

**CITY OF SCAPPOOSE  
URBAN RENEWAL AGENCY BUDGET COMMITTEE  
COUNCIL CHAMBERS  
33568 E. COLUMBIA AVENUE  
MONDAY, MAY 23, 2022, 5:30 P.M.**

**Call to Order**

Scott Burge called the Urban Renewal Agency Budget Committee meeting to order at 5:30 p.m.

**Roll Call**

**Present:** Budget Committee members ~ Scott Burge; Annette Pixley; Megan Greisen; Pete McHugh; Josh Poling; Brandon Lesowske; Teresa Keller; Michelle Brown; Ty Bailey; Tyler Miller; and Jeannet Santiago. Staff members ~ City Manager Alexandra Rains; City Recorder Susan Reeves; Public Works Director Dave Sukau; Treatment Plant Supervisor Darryl Sykes; Utility Supervisor Doug Nassimbene; Treatment Plant Supervisor Kevin Turner; Building Official Don VanDomelen; and Rob Moody, CPA/Partner with Merina + Co.

**Remote:** Budget Committee member Sandie Wiggs; Budget Committee member Rita Bernhard; Budget Committee Member Chris Vitron; Assistant to the City Manager Isaac Butman; City Planner Laurie Oliver Joseph, and Interim Public Safety Director Brian Jensen.

**Approval of minutes ~ May 24, 2021**

Josh Poling moved, and Pete McHugh seconded the motion to approve the Urban Renewal Agency Budget Committee meeting minutes from May 24, 2021. Motion passed (14-0). Scott Burge, aye; Teresa Keller, aye; Annette Pixley, aye; Megan Greisen, aye; Pete McHugh, aye; Josh Poling, aye; Brandon Lesowske, aye; Chris Vitron, aye; Michelle Brown, aye; Sandie Wiggs, aye; Ty Bailey, aye; Rita Bernhard, aye; Tyler Miller, aye, and Jeannet Santiago, aye.

**Receive Budget Message**

**2022-2023 Urban Renewal District Budget Message**

March 23, 2022

Dear Urban Renewal Agency Chair, Vice Chair and Agency Members:

It is my pleasure to submit the proposed 2022-2023 Budget for the Scappoose Urban Renewal District for your consideration. The District is newly established, having become effective in December of 2019, and this is the third budget ever prepared.

City Staff's efforts to establish the District – at the direction of Scappoose City Council – began in earnest in 2018 with the hiring of ECONorthwest and Tiberius Solutions, LLC to complete an

urban renewal feasibility study to evaluate the benefits and drawbacks of using urban renewal as a tool to invest in infrastructure and other needed community projects in the City's industrial areas and downtown commercial core. The results of the feasibility study were encouraging to Council and they instructed staff to pursue development of an Urban Renewal Area.

Working with the same consultant team, staff completed an extensive public involvement process and completed the Urban Renewal Plan and Report. These documents were presented to City Council for a first reading on October 21, 2019 and then for a final vote to approve on November 19, 2019 by a non-emergency Ordinance.

The Scappoose Urban Renewal Plan Area consists of approximately 475.8 acres (418.87 acres of land in parcels and 56.93 acres of public rights-of-way) and it is anticipated that the Plan will take 30 years of tax increment collections to implement. The Goals of the Plan, which represent its basic intents and purposes and are reflected in all of the projects identified for implementation, are as follows:

1. Improve transportation, water, wastewater, and stormwater infrastructure to support job growth
2. Promote the emergence of a vibrant town center as a civic and cultural hub for Scappoose that is connected to surrounding neighborhoods and employment areas
3. Encourage redevelopment and infill in the town center
4. Support the growth and retention of local businesses

Given the recent establishment of the District, the 2022-2023 Budget reflects that there are not yet enough funds to undertake the Water, Wastewater, Transportation and Property Owner Incentives Projects identified in the Plan and Report. However, there are funds available for business incentives to include a mixture of storefront improvement and new development grants, programs which the Agency has just finished developing. The District will incur some administrative costs by engaging an urban renewal consultant to assist on an as needed basis and an auditor to review the District's budget. Most of the funds received, however, will be placed in appropriate reserves to accumulate over the next several years until they can be used for specific projects.

In summary, the Scappoose Urban Renewal District was recently established following a lengthy public process, and spending during the 2022-2023 Budget year will be confined to the newly developed business incentives and applicable administration efforts, while the funds necessary to complete future projects identified in the Plan and Report begin to accumulate. Although the District may be off to a gradual start, the long-term benefits of increased investment in the City's infrastructure and the local Business Community will be well worth the wait.

Respectfully submitted,  
Alexandra Rains, MPA  
Budget Officer  
City of Scappoose  
\*\*end of message\*\*

## Budget Deliberations

### Urban Renewal Agency General Fund

City Manager Rains went over the Urban Renewal Agency General Fund. Purpose: The Urban Renewal General Fund consists of revenue collected from property taxes and interest income. Vision for the Year: To ensure the Urban Renewal District operates efficiently and in accordance with applicable City, State, and Federal laws. The Urban Renewal General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund. Principal sources of revenue are tax increment revenues. The Urban Renewal General Fund accounts for the resources of the whole District, which was established in 2019 and this will be the third year that it will receive Tax Increment Financing revenues. The budget is calculated using the formula outlined in Oregon Revised Statutes. Collections from the current year's tax increment revenues for the District are projected to be \$158,312. Columbia County collects all property taxes and distributes collections for the District's certified tax dollars back to the District. Interest income for the year is estimated at \$1,000. The District places the vast majority of its funds in the state local government investment pool. Total amount of revenue for the Urban Renewal District General Fund is projected to be \$159,312. Expenditures Within the General Fund, the District expects to expend \$443,678. These expenditures are budgeted into the following departments: Administration \$37,400, Business & Property Owners Incentives \$65,956, Transfers \$50,000 and Contingency \$290,322.

Ty Bailey moved, and Josh Poling seconded the motion to approve the Urban Renewal Agency Budget as presented. Motion passed (14-0). Scott Burge, aye; Teresa Keller, aye; Annette Pixley, aye; Megan Greisen, aye; Pete McHugh, aye; Josh Poling, aye; Brandon Lesowske, aye; Chris Vitron, aye; Michelle Brown, aye; Sandie Wiggs, aye; Ty Bailey, aye; Rita Bernhard, aye; Tyler Miller, aye, and Jeannet Santiago, aye.

**Calendar Check ~ next meeting May 24, 2022, if needed.**

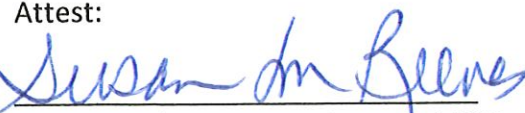
No future meetings needed.

### Adjournment of the Urban Renewal Agency Budget Committee meeting

Scott Burge adjourned the Urban Renewal Agency Budget Committee meeting at 5:42 p.m.

  
Chair

Attest:

  
City Recorder Susan M. Reeves, MMC