

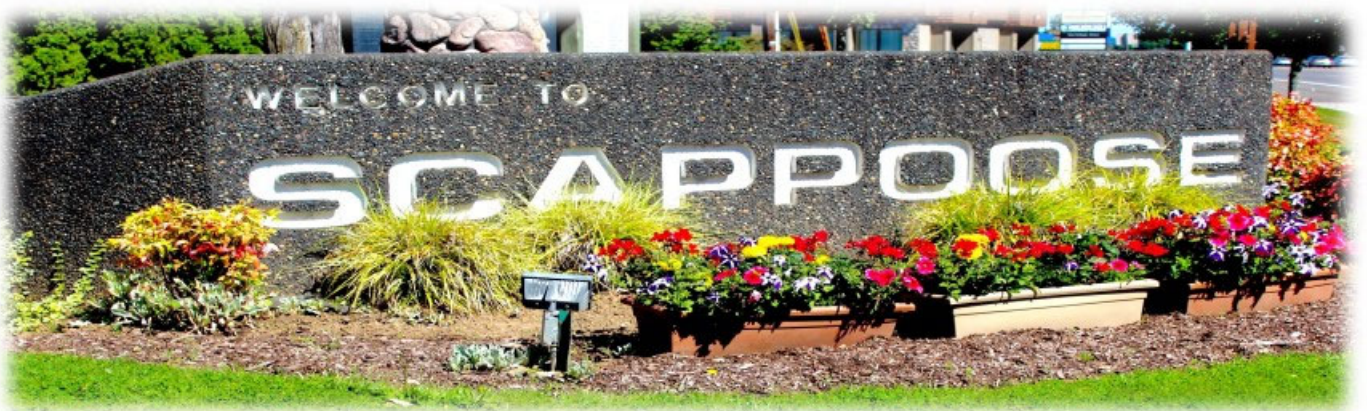


**SCAPPOOSE**  
*Oregon*

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*Small Town, Big Community*

# Urban Renewal District Fiscal Year 2021-2022 Adopted Budget



CITY OF SCAPPOOSE  
2021-2022 Annual Budget  
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## Budget Committee Members

<u>Member</u>		<u>Term Expires</u>
Mayor Scott Burge		December 2022
Council President Megan Greisen		December 2024
Councilor Joel Haugen		December 2022
Councilor Brandon Lesowske		December 2022
Councilor Peter McHugh		December 2024
Councilor Tyler Miller		December 2024
Councilor Josh Poling		December 2022
Ty Bailey		December 2023
Rita Bernhard		December 2024
Michelle Brown		December 2023
Teresa Keller		December 2024
Chris Vitron		December 2022
Sandie Wiggs		December 2023
Annette Pixley		December 2023
<b><u>Budget Officer &amp; Finance Department</u></b>		
Alexandra Rains, Interim City Manager		
Jill Herr, Finance Administrator		

Administered by:  
City of Scappoose  
33568 E Columbia Avenue  
Scappoose OR 97056  
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## **2021-2022 Urban Renewal District Budget Message**

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

It is my pleasure to submit the proposed 2021-2022 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 second 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. After review of the feasibility study by the City Council, a team of ECONorthwest, Tiberius Solutions, LLC and Elaine Howard Consulting, LLC was hired to complete the Scappoose Urban Renewal Plan (Plan) and Report Accompanying the Plan (Report).

As part of the preparation of the Plan and Report, a Technical Advisory Committee (TAC) was formed to review the boundary, projects and financial components of the Urban Renewal Plan and report. The TAC met three times and provided direct input into the preparation of the Plan and Report. The City Council was briefed and provided input in March and May of 2019, and again when the formation of the Agency came before them for action in June of 2019.

An urban renewal survey was posted to the City website and copies were distributed with City utility bills in the early months of 2019. The survey solicited feedback on community goals for the downtown and industrial areas of the city, asked where the town center is or should be, and what improvements and investments could make the space more like a town center moving forward. Over 160 responses were received. The City's urban renewal consultant team asked similar questions and solicited feedback during their presentation and break out session at the City's Annual Town Meeting on March 2, 2019. They focused on educating the community on the basics of urban renewal and gathering feedback on goals and priorities. All information gathered during these two processes was then shared with the TAC and City Council in order to help inform their selection of projects for inclusion in the urban renewal plan.

During the same time period as the preparation of the Plan and Report, ZGF Architects worked with staff and the community to prepare urban design concepts to be incorporated in future planning within the potential urban renewal area. These concepts were shared with the TAC and City Council.

Once the Plan and Report were complete, they were presented during a briefing to the Columbia County Commission on August 28, 2019 and reviewed by the Scappoose Planning Commission at their meeting on September 12, 2019, during which they recommended adoption by City Council. Following these meetings, City Staff observed the required noticing and brought the Plan and Report before 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 2021-2022 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, beginning this year, there are funds available for Business Incentives to include a mixture of storefront improvement grants and loans – once a program has been designed by the Agency. Additionally, as part of the Business Incentive Program, there is also funding that has been allocated for the development of a Downtown Revitalization Program. The District will incur some administrative costs by engaging an urban renewal consultant to guide the Agency through development of the Business Incentive and Downtown Revitalization Programs 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 very lengthy public process and spending during the 2021-2022 Budget year will be confined to the development of Business Incentive and Downtown Revitalization Programs 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  
Interim Budget Officer  
City of Scappoose

# City of Scappoose Urban Renewal District Plan

Adopted by the City of Scappoose  
 November 18, 2019  
 Ordinance No. 886

<b>List of Participants</b>
<b>City Council</b>
Scott Burge, Mayor
Patrick Kessi, Council President
Megan Greisen
Joel Haugen
Brandon Lesowske
Josh Poling
Natalie Sanders
<b>Planning Commission</b>
Tim Connel, Chair
Scott Jensen, Vice Chair
Bill Blank
Bruce Shoemaker
Rita Bernhard
Kevin Freimuth
Patricia Gibson
<b>City Staff</b>
Michael Sykes, City Manager
Alexandra Rains, Assistant City Manager
Laurie Oliver, Planning Supervisor
<b>Consulting Team</b>
ECONNorthwest
Elain Howard Consulting, LLC
Tiberius Solutions LLC

## **I. INTRODUCTION**

The Scappoose Urban Renewal Plan ("Plan") was developed for the Scappoose City Council ("City Council") with input from a Technical Advisory Committee ("TAC") that was formed for this purpose. Pursuant to the Scappoose City Charter, this Plan will go into effect when it has been adopted by the City Council.

### **A. PLAN OVERVIEW**

The City of Scappoose hired ECONorthwest and Tiberius Solutions, LLC in 2018 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. After review of the feasibility study by the City Council, a team of ECONorthwest, Tiberius Solutions, LLC and Elaine Howard Consulting, LLC was hired to complete the Plan and Report Accompanying the Scappoose Urban Renewal Plan ("Report").

As part of the preparation of the Plan and Report, a TAC was formed to review the boundary, projects and financial components of the urban renewal plan and report. The TAC met three times and provided direct input into the preparation of the Plan and Report. The City Council was briefed and provided input in March and May of 2019 and again when the formation of the Scappoose Urban Renewal Agency ("Agency") came before them for action in June of 2019.

