



AGENDA

MOLALLA URBAN RENEWAL AGENCY

June 24, 2020

7:00 PM

Molalla Adult Center

315 Kennel Ave, Molalla, OR 97038

Member Keith Swigart
Member Leota Childress
Member Elizabeth Klein
Member DeLise Palumbo

Member Terry Shankle
Member Jody Newland
Member Crystal Robles

MEETING NOTICE: Due to health concerns of COVID-19, this City Council Meeting will be held in accordance to Governor Brown's Executive Order 20-25. Council Chambers is limited to 25 people. All meetings are live-streamed via Facebook "Molalla City Council Meetings – LIVE".

1. CALL TO ORDER AND ROLL CALL

2. FLAG SALUTE

3. PUBLIC COMMENT

(Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. Members do not generally engage in dialog with those making comments but may refer the issue to the Budget Officer. Complaints shall first be addressed at the department level prior to addressing the City Council.)

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

A. Meeting Minutes – May 28, 2020

6. PUBLIC HEARING

A. MURA Resolution No. 2020-03: A Resolution Adopting the Molalla Urban Renewal Agency Budget for Fiscal Year 2020-2021; Making Appropriates, and Categorizing and Levying Taxes.

7. ORDINANCES AND RESOLUTIONS:

A. MURA Resolution No. 2020-03: A Resolution Adopting the Molalla Urban Renewal Agency Budget for Fiscal Year 2020-2021; Making Appropriates, and Categorizing and Levying Taxes.

8. ADJOURN

PLEASE NOTE: The Molalla City Council meeting will immediately follow adjournment of the Molalla Urban Renewal Agency Meeting.

Agenda posted at City Hall, Library, and the City Website at <http://www.cityofmolalla.com/meetings>. This meeting location is wheelchair accessible. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-829-6855.



Minutes of the Molalla Budget Committee Meeting

Molalla Adult Community Center
315 Kennel Ave., Molalla, OR 97038
May 28, 2020

1. CALL TO ORDER

The Molalla Budget Committee Meeting of May 28, 2020 was called to order by Member Glen Boreth at 6:57pm.

2. ROLL CALL

MEMBER ATTENDANCE:

Member Keith Swigart – Present
Member Leota Childress - Present
Member Elizabeth Klein - Present
Member DeLise Palumbo – Absent
Member Terry Shankle – Absent
Member Jody Newland - Present
Member Crystal Robles - Present
Member Glen Boreth – Present
Member Rory Cramer – Present
Member Christi Burns – Present
Member Robert Thompson- Present
Member Michelle Carter - Absent

STAFF IN ATTENDANCE:

Dan Huff, City Manager - Present
Christie DeSantis, City Recorder - Present
Gerald Fisher, Public Works Director – via phone
Chaunee Seifried, Finance Director - Present
Alice Cannon, Planning Director - Present
Frank Schoenfeld, Police Chief – Present
Chris Long, Police Lieutenant - Present
Diana Hadley, Librarian – Present
Cindy Chauran, Senior Accountant – Present

3. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

A. Elections of Budget Committee Chair and Vice-Chair

A motion was made by Member Swigart to appoint Member Boreth as the Budget Committee Chair, seconded by Member Childress. Vote passed 9-0.

A motion was made by Member Burns to appoint Member Childress as the Budget Committee Vice-Chair, seconded by Member Childress. Vote passed 9-0.

4. BUDGET MESSAGE PRESENTATION

A. Presentation by Budget Officer

5. PUBLIC HEARING

A. Fiscal Year 2020-2021 State Revenue Sharing

6. PUBLIC COMMENT ON FISCAL YEAR BUDGET

(Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. Members do not generally engage in dialog with those making comments but may refer the issue to the Budget Officer. Complaints shall first be addressed at the department level prior to addressing the City Council.)

7. REVIEW AND DELIBERATION ON FISCAL YEAR BUDGET

- A. Proposed Budget FY 20-21 (Document)
- B. Department Presentation of Budget
 - General – Finance Director
 - Library – Library Director
 - Planning – Planning Director
 - Police – Police Chief
 - Public Works – Public Works Director

8. POSSIBLE BUDGET COMMITTEE MOTION

- A. Confirm meeting date for continued deliberations (if necessary)
- B. Move to accept the proposed budget (or as amended) and recommend its adoption to the City Council
- C. Move to approve a rate of ad valorem property taxes to be certified for collection. (City of Molalla’s current rate is \$5.0358)

A motion was made by Member Swigart to accept the proposed budget and recommend its adoption to the City Council, seconded by Member Thompson. Vote passed 9-0.

A motion was made by Member Swigart to approve a rate of ad valorem property taxes to be certified for collection, seconded by Member Childress. Vote passed 9-0.

9. CONTINUE/ADJOURN MEETING

A motion was made by Member Newland to adjourn the meeting at 8:56pm, seconded by Member Swigart. Vote passed 9-0.

