



CITY OF COBURG  
URBAN RENEWAL AGENCY  
BUDGET COMMITTEE

Fiscal Year 2019

## **COBURG URBAN RENEWAL AGENCY**

### **BUDGET COMMITTEE MESSAGE**

#### **FISCAL YEAR 2018-19**

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".

It is anticipated that the Urban Renewal Agency will have revenues of \$377,550 consisting of Tax Receipts and Interest Income. Expenses are limited to administrative costs of the district in the amount of \$7,700. The budget also reflects \$350,000 transferred to the City Sewer Debt Department. This is a decrease from \$500,000 in 2018. A policy driven decision was made for the 2018 fiscal year to make a larger than normal donation to the Sewer Debt Department. The 2019 reflects a more normal transfer.

In keeping with process established, the transfer to the City for 2019 and years after 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 a continued increase in values as well as the budgeted receipts for 2019. 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 predicts that the URA will continue to perform better than historically prior to fiscal year 2018 as all of the above continues to take place. Therefore the budget of \$375,000 includes a 4% increase above anticipated receipts in 2018.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Anne Heath". The signature is fluid and cursive, with a long horizontal stroke at the end.

Anne Heath  
City Administrator  
Budget Officer, Urban Renewal Agency

# GATEHOUSE MEDIA

3500 CHAD DRIVE, SUITE 600, EUGENE, OREGON 97408  
PHONE (541) 485-1234

Legal Notice 7225429

## Legal Notice Advertising

CITY OF COBURG  
SAMMY L EGBERT  
PO BOX 8316  
COBURG, OR 97408

#

### 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 the 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:

May 05, 2018

**NOTICE OF BUDGET COMMITTEE MEETING**  
A public meeting of the Budget Committee of the Coburg Urban Renewal Agency, Lane County, State of Oregon, on the budget for the fiscal year July 1, 2018 to June 30, 2019, will be held at Coburg City Hall, 91136 N. Williams. The meeting will take place on Tuesday, May 22, 2018, and will be held at 6:30 p.m.  
The Purpose of this meeting is to receive the budget message and to receive 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, 2018 at Coburg City Hall between the hours of 8:00 am and 5:00 pm. This notice is also available on the City's website [coburgoregon.org](http://coburgoregon.org)  
No. 7225429 - May 5, 2018

MAY 11 2018

Department: \_\_\_\_\_

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

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

URA

Department: Adm

Account: 001-001-557100

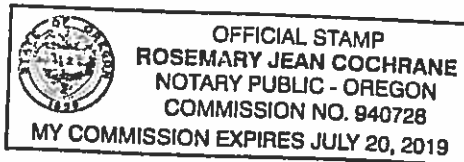
Approved: [Signature]

Date: 5/4/18

[Signature]

Subscribed and affirmed to before me this **May 7, 2018**

Rosemary Jean Cochrane  
Notary Public of Oregon



Account #: **1000217**  
INVOICE **7225429**  
Case: **May 22, 2018**  
Ad Price: **\$65.0**

# GATEHOUSE MEDIA

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PHONE (541) 485-1234

Legal Notice 7269331

## Legal Notice Advertising

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Received by  
City of Coburg  
JUN 07 2018

#

### AFFIDAVIT OF PUBLICATION

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

I, Kelly Gant, being first duly affirmed, depose and say that I am the Advertising Manager, or the 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 03, 2018

FORM UR-1

**NOTICE OF BUDGET HEARING**

A public meeting of the Coburg Urban Renewal Agency will be held on June 12, 2018 at 6:45 p.m. at 91136 N. Willamette Street, Coburg Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the Coburg Urban Renewal Agency 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, Coburg, Oregon between the hours of 8a.m., and 5p.m., or online at [www.Coburgoregon.org](http://www.Coburgoregon.org)

This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as; different than the preceding year. If different, the major changes and their effect on the budget are:

Contact Anne Heath Telephone number (541) 682-7871  
E-mail [anne.heath@cl.coburg.or.us](mailto:anne.heath@cl.coburg.or.us)

**FINANCIAL SUMMARY-RESOURCES**

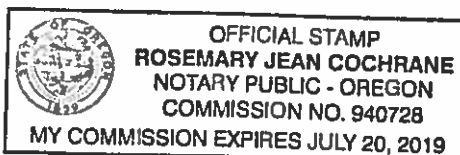
	TOTAL OF ALL FUNDS		
	Actual Amounts 2016-2017	Adopted Budget This Year: 2017-2018	Approved Budget Next Year: 2018-2019
1. Beginning Balance/Net Working Capital	224,667		
5. All Other Resources Except Division of Tax & Special Levy	4,549	1,500	2,500
6. Revenue from Division of Tax	346,752	323,000	375,000
8. Total Resources - add lines 1 through 7	575,968	541,177	484,500
<b>FINANCIAL SUMMARY-REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
10. Materials and Services	335,085	507,450	407,700
16. Unappropriated Ending Fund Balance and Reserved for Future Expenditure	240,883	33,727	76,800
17. Total Requirements - add lines 9 through 16	575,968	541,177	484,500

No. 7269331 - June 3, 2018

Subscribed and affirmed to before me this June 4, 2018

*Rosemary Jean Cochrane*  
Notary Public of Oregon

Account #: 1000217  
INVOICE 7269331  
Case: June 12, 2018  
Ad Price: \$160.0



**RESOLUTION 2018-01-U**

**A RESOLUTION ADOPTING THE AGENCY BUDGET FOR FISCAL YEAR  
2018-19 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 2018-19 in the sum of \$484,500 now on file at Coburg City Hall.