An urban renewal survey was posted to the city website and received over 160 responses. A Town Hall was held in March 2019. This information was shared with both the TAC and the City Council.

During the same time period as the preparation of the Plan and Report, Zimmer Gunsul Frasca ("ZGF") worked with staff and the community to prepare urban design concepts to be incorporated in future planning within the potential urban renewal area. These concepts were shared with the TAC and City Council.

The Scappoose Urban Renewal Plan Area ("Plan Area"), shown in Figure 1, consists of approximately 475.8 total acres: 418.87 acres of land in parcels and 56.93 acres of public rights-of-way. It is anticipated that the Plan will take 30 years of tax increment collections to implement. The maximum amount of indebtedness (amount of TIF for projects and programs) that may be issued for the Plan is \$37,000,000.

Goals for this Plan are intended to guide TIF investment in the Plan Area over the life of the Plan. The project category descriptions and list of projects are intended to aid future decision makers when considering how best to expend funds generated by TIF. The Plan is to be administered by the Agency. Substantial amendments to the Plan must be approved by City Council as outlined in Section VII. All amendments to the Plan are to be listed numerically on the front page of the Plan and then incorporated into the Plan document and noted by footnote with an amendment number and adoption date.

The Plan contains the information required to meet the standards of ORS 457.085(2).

- (2) An urban renewal plan proposed by an urban renewal agency shall include all of the following:
  - (a) A description of each urban renewal project to be undertaken.
  - (b) An outline for the development, redevelopment, improvements, land acquisition, demolition and removal of structures, clearance, rehabilitation or conservation of the urban renewal areas of the plan.
  - (c) A map and legal description of the urban renewal areas of the plan.
  - (d) An explanation of its relationship to definite local objectives regarding appropriate land uses and improved traffic, public transportation, public utilities, telecommunications utilities, recreational and community facilities and other public improvements.
  - (e) An indication of proposed land uses, maximum densities and building requirements for each urban renewal area.
  - (f) A description of the methods to be used for the temporary or permanent relocation of persons living in, and businesses situated in, the urban renewal area of the plan.

(g) An indication of which real property may be acquired and the anticipated disposition of said real property, whether by retention, resale, lease or other legal use, together with an estimated time schedule for such acquisition and disposition.

(h) If the plan provides for a division of ad valorem taxes under ORS 457.420 to 457.460, the maximum amount of indebtedness that can be issued or incurred under the plan.

(i) A description of what types of possible future amendments to the plan are substantial amendments and require the same notice, hearing and approval procedure required of the original plan under ORS 457.095 as provided in ORS 457.220, including but not limited to amendments:

(A) Adding land to the urban renewal area, except for an addition of land that totals not more than one percent of the existing area of the urban renewal area.

(B) Increasing the maximum amount of indebtedness that can be issued or incurred under the plan.

(j) For a project which includes a public building, an explanation of how the building serves or benefits the urban renewal area.

The relationship between the sections of the Plan and the ORS 457.085 requirements is shown in Table 1. The specific reference in the table below is the section of this Plan that primarily addresses the statutory reference. There may be other sections of the Plan that also address the statute.

**Table 1 - Statutory References**

<b>Statutory Requirement</b>	<b>Plan Section</b>
ORS 457.085(2)(a)	V, VI
ORS 457.085(2)(b)	V, VI
ORS 457.085(2)(c)	XIII
ORS 457.085(2)(d)	XI
ORS 457.085(2)(e)	XI
ORS 457.085(2)(f)	IX
ORS 457.085(2)(g)	VIII
ORS 457.085(2)(h)	III
ORS 457.085(2)(i)	VII
ORS 457.085(2)(j)	Not applicable

**B. URBAN RENEWAL OVERVIEW**

Urban renewal allows for the use of tax increment financing, a financing source that is unique to urban renewal, to fund its projects. Tax increment revenues, the amount of property taxes generated by the increase in total assessed values in the urban renewal area from the time the urban renewal area is first established, are used to repay borrowed funds. The borrowed funds are used to pay for urban renewal projects and cannot exceed the maximum indebtedness amount set by the urban renewal plan.

The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped, called blighted areas in ORS 457. These areas can have old or deteriorated buildings, public spaces that need improvements, streets and utilities in poor condition, a complete lack of streets and utilities altogether, or other obstacles to development. In general, urban renewal projects can include construction or improvement of streets, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and improvements to public spaces. The Plan Area meets the definition of blight due to its infrastructure deficiencies and underdeveloped properties. These blighted conditions are specifically cited in the ordinance adopting the Plan and described in detail in the accompanying Report.

The Report accompanying the Plan contains the information required by ORS 457.085, including:

(3) An urban renewal plan shall be accompanied by a report which shall contain:



- (a) A description of physical, social and economic conditions in the urban renewal areas of the plan and the expected impact, including the fiscal impact, of the plan in light of added services or increased population;
- (b) Reasons for selection of each urban renewal area in the plan;
- (c) The relationship between each project to be undertaken under the plan and the existing conditions in the urban renewal area;
- (d) The estimated total cost of each project and the sources of moneys to pay such costs;
- (e) The anticipated completion date for each project;
- (f) The estimated amount of money required in each urban renewal area under ORS 457.420 to 457.460 and the anticipated year in which indebtedness will be retired or otherwise provided for under ORS 457.420 to 457.460;
- (g) A financial analysis of the plan with sufficient information to determine feasibility;
- (h) A fiscal impact statement that estimates the impact of the tax increment financing, both until and after the indebtedness is repaid, upon all entities levying taxes upon property in the urban renewal area; and
- (i) A relocation report which shall include:
  - (A) An analysis of existing residents or businesses required to relocate permanently or temporarily as a result of agency actions under ORS 457.170;
  - (B) A description of the methods to be used for the temporary or permanent relocation of persons living in, and businesses situated in, the urban renewal area in accordance with ORS 35.500 to 35.530; and
  - (C) An enumeration, by cost range, of the existing housing units in the urban renewal areas of the plan to be destroyed or altered and new units to be added.

