending that it wait to seek any reimbursement of URA expenses from previous years. These certain expenses can include URA planning fees and professional services along with a percentage of staff time that was used to create the URA. These expenses are easily tracked in our financial system if the City chooses to seek reimbursement at any time in the future from the URA.

No URA specific projects are expected to begin in FY 2019-2020, however ongoing planning and tax collection that will begin this year will help assist in the upcoming borrowing/lending amounts that the URA anticipates taking out to begin projects that are identified in the adopted Urban Renewal Agency plan. This plan and project list is available on the City's website at www.ci.st-helens.or.us and located on the Planning Department's web page.

The agency received less than budgeted revenue in the previous year due to the timing of the closure of the Armstrong Property and it's effect on the Urban Renewal Funding Strategies. City staff is working to review financial projects and make recommendations to the URA Board on potential boundary adjustments and those effects. Future public meetings would be scheduled for any official action. These potential changes will not happen fast enough to effect the 2020-2021 Property Tax revenue that you see in this proposed budget.

Respectfully submitted,

Matt Brown

Finance Director

FY 2020-2021 BUDGET

RESOURCES		2017-18 Actual	2018-19 Actual	2019-20 Adopted	2019-20 EST YE	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
LOCAL TAXES								
801-000-31001	Property Tax - Current	0	51,595	55,000	1,100	1,000	1,000	1,000
FUND BALANCE AVAILABLE								
801-000-27500	Fund Balance Available	0	0	50,000	51,595	52,000	52,000	52,000
TOTAL RESOURCES		0	51,595	105,000	52,695	53,000	53,000	53,000

EXPENDITURES		2017-18 Actual	2018-19 Actual	2019-20 Adopted	2019-20 EST YE	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CONTINGENCY								
801-000-58001	Contingency	0	0	105,000	0	53,000	53,000	53,000
TOTAL EXPENDITURES		0	0	105,000	0	53,000	53,000	53,000