**MAKING APPROPRIATIONS**

**BE IT RESOLVED** that the amounts for the fiscal year beginning July 1, 2018 and for the purposes shown below are hereby appropriated as follows:

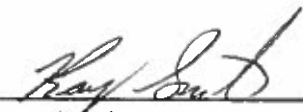
Materials and Services	<u>\$407,700</u>
<b>Total Appropriations</b>	<b>\$407,700</b>
Total Un-appropriated Funds	<u>\$ 76,800</u>
<b>Total Requirements</b>	<b><u>\$484,500</u></b>

**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 12<sup>th</sup> day of June, 2018.

Adopted by the Coburg Urban Renewal Agency, by a vote of 6 for and 0 against, this 12<sup>th</sup> day of June, 2018.

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

ATTEST:

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

**City of Coburg  
Urban Renewal Agency  
Adopted Budget 2018-19**

	Sum of Actual 2016	Sum of Actual 2017	Sum of Adopted 2018	Sum of Proposed 2019	Sum of Change 2019	Sum of Final Budget 2019
<b>1 - Revenue</b>						
001-000-400200 Current Property Taxes	249,391	351,301	324,500	377,500	0	377,500
001-000-400300 Delinquent Property Taxes	248,078	346,752	323,000	375,000	0	375,000
001-000-401000 Interest Income	1,313	4,549	1,500	2,500	0	2,500
001-001-400110 Sewer Project Reimb.	0	0	0	0	0	0
<b>3 - Material &amp; Services</b>	-232,300	-335,085	-507,450	-357,700	-50,000	-407,700
001-001-510600 Audit	0	-7,900	-4,000	-4,200	0	-4,200
001-001-510704 UGB Expansion Project Reimb.	0	0	0	0	0	0
001-001-510800 Professional Services	-1,656	-52	-500	-500	0	-500
001-001-510801 General LCOG Services	0	0	0	0	0	0
001-001-510880 Attorney	0	0	-200	-200	0	-200
001-001-513000 Bank Fees	-126	-126	-350	-350	0	-350
001-001-522000 Mbrships, Dues & Subscriptions	-298	-638	-500	-500	0	-500
001-001-542000 Payments to City for Debt Serv	0	0	0	0	0	0
001-001-557100 Advertising, Notices & Electio	-280	-175	-400	-400	0	-400
001-001-557200 Reconciliation Discrepancy	0	0	0	0	0	0
001-001-665000 LCOG Services	0	0	0	0	0	0
001-001-510805 Administrative Services	0	-1,694	-1,500	-1,500	0	-1,500
001-001-710000 Wastewater Debt Service Reserve Fund	-230,000	-324,500	-500,000	-350,000	-50,000	-400,000
<b>6 - Debt</b>	0	0	0	0	0	0
001-001-666000 Construction Loan to City	0	0	0	0	0	0
<b>8 - Contingency</b>	0	0	0	0	0	0
001-800-801000 Operating Contingency	0	0	0	0	0	0
<b>9 - Fund Balance</b>	-17,091	-16,216	182,950	-19,800	50,000	30,200
001-900-400400 Beginning Fund Balance	296,845	224,667	216,677	107,000	0	107,000
001-900-950000 Unapp Ending Fund Bal	-224,677	-240,883	-33,727	-126,800	50,000	-76,800
001-900-95XXXX Prior Period Adjustment	741	0	0	0	0	0
Adjustment to debt service	0	0	0	0	0	0
<b>Grand Total</b>	0	(0)	0	-	-	-

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

Check here if this is an amended form.

**Notification**

Coburg Urban Renewal Agency (Agency name) authorizes its 2018 - 19 ad valorem tax increment amounts by plan area for the tax roll of Lane (County name)

Anne Heath (Contact person) 541-682-7871 (Telephone number) 6/12/2018 (Date submitted)  
91136 N. Willamette Street, 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). [ORS 457.435(2)(a)]**

Plan Area Name	Increment Value to Use*	100% from Division of Tax	Special Levy Amount**
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

**Part 2: Option Three Plans (Standard Rate). [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. [ORS 457.445(2)]**

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
Coburg Urban Renewal Agency	\$ OR <input checked="" type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

**Part 4: Other Reduced Rate Plans [ORS 457.445(1)]**

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

**Notice to Assessor of Permanent Increase in Frozen Value. Beginning tax year 2018-19, permanently increase frozen value to:**

Plan Area Name	New frozen value
	\$
	\$

\*All Plans except Option Three: Enter amount of Increment Value to Use that is less than 100 percent or check "Yes" to receive 100 percent 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.