



BUDGET COMMITTEE MEETING - BOARDMAN URBAN RENEWAL AGENCY

May 21, 2024 at 7:00 PM

Boardman City Hall Council Chambers

AGENDA

-
1. CALL TO ORDER
 2. ROLL CALL/EXCUSED ABSENCES
 3. APPOINT BUDGET COMMITTEE CHAIR
 4. COMMITTEE TO ESTABLISH GROUND RULES FOR MEETING
 5. BUDGET OFFICER - BUDGET MESSAGE
 6. BUDGET OFFICER - PRESENTATION OF BUDGET DOCUMENT

A. 2024-2025 URA Budget - Proposed

7. PUBLIC COMMENT

This time is set-aside for persons wishing to address the Committee on matters of the proposed budget. Speakers will be limited to three minutes, unless extended by the Budget Committee Chair. This will also be the time for readings of testimonies submitted in writing. If no one wishes to comment, or no testimony is submitted, the next agenda item will be considered.

8. MOTION TO APPROVE BUDGET OT PROCESS CONTINUATION

A. Next Budget Committee Meeting Date:

9. ADJOURNMENT

Zoom Meeting Link: <https://us02web.zoom.us/j/2860039400?omn=89202237716>

This meeting is being conducted with public access in-person and virtually in accordance with Oregon Public Meeting Law. If remote access to this meeting experiences technical difficulties or is disconnected and there continues to be a quorum of the council present, the meeting will continue.

The meeting location is accessible to persons with disabilities. Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To make your request, please contact a city clerk at 541-481-9252 (voice), or by e-mail at city.clerk@cityofboardman.com.

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**Budget Calendar
Boardman Urban Renewal Agency
2024-2025 Budget**

Jan. 2	Appoint Budget Officer and Budget Committee
Feb. -May	Prepare proposed budget
May 7	Publish 1 st Notice of Budget Committee Meeting (5-30 days prior to meeting)
May 14	Publish 2nd Notice of Budget Committee Meeting (if online: >= 10 days prior to the meeting)
May 21	Budget Committee meeting 7:00 pm
May 23	Second Budget Committee meeting (if needed) 7:00 pm
May 28	Publish Notice of Budget Hearing & Budget Summary (5-30 days prior to meeting)
June 4	Budget Hearing 7:00 pm
June 4	Enact Resolution to Adopt
July 15	Submit tax certification documents to Tax Assessor
Sept. 30	Send copy of all budget documents to County Clerk

May 16, 2024

Members of the Boardman Urban Renewal Agency Budget Committee,

I present to you, the budget proposal for the 2024-2025 fiscal year, of the Boardman Urban Renewal Agency (URA). The Urban Renewal Agency has three districts known as the Central Urban Renewal District (CURD), West Urban Renewal District (WURD), and just recently added, the North Urban Renewal District (NURD). Each district has a separate budget, as each district is independent of the other.

The goal of these districts is to promote development in otherwise blight areas. The options to promote development can vary from installing water and waste water infrastructure, to building new roads, to updating existing buildings, to creating a landscaped area for community gatherings. The list is full of endless possibilities. The City has previously installed water, waste water, and street infrastructure in the Central and West Urban Renewal Districts.

The North Urban Renewal District was established to accomplish a similar goal and promote development. There is no project scheduled for the North Urban Renewal District this fiscal year, but the projects for this district will start to develop in the coming years, after that.

The West Urban Renewal District does not have any planned infrastructure projects for this fiscal year, either.

Central Urban Renewal District is the district with planned capital projects and the City is allowing a \$2 million loan towards the cost of the projects. During fiscal year 2023-2024 the City loaned CURD \$600,000 in order for it to acquire land within that district.

The 2024-2025 Urban Renewal Agency budget has been developed for your review and approval.