## **II. MAXIMUM INDEBTEDNESS**

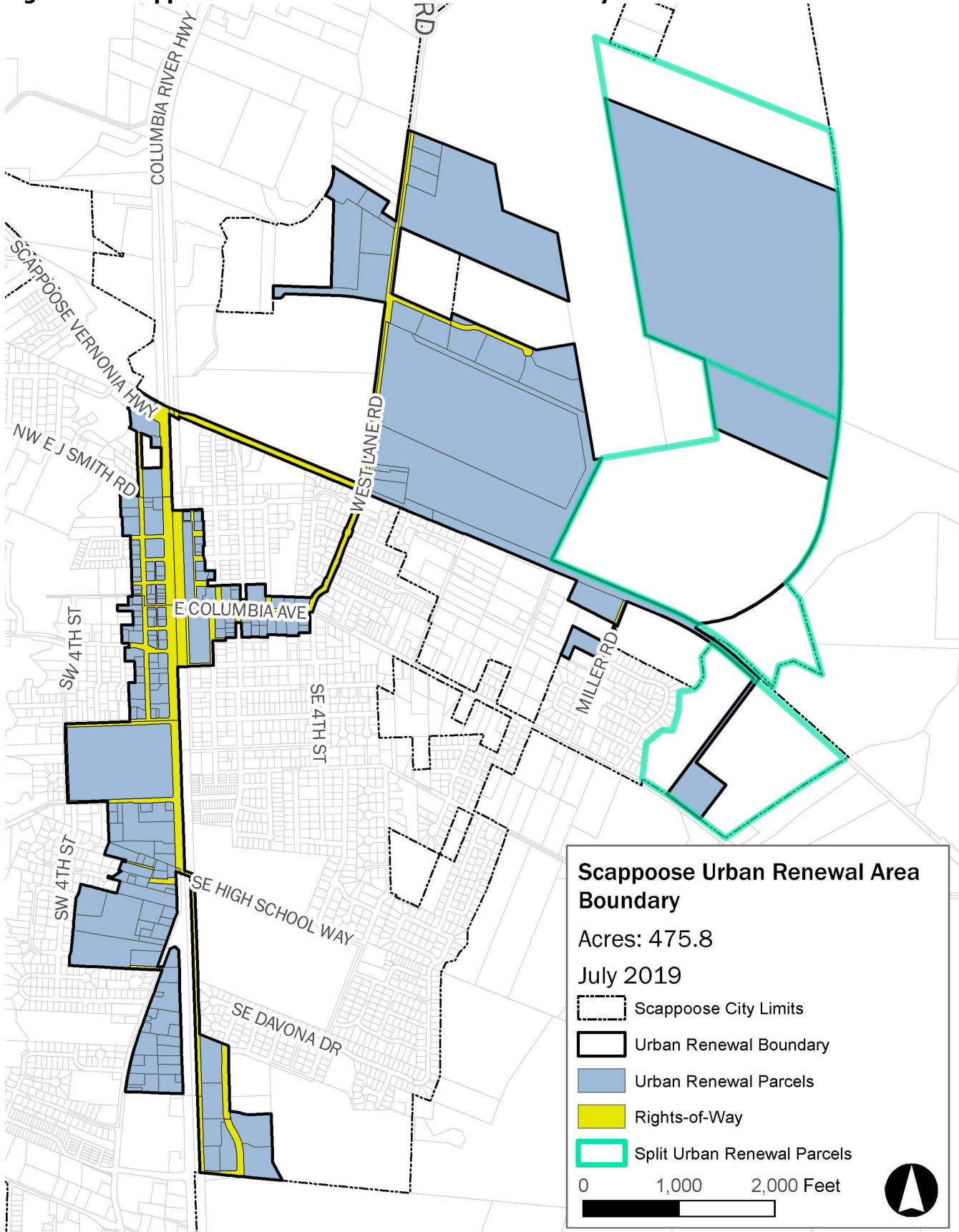
Maximum indebtedness is the total amount of money that can be spent on projects, programs and administration throughout the life of the Plan. The maximum amount of indebtedness that may be issued or incurred under the Plan, based upon good faith estimates of the scope and costs of projects in the Plan and the schedule for their completion is \$37,000,000 (Thirty-seven Million Dollars). This amount is the principal of such indebtedness and does not include interest or indebtedness incurred to refund or refinance existing indebtedness or interest earned on bond proceeds.

## **III. PLAN GOALS**

The goals of the Plan represent its basic intents and purposes. The urban renewal projects identified in Sections V and VI of the Plan are the specific means of achieving the goals. The goals will be pursued as economically as is feasible and at the discretion of the Agency.

- Goal 1. Improve transportation, water, wastewater and stormwater infrastructure to support job growth.
- Goal 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.
- Goal 3. Encourage redevelopment and infill in the town center.
- Goal 4. Support the growth and retention of local businesses.

**Figure 1 – Scappoose Urban Renewal Plan Area Boundary**



**Scappoose Urban Renewal Area Boundary**  
 Acres: 475.8  
 July 2019

- Scappoose City Limits
- Urban Renewal Boundary
- Urban Renewal Parcels
- Rights-of-Way
- Split Urban Renewal Parcels

0 1,000 2,000 Feet

Source: ECONorthwest

#### **IV. URBAN RENEWAL PROJECT CATEGORIES**

The projects within the Plan Area fall into the following categories. These categories align with the Finance Plan in the Report, Tables 8-11.

- A. WATER/SEWER IMPROVEMENTS**
- B. TRANSPORTATION**
- C. OTHER TRANSPORTATION**
- D. BUSINESS AND PROPERTY OWNER INCENTIVES**
- E. ADMINISTRATION**

#### **V. URBAN RENEWAL PROJECTS**

Urban renewal projects authorized by the Plan are described below.

##### **A. WATER/SEWER IMPROVEMENTS<sup>1</sup>**

1. DEQ Loan Projects
  - a. Hydraulic improvements: rebuilding secondary splitter structure. Information from Wastewater Master Plan: "Based on the hydraulic modeling completed, the effluent structure from the aeration basin conveying flows to the secondary clarifiers will be flooded under design flow condition. This will be replaced to accommodate sufficient weir length to capture even flow splitting between the existing secondary clarifiers and provisions for adding two additional secondary clarifiers in future."<sup>2</sup>
  - b. Secondary clarifier and RAS/WAS<sup>3</sup> pumping upgrades: "To provide adequate peak wet weather capacity and sufficient redundancy to take one clarifier out of service during summer months, a new secondary clarifier is needed. The analysis assumes that the third secondary clarifier will be of similar size as existing (50-foot diameter).  
With the addition of a new secondary clarifier, RAS and WAS pumping capacity needs to be increased. However, the Sludge Pumping Building does not have space for any additional pumps. This upgrade would include increasing building size and adding additional capacity for RAS and WAS pumping, upgrading existing WAS pumps, and upgrading HVAC system."<sup>4</sup>
  - c. Aerobic digester life safety improvements:
    - (1) Replace plugged coarse bubble diffusers and broken Swingfuser.
    - (2) Review location of blowers for code compliance and replace as needed.
    - (3) Add a redundant sludge pump and replace sludge flow meter.

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<sup>1</sup> Project descriptions and existing conditions come from the City of Scappoose Facilities Plan Update by Carollo in March 2018.)