Keith Swigart, Mayor

Date

ATTEST: _____
Christie DeSantis, City Recorder

City of Molalla

Molalla Urban Renewal Agency Meeting



Agenda Category:

Ordinances, Resolutions and Proclamations

Subject: MURA Budget Resolution Resolution 2020-03 for FY 2020-21

Recommendation: Adopt Resolution 2020-03

Date of Meeting to be Presented: June 24, 2020

Fiscal Impact: \$4,500,000

Background:

1. The Molalla Urban Renewal Budget Committee has reviewed and acted on the proposed MURA Budget on May 28, 2020 and has approved and recommended a balanced budget to the Molalla Urban Renewal Agency (MURA) for adoption.
2. The recommended budget is \$4,500,000, of which \$600,000 is Reserved Fund Balance.

Recommended Motion: Adopt Resolution 2020-03

SUBMITTED BY: Chaunee Seifried, Finance Director

APPROVED BY: Dan Huff, City Manager



**RESOLUTION NUMBER 2020-03
MOLALLA URBAN RENEWAL AGENCY**

**A RESOLUTION OF THE MOLALLA URBAN RENEWAL AGENCY ADOPTING THE
BUDGET FOR THE FISCAL YEAR 2020/2021; MAKING APPROPRIATIONS; AND
CATEGORIZING AND LEVYING TAXES**

The board of the Molalla Urban Renewal Agency on the 24th day of June, 2020 sat in regular session for the transaction of agency business.

WHEREAS, the Molalla Urban Renewal Agency Budget Committee has reviewed and acted on the proposed Agency budget; and

WHEREAS, the Molalla Urban Renewal Agency Budget Committee approved and recommended a balanced budget to the Urban Renewal Agency Board on May 28, 2020; and

WHEREAS, in accordance with State law, the Urban Renewal Agency Board has held a public hearing on the budget as approved and recommended by the Molalla Agency Budget Committee.

Now, Therefore, the Molalla Urban Renewal Agency Resolves as follows:

Section 1. To hereby adopt the FY 2020/2021 Budget approved by the Budget Agency on May 28, 2020, in the amount of \$4,500,000.00, of which \$600,000.00 is in reserves. Copies of the said budget are on file at the Molalla City Hall, 117 N. Molalla Avenue, Molalla, Oregon, 97038.

Therefore, the Molalla Urban Renewal Agency Further Resolves as follows:

1. **THAT** the amounts for the purpose of operating the Agency for the fiscal year 2020/2021 budget year be appropriated as follows, beginning July 1, 2020.

Materials & Services	\$ 150,000.00
Capital Outlay	\$ 3,000,000.00
Debt Service	\$ 600,000.00
Contingency	\$ 150,000.00
Reserves	\$ 600,000.00

TOTAL FY 2019/20 BUDGET FOR MURA \$ 4,500,000.00

2. **THAT** the Budget Officer is authorized to prepare and submit any certifications of the taxes levied that may be deemed necessary by the Oregon Department of Revenue and Clackamas County Assessor.

3. **TO CERTIFY** to the County Assessor for the Downtown Plan Area a request 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.

Adopted by the Molalla Urban Renewal Agency this 24th day of June, 2020.

City of Molalla, Oregon

By: _____

Keith Swigart, Mayor

ATTEST:

By: _____

Christie DeSantis, City Recorder

FORM UR-1

NOTICE OF BUDGET HEARING

A public meeting of the **MOLALLA URBAN RENEWAL AGENCY** will be held on **JUNE 24, 2020 at 7:00 pm** at MOLALLA ADULT CENTER, 315 Kennel Avenue, Molalla, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Molalla Urban Renewal Agency Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Molalla City Hall between the hours of 8:00 a. m. and 4:30 p. m. or online at www.cityofmolalla.com. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Chaunee Seifried

Telephone: 503-829-6855

Email: cseifried@cityofmolalla.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2018/2019	Adopted Budget This Year 2019/2020	Adopted Budget Next Year 2020/2021
Beginning Fund Balance/Net Working Capital	\$ 1,030,342.13	\$ 900,000.00	\$ 1,516,000.00
Revenue from Bonds and Other Debt	\$ -	\$ -	\$ 2,411,500.00
All Other Resources Except Division of Tax & Special Levy		\$ 1,500.00	\$ 2,500.00
Revenue from Division of Tax	\$ 223,687.19	\$ 540,000.00	\$ 570,000.00
Total Resources	\$ 1,254,029.32	\$ 1,441,500.00	\$ 4,500,000.00

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Materials and Services	\$ 1,473.93	\$ 125,000.00	\$ 150,000.00
Capital Outlay	\$ 95,000.00	\$ 642,450.00	\$ 3,000,000.00
Debt Service	\$ 231,182.05	\$ 242,050.00	\$ 600,000.00
Contingencies	\$ -	\$ 100,000.00	\$ 150,000.00
Reserve	\$ -	\$ 332,000.00	\$ 600,000.00
Total Requirements	\$ 327,655.98	\$ 1,441,500.00	\$ 4,500,000.00

FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
Molalla Urban Renewal Agency	\$ 327,655.98	\$ 1,441,500.00	\$ 4,500,000.00
FTE	0	0	0
Total Requirements	\$ 327,655.98	\$ 1,441,500.00	\$ 4,500,000.00
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *
 The approved FY 2019/2020 budget for the Molalla Urban Renewal Agency is balanced as required by state law. The previous fiscal year activities were all within appropriation and the Agency ended with a positive ending fund balance.

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$2,512,400	\$0
Other Borrowings	\$0	\$0
Total	\$2,512,400	0