



Kent Taylor Civic Hall  
Council Chambers  
200 NE Second Street  
McMinnville, OR 97128

## McMinnville Urban Renewal Agency Meeting Agenda

Tuesday, June 23, 2020

7:00 p.m.

**REVISED 06/19/2020**

*Welcome! The public is welcome to attend, however if you are not feeling well, please stay home and take care of yourself. In accordance with Governor Kate Brown's Executive Order 2020-12 we are limiting the amount of people at Civic Hall and if we meet capacity we may ask you to leave.*

*The public is strongly encouraged to relay concerns and comments to the Council in one of three ways:*

- *Email at any time up to 12 p.m. the day of the meeting to [Claudia.Cisneros@mcminnvilleoregon.gov](mailto:Claudia.Cisneros@mcminnvilleoregon.gov);*
- *If appearing via telephone only please sign up prior to the meeting by emailing the City Recorder at [Claudia.Cisneros@mcminnvilleoregon.gov](mailto:Claudia.Cisneros@mcminnvilleoregon.gov) as the chat function is not available when calling in zoom;*
- *Join the zoom meeting; send a chat directly to City Recorder, Claudia Cisneros, to request to speak and use the raise hand feature in zoom to request to speak, once your turn is up we will announce your name and unmute your mic.*

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*You can live broadcasts the City Council Meeting on cable channels Xfinity 11 and 331, Frontier 29 or webstream here:*

[www.mcm11.org/live](http://www.mcm11.org/live)

*You may join online via Zoom Meeting:*

<https://mcminnvilleoregon.zoom.us/j/99151783830?pwd=OUZRQ2JmK09RR09NYXBtQUIEajZFQT09>

Zoom ID: 991-5178-3830

Zoom Password: 391738

*Or you can call in and listen via zoom: 1-253- 215- 8782*

*ID: 991-5178-3830*

1. CALL TO ORDER & ROLL CALL
2. RESOLUTION
  - a. **Resolution No. 2020-02:** A Resolution adopting the budget for the fiscal year beginning July 1, 2020, making appropriations and declaring the tax increment.
3. ADJOURNMENT

Kent Taylor Civic Hall 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 a least 48 hours before the meeting to the City Recorder (503) 435-5702. For TTY services, please dial 711.



**City of McMinnville**  
**Finance Department**  
230 NE Second Street  
McMinnville, OR 97128  
(503) 434-2350

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## STAFF REPORT

**DATE:** June 23, 2020  
**TO:** Jeff Towery, City Manager  
**FROM:** Jennifer Cuellar, Finance Director  
**SUBJECT:** A Resolution adopting the budget for fiscal year beginning July 1, 2020 for the McMinnville Urban Renewal Agency  
**MANDATE:** ORS 294.456

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### STRATEGIC PRIORITY & GOAL:



#### CITY GOVERNMENT CAPACITY

Strengthen the City's ability to prioritize & deliver municipal services with discipline and focus.

**OBJECTIVES: Identify and focus on the City's core services**

#### Report in Brief:

Oregon Revised Statute (ORS) 294.456 requires the City to enact a resolution to adopt the McMinnville Urban Renewal Agency's budget for the fiscal year. Resolution 2020-02 adopts the FY2020-21 budget for the fiscal year beginning July 1, 2020, makes appropriations and declares tax increment.

ORS 294.456 also allows the City Council to make changes to the budget that was approved by the Budget Committee. If a change increases expenditures by more than 10 percent, a revised financial summary must be published and a second budget hearing must be held before the adjusted budget can be adopted.

#### Discussion of Changes in Budget Appropriation Levels:

One change to the 2020-21 Budget approved by the Budget Committee on May 18, 2020, is included in the Budget that is being presented to the Council for adoption.

The Transfers Out category decreased by \$56 and the Contingency increased by the same amount. No change in the total budget amount was made since it was approved in May. The transfers, because they include reimbursement to the City of McMinnville for staff time required to administer the district, were reduced because the medical costs of support and planning department staff went down when the actual insurance rates were added to the FY2020-21 budget.

#### Action:

Approve the Resolution

#### Attachments:

Resolution 2020-02, A resolution adopting the budget for fiscal year beginning July 1, 2020; making the appropriations and declaring tax increment.

RESOLUTION NO. 2020- 02

A Resolution adopting the budget for the fiscal year beginning July 1, 2020, making appropriations, and declaring the tax increment

NOW, THEREFORE, BE IT RESOLVED BY THE MCMINNVILLE URBAN RENEWAL BOARD OF THE MCMINNVILLE URBAN RENEWAL AGENCY, as follows:

1. **Adopting the Budget:** The Board of the McMinnville Urban Renewal Agency hereby adopts the budget for 2020-21, now on file at City Hall, 230 NE Second Street, McMinnville, Oregon, as approved by the Urban Renewal Budget Committee and amended by the Urban Renewal Agency Board, in the sum of \$ 960,123.

2. **Making Appropriations:** The amounts for the fiscal year beginning July 1, 2020 are for the purposes shown below and are hereby appropriated as follows:

<b>Urban Renewal Fund</b>	
Urban Renewal District Programs and Improvements	\$ 330,850
Transfers Out to Other Funds	68,396
Contingencies	<u>53,314</u>
<b>Total Urban Renewal Fund Appropriation</b>	<b>\$ <u>452,560</u></b>
<b>Urban Renewal Debt Service Fund</b>	
Transfers Out to Other Funds	<u>479,092</u>
<b>Total Urban Renewal Debt Service Fund Appropriation</b>	<b>\$ <u>479,092</u></b>
<b>Total Appropriations, All Funds</b>	<b>\$ <u>931,652</u></b>
Total Unappropriated and Reserved amounts, All Funds	<u>28,471</u>
<b>Total Adopted Budget</b>	<b><u><u>960,123</u></u></b>

3. **Declaring Tax Increment:** The McMinnville Urban Renewal Agency Board hereby resolves to certify to the county assessor a request for the McMinnville Urban Renewal 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.

This resolution shall take effect immediately upon passage and shall continue in full force and effect until revoked or replaced.

Adopted by the McMinnville Urban Renewal Agency Board at a regular meeting held the 23rd day of June 2020 by the following votes:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Approved this 23rd day of June 2020.

\_\_\_\_\_  
MAYOR

Approved as to form:

Attest:

\_\_\_\_\_  
CITY ATTORNEY

\_\_\_\_\_  
CITY RECORDER