<sup>2</sup> City of Scappoose Facilities Plan Update, Carollo, March 2018, p 6-3 Table ES.6,

<sup>3</sup> Return activated sludge(RAS) waste activated sludge (WAS)

<sup>4</sup> Ibid. p 6-3

- (4) Fix broken railing and complete other life safety fixes to comply with OSHA standards. P 6-3
2. Drinking Water Treatment and Supply
    - a. Drinking Water Treatment Plant (WTP) Improvements:
 

Miller Road R&R: life safety, rehabilitation, and seismic upgrades to existing Miller Road WTP facilities.
    - b. Water Supply:
 

Proportional share of additional drinking water wells in the vicinity of the City's existing Miller Road treatment plant.
  3. Wastewater Treatment Plant Improvements<sup>5</sup>
    - a. UV<sup>6</sup> disinfection (two phases)
      - Phase I – “The existing UV system will be upgraded and expanded including expanding channels adding new UV Equipment and electrical and control upgrades. Replace the existing system with an open-channel horizontal lamp reactor that will fit within the existing channel. Preliminary selection discussions with UV vendors suggests that Trojan UV3000 Plus offers the best fit with no channel modifications. Replacement with a newer Trojan product also offers the City with significant reduction in the number of lamps which will reduce capital and O&M costs.”<sup>7</sup>
      - Phase II - Adds a second channel similar to the existing channel. “The addition will provide adequate reliability, redundancy, and hydraulic capacity through the planning period.”<sup>8</sup>
      - Headworks and influent pump station: Upgrade and expand existing headworks. “The headworks will be upgraded to include influent screens, an influent pipe, influent flow measurement, and influent pumps that have sufficient capacity for the future peak instantaneous flow. Freeze protection will be added to the influent screens. Grit removal will also be included to protect downstream equipment from wear due to grit. Accurate level measurement and enhanced influent pump controls will be provided. The HVAC system will be upgraded to create an unclassified environment in accordance with NFPA 820 requirements for influent pumps. Also, a sump pump will be added to the pump dry pit to provide redundancy.”<sup>9</sup>

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<sup>5</sup> Project descriptions and existing conditions come from the City of Scappoose Facilities Plan Update by Carollo in March 2018.)

<sup>6</sup> Ultraviolet (UV)

<sup>7</sup> City of Scappoose Facilities Plan Update, Carollo, March 2018, p 6-2

<sup>8</sup> Ibid. p 6-10

<sup>9</sup> Ibid. p 7-2

- Operational improvement “A formal SCADA<sup>10</sup> system would be added to provide process trending and alarms, as required, to the City staff.”<sup>11</sup>
- Effluent pump station: “This project along with parallel outfall replaces the pumps to provide adequate capacity and redundancy during peak flows for the treatment plant. In addition, the roof access ports are upgraded to make them easier to operate.”<sup>12</sup>
- Aerobic digester: “The new aerobic digesters would be large enough to achieve Class B biosolids (60-day SRT in the winter). The digester blowers would be located in a blower building, while the sludge pumps and flow meter would be located in a dewatering building.”<sup>13</sup>

#### 4. Water Distribution

Construct a water main north of Bird Road to connect Skyway Drive to provide looping for the Airport development. Improvements include looping and pipe upsizing.

### **B. TRANSPORTATION<sup>14</sup>**

#### 1. Bicycle, Pedestrian Safety & Connectivity (Figure 11 of TSP)

##### a. Bike Route Improvements

- E.M. Watts: US 30 to Eggleston Lane/Key Road (TSP Project B10)
- Sign bike route on west side of US 30 between Columbia Avenue and E.M. Watts and between E.M. Watts and Old Portland Road via SW 4<sup>th</sup> Street. (TSP Project B22)
- West Lane Road: Install bike lane from E. Columbia Avenue to Crown Zellerbach Road (TSP Project B4)

##### b. Complete sidewalk system (Figure 10 of TSP)

- SW Maple Street: US 30 and SW 4<sup>th</sup> Street (TSP Project W11)
- SW 1st Street: SW Maple Street to J.P. West Road (TSP Project W12)
- E.M. Watts Road: US 30 and SW 4<sup>th</sup> Street (TSP Project W5)
- J.P. West Road: SW 4<sup>th</sup> Street and US 30 (north side) (TSP Project W9)
- SW 4<sup>th</sup> Street: E. M. Watts Road to J.P. West Road (TSP Project W10)
- E.J. Smith Road: NW 1<sup>st</sup> Street to Bella Vista Drive (TSP Project W23)

<sup>10</sup> Supervisory Control and Data Acquisition (SCADA)

<sup>11</sup> Ibid. p 6-9

<sup>12</sup> Ibid. p 6-10

<sup>13</sup> Ibid. p 6-11

<sup>14</sup> The projects are taken from the Scappoose Transportation Systems Plan (TSP)

- 3<sup>rd</sup> Street: Elm Street to Columbia Avenue (TSP Project W42)
  - SE Maple Street: US 30 and SE 4<sup>th</sup> Street (TSP Project W18)
- c. Trails (Figure 11 of TSP)
- Complete Railroad Trail in the railroad right of way Crown Zellerbach Road to Havlik Road (TSP Project S4)

### **C. OTHER TRANSPORTATION**

1. Transportation Studies:

West Columbia Avenue. Conduct a transportation study to determine the feasibility of converting West Columbia Avenue to two way traffic, including signal modification at US 30/Columbia Avenue. To address concerns about potential loss of parking to adjacent businesses, this study will be completed at the same time as the Parking Study listed below.

2. Parking:

Downtown parking study and public parking improvements

3. First Street Enhanced Streetscape:

NW and SW 1<sup>st</sup> Street: Maple to E.J. Smith: Replace existing curb-tight sidewalks (where present) with wider sidewalks & landscape strip.

4. Intersections and Connectivity:

Intersection improvements, connectivity improvements, and street modifications, including but not limited to implementation of feasibility study recommendations for West Columbia Avenue.

5. SW 1<sup>st</sup> Street/J.P. West Road:

Extend southeast curb to better align east and west intersection approaches and provide shorter pedestrian crossing at SW 1<sup>st</sup> Street/J.P. West Road. (TSP Project I 11)

6. Enhanced Streetscape

East Columbia Avenue Streetscape:

US 30 to West Lane/SE 4th St.: Replace existing curb-tight sidewalks (where present) with wider sidewalks & landscape strip. (No modification between 2nd & 3rd Street on one side.)<sup>15</sup>

### **D. BUSINESS AND PROPERTY OWNER INCENTIVES**

1. Storefront Improvement Grant or Loan Program:

Program to be designed by Agency. This includes a mix of grants and loans as determined by the Agency.

2. Housing or Mixed-Use Grants or Loans:

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<sup>15</sup> ZGF Urban Design Framework 2019

Grants or loans for housing or mixed use development.

**E. ADMINISTRATION**

Administering the Urban Renewal Agency including staff, financial reporting, annual reports, financing fees and other administrative responsibilities.

**VI. AMENDMENTS TO PLAN**

The Plan may be amended as described in this section.

**A. SUBSTANTIAL AMENDMENTS**

Substantial Amendments, in accordance with ORS 457.085(2)(i), shall require the same notice, hearing, and approval procedure required of the original Plan, under ORS 457.095, including public involvement, consultation with taxing districts, presentation to the Agency, the Planning Commission, and adoption by the City Council by non-emergency ordinance after a hearing. Notice of such hearing shall be provided to individuals or households within the City of Scappoose, as required by ORS 457.120. Notice of adoption of a Substantial Amendment shall be provided in accordance with ORS 457.095 and 457.115.

Substantial Amendments are amendments that:<sup>16</sup>

1. Add land to the urban renewal area, except for an addition of land that totals not more than 1% of the existing area of the urban renewal area; or
2. Increase the maximum amount of indebtedness that can be issued or incurred under the Plan.