Respectfully submitted,

Marta Barajas
Finance Director/Budget Officer

BOARDMAN URBAN RENEWAL AGENCY

Boardman Urban Renewal Agency

The Boardman Urban Renewal Agency was established on August 19, 2008 to help with development activities in designated areas of Boardman. These activities are designated by its Governing body. Under an urban renewal agency, the governing body can establish districts, which are identified by boundaries, and submitted to the state. The duration of an urban renewal district may have an end date or may be perpetual as per state regulations. WURD is the only district with an established term of 25 years, which would discontinue the district in the year 2038.

If feasible, the City of Boardman is the districts' financial leverage, although other financing options are available such as a loan from a lending institution. The latter option has not been previously exercised but still remains a viable option.

The total construction and area upgrades have a combined total of \$1,196,810 from previous work done in the CURD and WURD.

Districts within the Boardman Urban Renewal Agency

- Central Boardman Urban Renewal District: Est. 8/19/2008
- West Boardman Urban Renewal District: Est. 11/18/2013
- North Boardman Urban Renewal District: Est. 09/05/2023

CENTRAL URBAN RENEWAL DISTRICT

The Central Boardman Urban Renewal District was adopted on August 19, 2008 without an end term date. It covers the area from SE Front Street to Wilson Lane along the East side of Main Street. Multiple projects have been completed and these have brought in new ventures along the areas of improvement.

- In 2014, approximately 900 feet of water and sewer lines were constructed from Oregon Trail Blvd North to SE Front Street with additional connections and street upgrades on a section of SE Front Street.
- In fiscal year 2015-2016 a commercial food entity along with two additional retail spaces was constructed and has been operational on SE Front Street.
- In 2018-2019 an upgrade to the City's main water line, along Wilson Road, was completed.
- In 2020, a food pod was constructed and has 4-5 vendors at any given time.
- In 2021, a new hotel establishment opened its doors along SE Front Street and is now considering expanding its business, at the same location.
- In May 2024, it acquired land underneath the Bonneville Power Administration power lines, along S Main ST. The plans are to create a greenspace with walking trails, road access and parking.

It seems that we are looping back around and finishing up the needed work on SE Oregon Trail Blvd. and SE Front St. that we started in 2014. The water and sewer lines are updated and now, we are going to work on the streets. SE Front Street needs major repairs but an extension from the east of SE Front St. making a connection to Oregon Trail Blvd., creating a loop road, has been identified as an infrastructure expansion project, as well. Engineering work has begun and later this year, a Request for Bids will be released to grant the construction work.

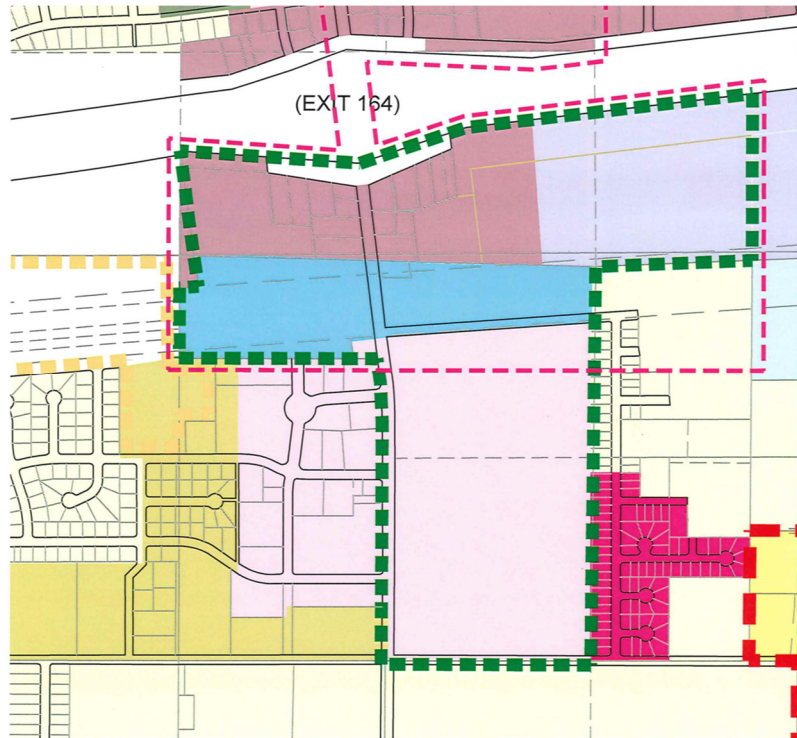
The City has been supportive of development in this District and street infrastructure projects are a priority. The City has allotted \$2 million for the proposed projects and will make the loan available to CURD. This project should increase assessed valued in the area and, in turn, increase the property taxes levied, bringing in the money to help repay this infrastructure investment. In the coming years, the property taxes collected by the Central Urban Renewal District will be used for that purpose.

