

WARRENTON URBAN RENEWAL AGENCY

BUDGET COMMITTEE MEETING

AGENDA

Thursday, May 17, 2018 – 5:30 p.m.
Warrenton City Hall, Commission Room – 225 South Main Avenue

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1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **APPOINTMENT OF CHAIR**
 4. **APPOINTMENT OF VICE-CHAIR**
 5. **CONSENT CALENDAR (Items on the consent calendar are considered routine and require a motion and a second and no discussion, unless requested by a member of the budget committee)**
 - A. Acceptance of minutes from the May 18, 2017 Budget Committee meeting
 6. **PUBLIC COMMENT** – Pursuant to State requirements, the Warrenton Urban Renewal Agency Budget Committee will receive public comment on the Agency’s Proposed Budget for Fiscal Year 2018-2019. (Statutory Requirement)
 7. **BUDGET COMMITTEE RECEIVES BUDGET MESSAGE** – Budget Officer
 8. **ORDER OF BUSINESS (See 2018/2019 Proposed Budget)**

Consideration of Proposed Budget:

 - A. Capital Projects Fund - Page 4
 - B. Debt Service Fund - Page 5
 - C. Debt Service Reserve Fund – Page 6
 9. **ADJOURNMENT**

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MINUTES
Warrenton Urban Renewal Agency Budget Committee
May 18, 2017
Warrenton City Hall - Commission Chambers
225 S. Main Ave.
Warrenton, Or 97146

Mayor Henry Balensifer called the meeting to order at 6:07 p.m.

Budget Committee Members Present: Paul Mitchell, Flint Carlson, Gerald Poe, Rebecca Hoth, Commissioner Pam Ackley, Commissioner Rick Newton, Mayor Henry Balensifer

Excused: Commissioner Tom Dyer

Staff Members Present: Executive Director Linda Engbretson, Finance Officer April Clark, Secretary Dawne Shaw, Accountant Eryn Cary, Fire Chief Tim Demers, Harbor Master Jane Sweet

Mayor Balensifer made the motion to appoint Paul Mitchell as Chair. Motion was seconded and passed unanimously.

Mayor Balensifer made the motion to appoint Commissioner Pam Ackley as Vice Chair. Motion was seconded and passed unanimously.

CONSENT CALENDAR

A. May 19, 2016 Urban Renewal Agency Budget Committee Meeting Minutes

Vice Chair Pam Ackley made the motion to approve the Consent Calendar as presented. Motion was seconded and passed unanimously.

Public Comments: None

Budget message from Budget Officer - Linda Engbretson gave brief summary; noting there is \$1.64 million and \$2.2 million identified to finance projects at the marina and downtown. The ongoing projects include significant infrastructure improvements at the Warrenton marina and smaller projects in the downtown area. She noted they have contracted with a consultant to work with Pacific Power and ODOT to address the power pole bulb-outs and provide landscaping design at both the Harbor/Main intersection and Main/old Hwy 101 (105 spur). Brief discussion followed on the bulb-outs, landscaping options and sidewalks. Ms. Engbretson noted the major projects to be completed at the marina include full replacement of the commercial dock known as F dock. Twenty thousand dollars was approved for façade improvements this past year in the Urban core area and is recommended again for 2017/2018. Ms. Engbretson stated the Urban Renewal ends in 2027 and all projects need to be completed and debt has to be paid back.

Page 4 – Capital Projects Fund – Ms. Engbretson noted there is no change from last year; currently working on SE 4th and SE Anchor improvements this year – URA is paying a portion

of these projects.

Page 5 – Debt Service Fund – Finance Director April Clark noted this fund is where property taxes are collected and where debt service gets paid out of.

Page 6 – Debt Service Reserve Fund – Ms. Clark noted the two bonds have a requirement to set aside funds and that is what this reserve fund is for.

Vice Chair Pam Ackley made the motion to accept the 2017/2018 Urban Renewal budget. Motion was seconded and passed unanimously.

There being no further business, Chair Mitchell adjourned the meeting at 6:19 p.m.

APPROVED

ATTEST

Budget Chair

Dawne Shaw, Secretary