**B. MINOR AMENDMENTS**

Minor Amendments are amendments that are not Substantial Amendments as defined in this Plan and in ORS 457. Minor Amendments require approval by the Agency by resolution.

**C. AMENDMENTS TO THE SCAPPOOSE COMPREHENSIVE PLAN AND/OR SCAPPOOSE MUNICIPAL CODE.**

Amendments to the Scappoose Comprehensive Plan and/or Title 17 of Municipal Code – Land Use and Development that affect the Plan and/or the Plan Area shall be incorporated automatically within the Plan without any separate action required by the Agency or City Council. When a substantial amendment is completed, the Relationship to Local Objectives section will be updated.

**VII. PROPERTY ACQUISITION AND DISPOSITION**

The Plan authorizes the acquisition and disposition of property as described in this section. Property includes any and all interests in property, including fee simple ownership, lease, easements, licenses, or other rights to use. If property is acquired it will be identified in the Plan

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<sup>16</sup> Unless otherwise permitted by state law, no land equal to more than 20 percent of the total land area of the original Plan shall be added to the urban renewal area by amendments, and the aggregate amount of all amendments increasing the maximum indebtedness may not exceed 20 percent of the Plan’s initial maximum indebtedness, as adjusted, as provided by law.

through a Minor Amendment, as described in Section VII. Identification of property to be acquired and its anticipated disposition is required by ORS 457.085(g).

#### **A. PROPERTY ACQUISITION FOR PUBLIC IMPROVEMENTS**

The Agency may acquire any property within the Plan Area for the public improvement projects undertaken pursuant to the Plan by all legal means, including use of eminent domain. Good faith negotiations for such acquisitions must occur prior to institution of eminent domain procedures.

#### **B. PROPERTY ACQUISITION FROM WILLING SELLERS**

The Plan authorizes Agency acquisition of any interest in property within the Plan Area that the Agency finds is necessary for private redevelopment, but only in those cases where the property owner wishes to convey such interest to the Agency. The Plan does not authorize the Agency to use the power of eminent domain to acquire property from a private party to transfer property to another private party for private redevelopment. Property acquisition from willing sellers may be required to support development of projects within the Plan Area.

#### **C. LAND DISPOSITION**

The Agency will dispose of property acquired for a public improvement project by conveyance to the appropriate public agency responsible for the construction and/or maintenance of the public improvement. The Agency may retain such property during the construction of the public improvement.

The Agency may dispose of property acquired under Subsection B of this Section VI by conveying any interest in property acquired. Property shall be conveyed at its fair reuse value. Fair reuse value is the value, whether expressed in terms of rental or capital price, at which the urban renewal agency, in its discretion, determines such land should be made available in order that it may be developed, redeveloped, cleared, conserved, or rehabilitated for the purposes specified in the Plan. Because fair reuse value reflects limitations on the use of the property to those purposes specified in the Plan, the value may be lower than the property's fair market value.

Where land is sold or leased, the purchaser or lessee must agree to use the land for the purposes designated in the Plan and to begin and complete the building of its improvements within a period of time that the Agency determines is reasonable.

### **VIII. RELOCATION METHODS**

When the Agency acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state law. Prior to such acquisition, the Agency shall adopt rules and regulations, as necessary, for the administration of relocation assistance. No specific acquisitions that would result in relocation benefits have been identified; however, there are plans to acquire land for infrastructure which may trigger relocation benefits in the future in the Plan Area.

### **IX. TAX INCREMENT FINANCING OF PLAN**

Tax increment financing consists of using annual tax increment revenues to make payments on debt, usually in the form of bank loans or revenue bonds. The proceeds of the bonds are used to finance the urban renewal projects authorized in the Plan. Bonds may be either long-term or short-term.



Tax increment revenues equal most of the annual property taxes imposed on the cumulative increase in assessed value within an urban renewal area over the total assessed value at the time an urban renewal plan is adopted. (Under current law, the property taxes for general obligation (GO) bonds and local option levies approved after October 6, 2001 are not part of the tax increment revenues.)

#### **A. GENERAL DESCRIPTION OF THE PROPOSED FINANCING METHODS**

The Plan will be financed using a combination of revenue sources. These include:

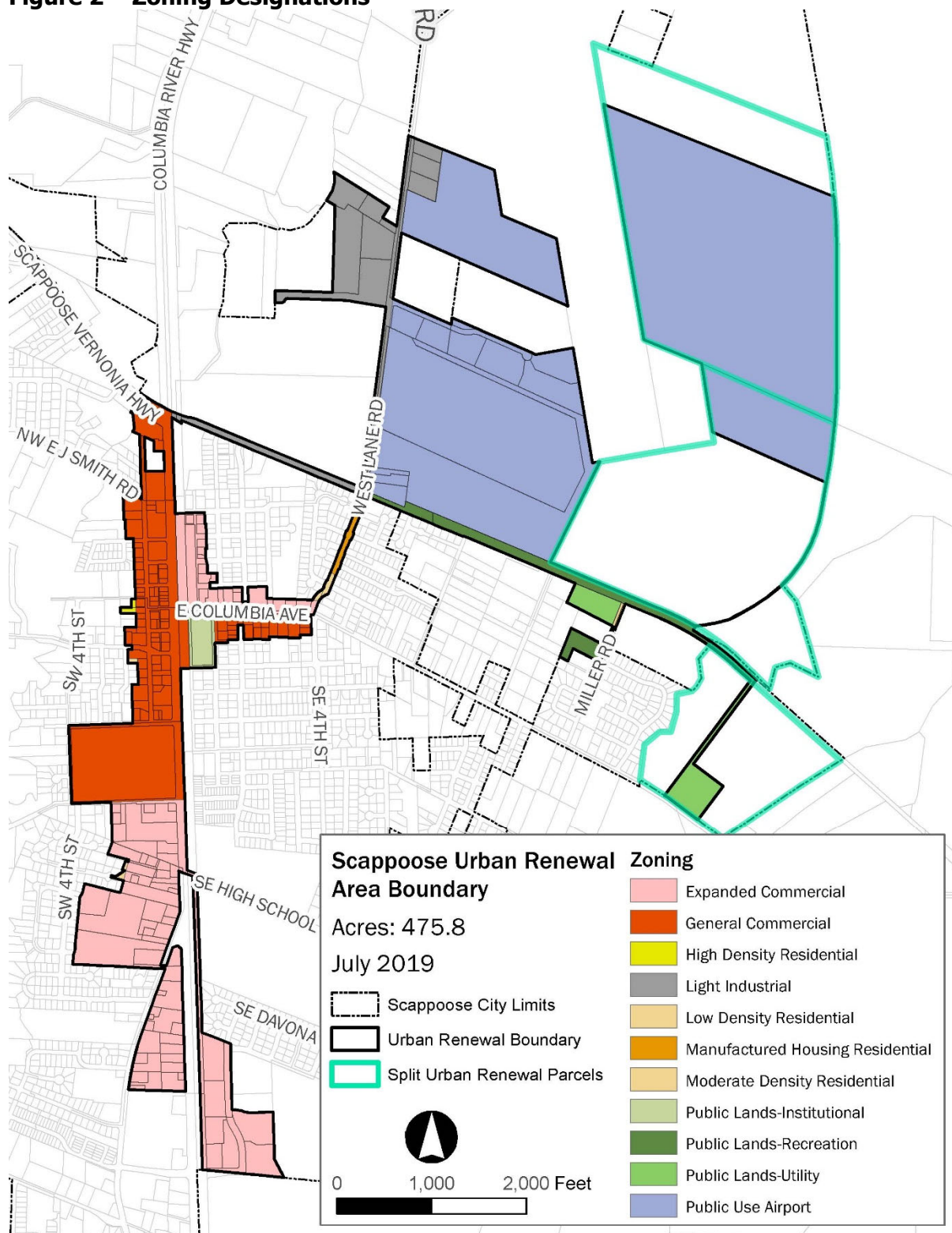
- Tax increment revenues;
- Advances, loans, grants, and any other form of financial assistance from federal, state, or local governments, or other public bodies;
- Loans, grants, dedications, or other contributions from private developers and property owners, including, but not limited to, assessment districts; and
- Any other public or private source.