BOARDMAN CENTRAL URBAN RENEWAL DISTRICT MAPS



Boardman Central Urban Renewal Satellite Map 2017

https://satellites.pro/Boardman_map.Oregon_region.USA



Boardman Central Urban Renewal
Boundary Map

**Boardman Urban Renewal Agency
Budget Year 2024 - 2025**

**** BOARDMAN CENTRAL URBAN RENEWAL DISTRICT ****

Historical Data			<u>RESOURCES</u>	Proposed	Approved	Adopted
Actual	Actual	Adopted		Budget	Budget	Budget
2021-2022	2022-2023	2023-2024		2024-2025	2024-2025	2024-2025
81,704	129,960	235,000	BEGINNING CASH	330,000	0	0
86,204	162,155	86,225	TAXES	137,200	0	0
41,859	4,427	2,040,000	GRANTS & LOANS	2,004,500	0	0
517	6,996	750	OTHER REVENUES	300	0	0
0	0	0	TRANSFERS IN	0	0	0
210,285	303,539	2,361,975	TOTAL RESOURCES	2,472,000	0	0

Historical Data			<u>EXPENDITURES</u>	Proposed	Approved	Adopted
Actual	Actual	Adopted		Budget	Budget	Budget
2021-2022	2022-2023	2023-2024		2024-2025	2024-2025	2024-2025
0	0	58,500	PROFESSIONAL FEES	61,000	0	0
326	0	1,500	ADVERTISING & PUBLICATIONS	3,500	0	0
0	0	400	DUES & TAXES	400	0	0
0	0	0	GRANTS	0	0	0
0	65,210	20,000	OTHER EXPENSES	0	0	0
0	0	2,000,000	CAPITAL PROJECTS	2,000,000	0	0
0	0	0	DEBT SERVICE	0	0	0
80,000	0	0	TRANSFERS	0	0	0
0	0	281,575	CONTINGENCY	407,100	0	0
129,960	238,329	0	RESERVE FOR FUTURE EXPENDITURES	0	0	0
210,285	303,539	2,361,975	TOTAL EXPENDITURES	2,472,000	0	0

WEST URBAN RENEWAL DISTRICT

The West Boardman Urban Renewal District was adopted on November 18, 2013 covering 169.7 acres in west Boardman. It is bordered by W. Wilson Lane to the south and Paul Smith Road to the west. This district has an end term date of November 2038.