Revenues obtained by the Agency will be used to pay or repay the costs, expenses, advancements, and indebtedness incurred in (1) planning or undertaking project activities, or (2) otherwise exercising any of the powers granted by ORS Chapter 457 in connection with the planning and implementation of this Plan, including preparation of the Plan.

#### **B. TAX INCREMENT FINANCING**

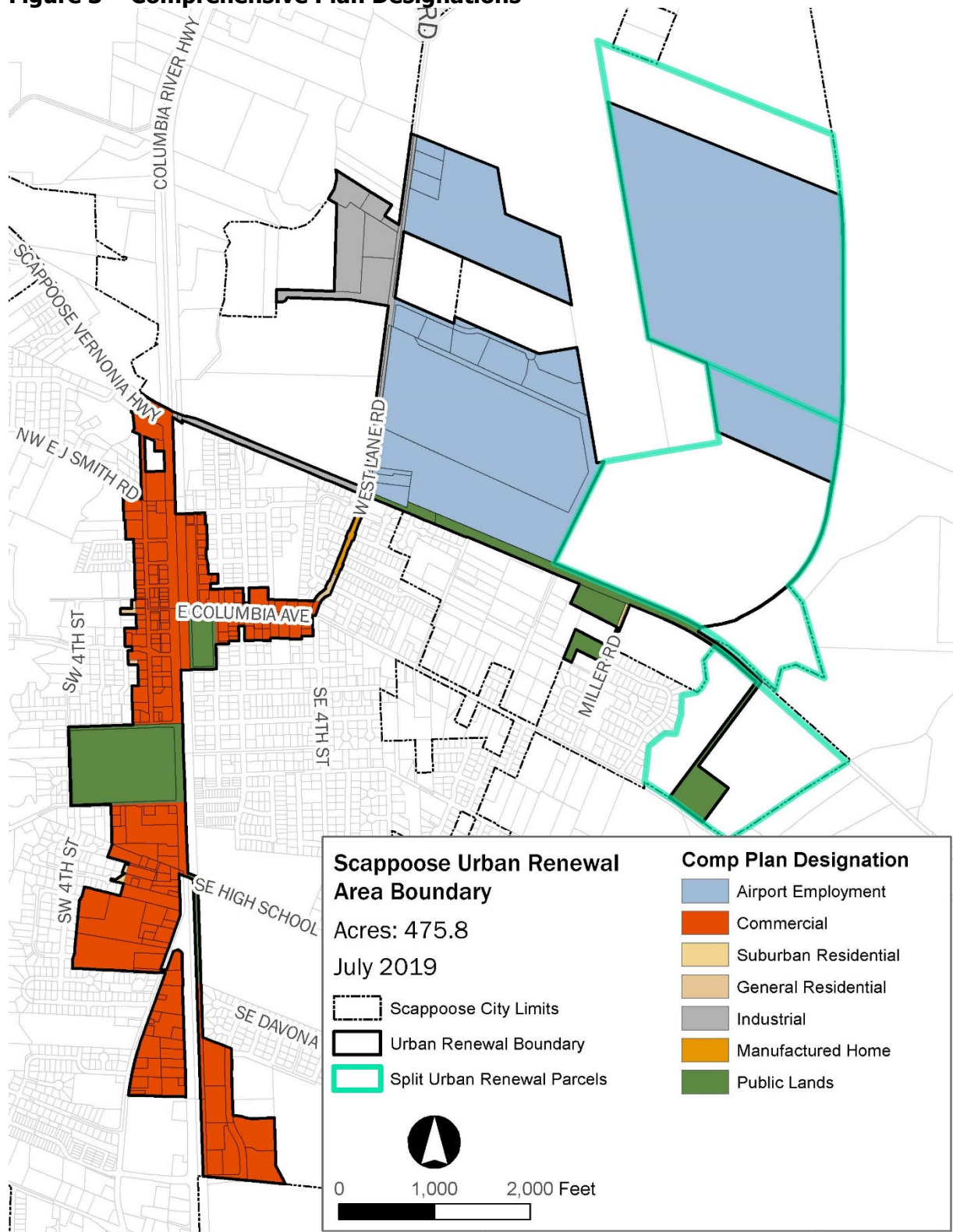
The Plan may be financed, in whole or in part, by tax increment revenues allocated to the Agency, as provided in ORS Chapter 457. The ad valorem taxes, if any, levied by a taxing district in which all or a portion of the Plan Area is located, shall be divided as provided in Section 1c, Article IX of the Oregon Constitution, and ORS 457.440. Amounts collected pursuant to ORS 457.440 shall be deposited into the unsegregated tax collections account and distributed to the Agency based upon the distribution schedule established under ORS 311.390.

**Figure 2 – Zoning Designations**



Source: ECONorthwest

**Figure 3 – Comprehensive Plan Designations**



Source: ECONorthwest

## **X. RELATIONSHIP TO LOCAL OBJECTIVES**

ORS 457.085 requires that the Plan conform to local objectives. This section provides that analysis. Relevant local planning and development objectives are contained within the City's Comprehensive Plan, which includes by adoption the Transportation Systems Plan (TSP) and the City of Scappoose Economic Opportunities Analysis. The following section describes the purpose and intent of these plans, the main applicable goals and policies within each plan, and an explanation of how the Plan relates to the applicable goals and policies.

**The numbering of the goals and policies within this section reflects the numbering that occurs in the original document. Italicized text is text that has been taken directly from an original document.**

Comprehensive Plan designations for all land in the Plan Area are shown in Figure 3. All proposed land uses conform to Figure 3. Maximum densities and building requirements for all land in the Plan Area are contained in Title 17 of the Municipal Code.

### **A. SCAPPOOSE COMPREHENSIVE PLAN**

This analysis covers the most relevant sections of the City's Comprehensive Plan ("Comprehensive Plan") but may not cover every section of the Comprehensive Plan that relates to the Plan.

As the Comprehensive Plan is updated in the future, this document will automatically incorporate those updates without the Plan having to be formally amended. If a substantial amendment is completed in the future, this section of the Plan should be updated at that point.