Projects accomplished

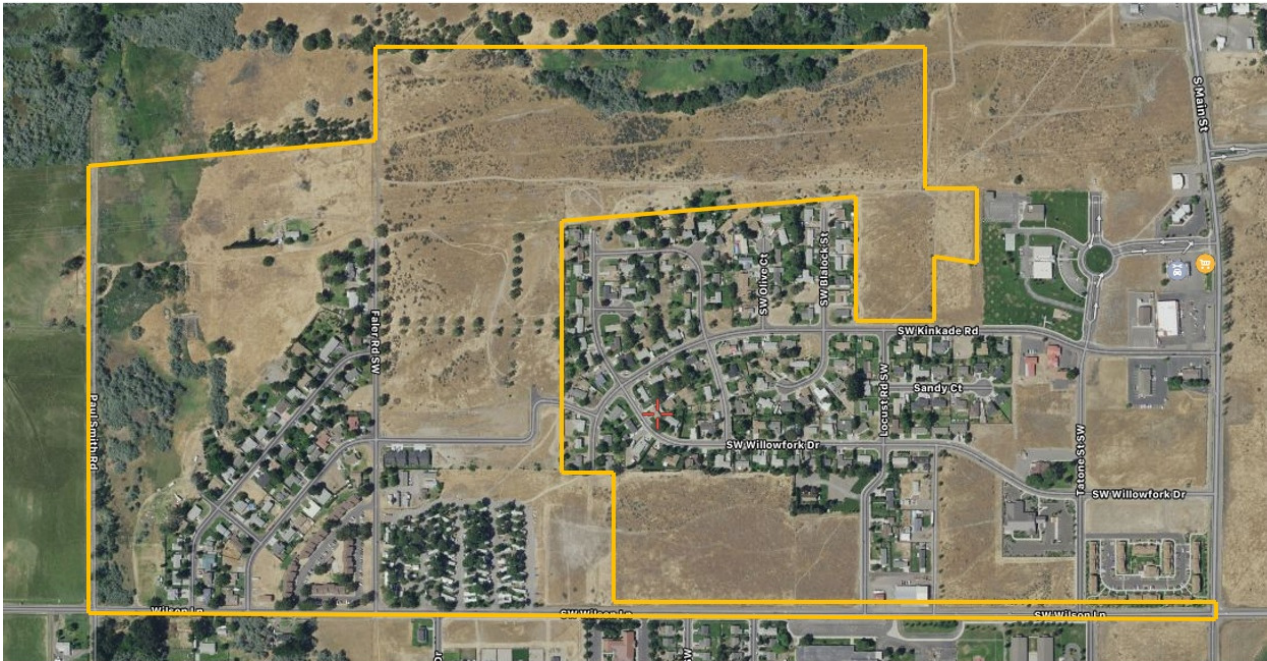
- In 2014, the street extension of Mt. Hood Ave, in the Chaparral subdivision (photo on cover page) was completed along with the construction of additional water and sewer infrastructure. Much of the improvements were aided by in-kind support from the Port of Morrow and financial backing by the City for utility services.
- Two duplexes were constructed in 2016 and two more were completed in 2019, and as of 2023 there are a total of seven duplexes on that street.
- In fiscal year 2018-2019, Faler Road was repaired and upgraded. Along with Faler Road, the City's main water and sewer lines were upgraded to replace the outdated utility lines.

The City funded these projects in anticipation of the expected growth to the area. This next fiscal year may see that development start to take place.

The West Urban Renewal District, made all infrastructure projects through loans from the City. Reimbursement payments come from property taxes collected. WURD has a remaining balance due to the City of \$109,000. This balance is budgeted to be paid off in the 2024-2025 fiscal year.

The district does not have any infrastructure projects planned for this year.

BOARDMAN WEST URBAN RENEWAL DISTRICT MAPS



Boardman West Urban Renewal Satellite Map 2017

https://satellites.pro/Boardman_map.Oregon_region.USA



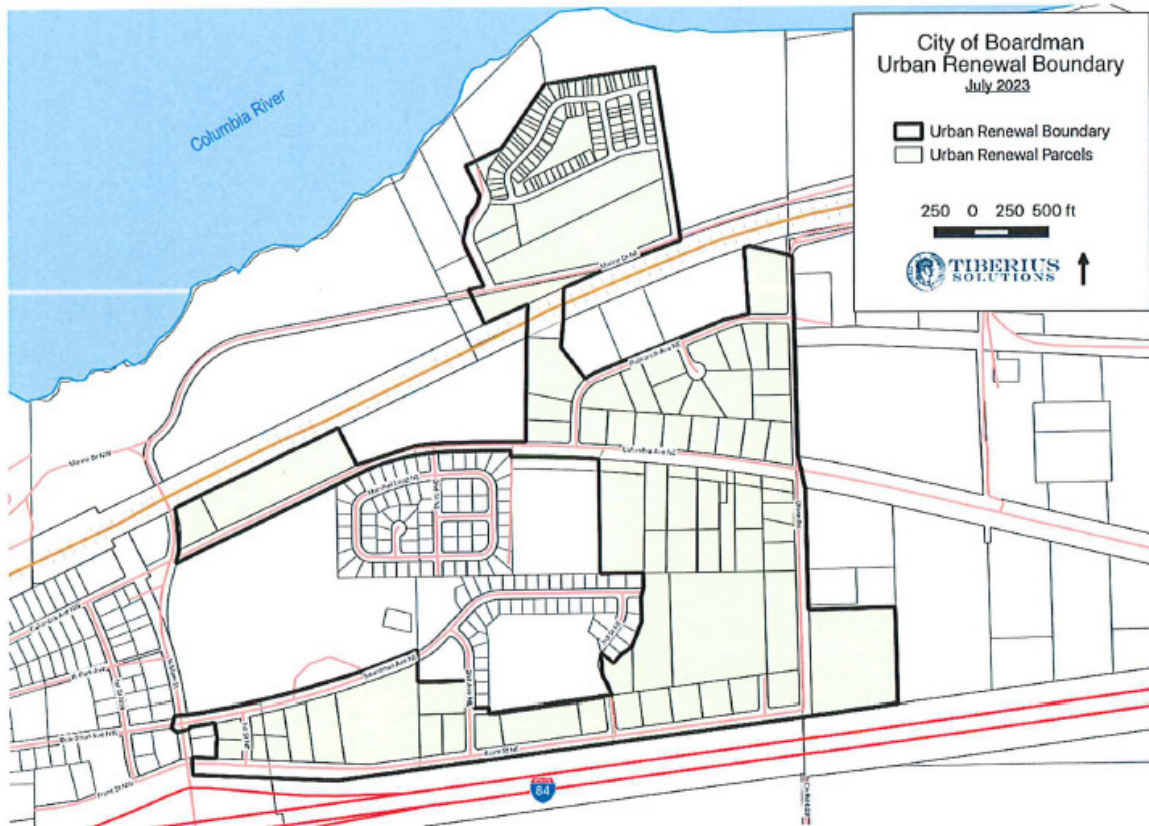
**Boardman Urban Renewal Agency
Budget Year 2024 - 2025**

**** BOARDMAN WEST URBAN RENEWAL DISTRICT ****

Historical Data			<u>RESOURCES</u>	Proposed	Approved	Adopted
Actual	Actual	Adopted		Budget	Budget	Budget
2021-2022	2022-2023	2023-2024		2024-2025	2024-2025	2024-2025
81,704	48,615	90,000	BEGINNING CASH	86,000	0	0
86,204	85,974	86,140	TAXES	83,390	0	0
41,859	39,675	35,950	GRANTS & LOANS	0	0	0
517	352	500	OTHER REVENUES	200	0	0
0	0	0	TRANSFERS IN	0	0	0
210,285	174,616	212,590	TOTAL RESOURCES	169,590	0	0
Historical Data			<u>EXPENDITURES</u>	Proposed	Approved	Adopted
Actual	Actual	Adopted		Budget	Budget	Budget
2021-2022	2022-2023	2023-2024		2024-2025	2024-2025	2024-2025
0	0	1,500	PROFESSIONAL FEES	11,000	0	0
325	325	800	ADVERTISING & PUBLICATIONS	800	0	0
0	0	0	DUES & TAXES	0	0	0
0	0	0	GRANTS	0	0	0
80,000	75,000	0	OTHER EXPENSES	0	0	0
0	0	0	CAPITAL PROJECTS	0	0	0
0	0	0	DEBT SERVICE	0	0	0
0	0	210,290	TRANSFERS	109,000	0	0
0	0	0	CONTINGENCY	48,790	0	0
129,959	99,290	0	RESERVE FOR FUTURE EXPENDITURES	0	0	0
210,285	174,615	212,590	TOTAL EXPENDITURES	169,590	0	0

NORTH URBAN RENEWAL DISTRICT

The North Urban Renewal District was just recently adopted on September 5, 2023. The tax base will be frozen with a potential influx of property taxes in the next fiscal year. There are currently apartments and condos being built within that district that would contribute to the property taxes the NURD would be entitled to. We have calculated a conservative amount for this first year of NURD's establishment and have great plans to get that area developed and blooming.