**The numbering of the policies within this section reflects the numbering that occurs in the original document.**

#### **1. Economics**

Goals:

It is the goal of the City of Scappoose to:

- 1) Maintain conditions favorable for a growing, healthy, stable and diversified business and industrial climate.
- 3) Provide the land and public facilities necessary to support economic development while allowing the free market economy to operate with an absolute minimum of restrictions.

Policies:

It is the policy of the City of Scappoose to:

- 2) Encourage the preservation, improvement and renewal of the existing business district of the City so that it will be allowed to play a role as a center of economic and civic activity for the entire community.
- 4) Encourage the expansion of employment opportunities within the urban area, so residents can work within their community.
- 6) Cooperate with other agencies, interest groups and businesses in efforts to develop strategies for improving the local economy.
- 14) Encourage design features on Highway 30 that reduce conflicts with traffic flow, as congestion and traffic hazards can only hinder local economic development.

#### **Findings:**

Economics: The infrastructure projects in the Plan including transportation, water, and wastewater projects will provide public facilities for existing businesses to flourish and encourage new business development. The Business and Property Owner Incentives are provided in the Plan to both assist existing businesses and to also encourage new economic growth in the Area.

#### **2. Public Services and Facilities Goals and Policies**

The relationship between growth and public services is often very direct. In the Scappoose city limits, a problem with sewer and water has prevented the intense development of certain lands, and thus has been a restraining influence on development. As growth and development continue, many public facilities and

services will need improvement and expansion: sewers, water, storm drainage, schools, police, fire, health services, parks and library services will all require some expenditures, with the first two being the immediate priorities. Thus, the City has adopted policies to start planning means of financing these larger expenditures.

**Goals:**

It is the goal of the City of Scappoose to:

- 1) Provide the public facilities and services which are necessary for the well being of the community and which help guide development into conformance with the Comprehensive Plan.
- 2) Direct public facilities and services, particularly water and sewer systems, into the urban growth area.
- 3) Ensure that the capacities and patterns of utilities and other facilities are adequate to support the residential densities and intensive land use patterns of the Comprehensive Plan.

**Policies:**

It is the policy of the City of Scappoose to:

- 1) Design urban facilities and services, particularly water and sewer systems, to eventually serve the designated urban growth area; also, ensure that services are provided to sufficient vacant property to meet anticipated growth needs; also, develop a design review process to insure that public services and facilities do not unreasonably degrade significant fish and wildlife habitats.
- 3) Implement the City of Scappoose Water Master Plan, prepared by Economics and Engineering Services, dated April 1997.
- 5) Ensure that capacities and patterns of utilities and other facilities are adequate to support the residential densities and land use patterns of the Comprehensive Plan.
- 7) Implement the City of Scappoose Wastewater Master Plan, prepared by KCM, Inc., dated June 1998.

**Findings:**

Public Services and Facilities: The infrastructure projects in the Plan including water and wastewater projects will provide public facilities for existing businesses to flourish and add capacity to the water and wastewater facilities to encourage new business development.

### **3. Transportation**

Goal 1: Health and Safety. It is the goal of the City of Scappoose to develop and support a transportation system that maintains and improves individual health and safety by maximizing pedestrian and bicycle transportation options, increasing public safety and service access, and enhancing safe and smooth connections between land uses and transportation modes.

**Policies:**

It is the policy of the City of Scappoose to:

- 1.1) Prioritize improvements at locations in the City where enhanced street crossings for walking and biking users are needed.
- 1.2) Work with ODOT to provide safe east-west access for pedestrian and bicyclists across US 30.
- 1.3) Work to implement improvements to address high collision locations, improve safety at railroad crossings, and improve safety for walking, biking, and driving in the City.
- 1.6) Identify and promote programs that encourage walking and bicycling, and that educate all users of the transportation system about good traffic behavior and consideration for other modes.

Goal 2: Transportation System Management. It is the goal of the City of Scappoose to emphasize effective and efficient management of the transportation system for all users.

Policies:

It is the policy of the City of Scappoose to:

- 2.5) Develop and maintain existing facilities to preserve their intended function and useful life in a way that supports mobility for all users, including those with special transportation needs.

Goal 3: Travel Choices. It is the goal of the City of Scappoose to develop and maintain a well-connected transportation system that offers convenient and available pedestrian, bicycle and transit trips.

Policies:

It is the policy of the City of Scappoose to:

- 3.1) Provide safe, comfortable and convenient transportation options by providing for all transportation modes.
- 3.2) Incorporate streetscape features in the transportation system such as street lighting, bike parking, and weather protection (e.g., bus shelters, covered bicycle parking) that better meet the needs and enhance the experience of the walking, biking and transit user.
- 3.3) Connect bikeways and pedestrian accessways to local and regional travel routes and community destinations.
- 3.8) Enhance way finding signage for those walking and biking, directing them to bus stops, trails, and key routes and destinations.

Goal 4: Economic Vitality. It is the goal of the City of Scappoose to support the development and revitalization efforts of the City, Region, and State economies and ensure the efficient movement of people and goods.

Policies:

It is the policy of the City of Scappoose to:

- 4.1) Provide transportation facilities that support existing and planned land uses.
- 4.4) Manage parking efficiently and ensure that it supports downtown business needs and promotes new development.
- 4.5) Enhance the vitality of the Scappoose downtown area by incorporating roadway design elements for all modes.
- 4.6) Provide for convenient parking and access to community destinations such as businesses and scenic/recreation areas.

Goal 5: Livability. It is the goal of the City of Scappoose to provide transportation solutions that support active transportation, facilitate access to daily needs and services, and enhance the livability of the City's neighborhoods and business community.

Policies:

It is the policy of the City of Scappoose to:

- 5.5) Incorporate streetscape amenities that reflect the City's unique character (e.g., street furnishings, landscaping)

Goal 6: Sustainable Transportation System. It is the goal of the City of Scappoose to provide a transportation system that meets the needs of present and future generations and is environmentally sustainable.

**Policies:**

It is the policy of the City of Scappoose to:

- 6.1) Plan and develop a network of streets, accessways, and other improvements, including bikeways, sidewalks, and safe street crossings to promote safe and convenient bicycle and pedestrian circulation within the community.

**Goal 7: Fiscal Responsibility.** It is the goal of the City of Scappoose to sustain an economically viable transportation system for existing and future users that protects and improves existing transportation assets while cost-effectively enhancing the total system.

**Policies:**

It is the policy of the City of Scappoose to:

- 7.1) Plan for an economically viable and cost-effective transportation system.
- 7.2) Identify and develop diverse and stable funding sources to implement recommended projects in a timely fashion and ensure sustained funding for transportation projects and maintenance.
- 7.5) Prioritize funding of projects that are most effective at meeting the goals and policies of the Transportation System Plan.

**Goal 8: Equitable Transportation System.** It is the goal of the City of Scappoose to provide a transportation system that is accessible to all users regardless of age, income, and health.