Source: City of Boardman

**Boardman Urban Renewal Agency
Budget Year 2024 - 2025**

**** BOARDMAN NORTH URBAN RENEWAL DISTRICT ****

Historical Data				<u>RESOURCES</u>	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024					
0	0	0		BEGINNING CASH	0	0	0
0	0	0		TAXES	65,000	0	0
0	0	0		GRANTS & LOANS	0	0	0
0	0	0		OTHER REVENUES	0	0	0
0	0	0		TRANSFERS IN	0	0	0
0	0	0		TOTAL RESOURCES	65,000	0	0

Historical Data				<u>EXPENDITURES</u>	Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024					
0	0	0		PROFESSIONAL FEES	10,000	0	0
0	0	0		ADVERTISING & PUBLICATIONS	0	0	0
0	0	0		DUES & TAXES	0	0	0
0	0	0		GRANTS	0	0	0
0	0	0		OTHER EXPENSES	0	0	0
0	0	0		CAPITAL PROJECTS	0	0	0
0	0	0		DEBT SERVICE	0	0	0
0	0	0		TRANSFERS	0	0	0
0	0	0		CONTINGENCY	55,000	0	0
0	0	0		RESERVE FOR FUTURE EXPENDITURES	0	0	0
0	0	0		TOTAL EXPENDITURES	65,000	0	0

BUDGET SUMMARY BY DISTRICT

**Boardman Urban Renewal Agency
Budget Year 2024 - 2025**

RESOURCES - BY DISTRICT

Historical Data				Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024				
210,285	303,539	2,361,975	NET CENTRAL DISTRICT	2,472,000	0	0
210,284	174,616	212,590	NET WEST DISTRICT	169,590	0	0
0	0	0	NET NORTH DISTRICT	65,000	0	0
420,569	478,155	2,574,565	TOTAL RESOURCES	2,706,590	0	0

EXPENDITURES - BY DISTRICT

Historical Data				Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024				
210,285	303,539	2,361,975	NET CENTRAL DISTRICT	2,472,000	0	0
210,284	174,616	212,590	NET WEST DISTRICT	169,590	0	0
0	0	0		65,000	0	0
420,569	478,155	2,574,565	TOTAL EXPENDITURES	2,706,590	0	0

BUDGET SUMMARY BY CATEGORY

**Boardman Urban Renewal Agency
Budget Year 2024 - 2025**

RESOURCES - BY CATEGORY

Historical Data				Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024				
163,408	178,575	228,400	BEGINNING CASH	416,000	0	0
172,408	248,129	179,400	TAXES	285,590	0	0
83,718	44,102	2,002,100	GRANTS & LOANS	2,004,500	0	0
1,034	7,348	1,000	OTHER REVENUES	500	0	0
0	0	0	TRANSFERS IN	0	0	0
420,569	478,155	2,410,900	TOTAL EXPENDITURES - BY CATEGORY	2,706,590	0	0

EXPENDITURES - BY CATEGORY

Historical Data				Proposed Budget 2024-2025	Approved Budget 2024-2025	Adopted Budget 2024-2025
Actual 2021-2022	Actual 2022-2023	Adopted Budget 2023-2024				
80,651	140,535	227,755	MATERIALS & SERVICES	86,700	0	0
0	0	1,700,000	CAPITAL OUTLAY	2,000,000	0	0
0	0	0	DEBT SERVICE	0	0	0
80,000	0	0	TRANSFERS	109,000	0	0
0	0	483,145	CONTINGENCY	510,890	0	0
259,919	337,619	0	RESERVES	0	0	0
420,569	478,155	2,410,900	TOTAL EXPENDITURES - BY CATEGORY	2,706,590	0	0