**Policies:**

It is the policy of the City of Scappoose to:

- 8.1) Develop and maintain a transportation system that supports a variety of travel options.
- 8.2) Ensure that the transportation system provides equitable access to underserved and vulnerable populations as well as users with a range of ages.
- 8.4) Ensure that the transportation system provides connections for all modes that meet applicable Americans with Disabilities Act (ADA) standards.

**Goal 9: Coordinate Transportation Planning.** It is the goal of the City of Scappoose to develop a transportation system that is consistent with the City's Comprehensive Plan and that is coordinated with County, State, and Regional plans.

**Policies:**

It is the policy of the City of Scappoose to:

- 9.3) Coordinate with the County and State agencies to ensure that improvements to County and State highways within the City benefit all modes of transportation.

**Findings:**

**Transportation:** The transportation infrastructure projects in the Plan will provide improved multi-modal transportation infrastructure for residents of Scappoose and visitors to Scappoose. The improved infrastructure will enhance access to existing businesses and encourage new business development. The enhanced streetscape will help provide safety for pedestrian travel, signage for bicyclists and improve the overall urban design of downtown Scappoose, encouraging economic vitality.

#### **4. Housing**

**Goals:**

It is the goal of the City of Scappoose to:

- 1) Provide opportunities for needed housing types including: attached and detached single-family housing, and multifamily housing for both owner and renter occupancy, government assisted housing, and manufactured dwelling parks.
- 2) Locate high-density multi-family dwellings in areas of the City with access to key transportation corridors and commercial centers and other services.

Policies:

It is the policy of the City of Scappoose to:

- 5) Permit multi-family dwellings which conform to the following general conditions and criteria:
  - C. Multi-family development should be encouraged in areas close to commercial centers and corridors.
- 7) Identify and plan for the infrastructure investments necessary to support development of housing as part of the capital improvement planning process.

**Findings:**

Housing: The infrastructure projects in the Plan including transportation, water, and wastewater projects will provide increased services to support existing housing and encourage the development of new housing in the Area. The Business and Property Owner Incentives are provided in the Plan to also encourage new economic growth in the Area, including housing development.

**B. LAND DEVELOPMENT CODE**

The land uses in the Plan Area will conform to the zoning designations in Title 17 of the Scappoose Municipal Code including maximum densities and building requirements and those are incorporated by reference herein. The following zoning districts (below) are present in the Area.

The development is expected to conform to the zoning requirements. As Title 17 is updated, this document will be updated by reference. If a substantial amendment is completed in the future, this section will be updated to match the current zoning designations.

**High Density Residential (A-1)**

The purpose of the A-1 zoning district is to provide for multiple-family residential units in moderate to high density residential developments.

**General Commercial (C)**

The purpose of the general commercial zone is to provide for a concentrated, central commercial, office and major retail goods and services area with opportunities for employment and business and professional services in close proximity to residential services and located adjacent to arterial or collector streets.

**Expanded Commercial (EC)**

The purpose of the EC zone is to provide areas:

- A. For combining light manufacturing, office, retail sales, and complementary related commercial uses;
- B. For combining uses which have no off-site impacts in terms of noise, odor, glare, lights, vibration, smoke, dust or other types of off-site impacts;
- C. For combining parking, landscaping and other design features which physically and visually link structures and uses within one development;
- D. Which utilize a basic street and utility pattern which will permit flexibility in the size of development sites and provide internal circulation which connect to adjoining sites; and
- E. Which provide for a circulation system that provides direct access to arterials or collectors that will not channel traffic through residential areas.

**Public Use Airport (PUA)**

The purpose of the public use airport zone is to encourage and support the continued operation and vitality of the Scappoose Industrial Airpark by allowing certain airport-related commercial, manufacturing and recreational uses in accordance with state law.



### **Light Industrial (LI)**

The purpose of the light industrial zone is to:

- A. Provide appropriate locations for industrial use including light manufacturing and related activities with few, if any, nuisance characteristics such as noise, glare and smoke;
- B. To permit manufacturing, processing, assembling, packaging or treatment of produce or products from previously prepared materials; and
- C. To provide a wide variety of sites with good highway or rail access.

### **Public Lands-Institutional (PI-I)**

The PL-I zone is intended to provide for the review and approval of the location and development of special uses that by reason of their public convenience, necessity and unusual character or effect on the neighborhood, may not be suitable for listing within other sections of this code. The PL-I zone is intended to provide a mechanism for the establishment of public facilities necessary to meet the demand for various types of public learning institutions, places of public assembly, and for public institutional facilities.

### **Public Lands Utility (PL-U)**

The PL-U zone is intended to provide for the review and approval of the location and development of special uses that by reason of their public convenience, necessity and unusual character or effect on the neighborhood, may not be suitable for listing within other sections of this code. The PL-U zone is intended to provide a mechanism for the establishment of public utility facilities.

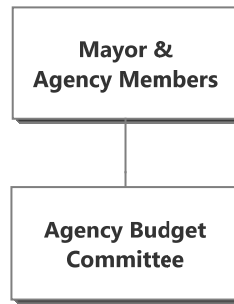
### **Public Lands-Recreation (PL-R)**

The PL-R zone is intended to provide for the review and approval of the location and development of special uses that by reason of their public convenience, necessity and unusual character or effect on the neighborhood, may not be suitable for listing within other sections of this code. The PL-R zone is intended to provide a mechanism for the establishment of various types of public recreation facilities.

## **XI. ANNUAL REPORT**

The Agency shall file an Annual Report in compliance with ORS 457.460.

## City Boards and Commissions



### Agency Members

In the 2021-2022 budget year the Agency members are: Mayor Scott Burge, Council President Megan Griesen, Councilor Joel Haugen, Councilor Brandon Lesowske, Councilor Peter McHugh, Councilor Tyler Miller and Councilor Josh Poling.

The Agency is composed of City Council members, which include the Mayor and six City Council Members elected from the City at large. At each biennial general election three Councilors shall be elected for a four-year term. The office of Mayor shall be elected each biennium for a two-year term. The Mayor shall be the Chair of the Council and preside over its deliberations. The Mayor shall have a vote on all questions that come before the council.

The City of Scappoose and Urban Renewal District have a City Manager form of government. The Council appoints an experienced local government professional as City Manager to administer the operations of the Urban Renewal Agency and to implement Council policies.

The Council is responsible for establishing goals and objectives, setting priorities, identifying problems and community needs, setting policies by adopting ordinances and resolutions and approving the Annual District Budget.

### Budget Committee

Meets in May in the Council Chambers.

In the 2021-2022 budget year the Agency Budget Committee members are: Scott Burge, Megan Greisen, Joel Haugen, Tyler Miller, Brandon Lesowske, Josh Poling, Peter McHugh, Ty Bailey, Rita Bernhard, Michelle Brown, Teresa Keller, Annette Pixley, Chris Vitron and Sandie Wiggs.

The Budget Committee consists of Agency Members and an equal number of citizens that are each appointed by the City Council to serve a three-year term.

The budget process usually begins in February, when Department heads submit their budget requests to the City Manager. The Finance Administrator then prepares the base budget, which provides for the minimum level to maintain services. In March, the City Manager works with staff to devise a proposed budget. When the

City Manager is ready to present the budget and the budget message a "Notice of Budget Meeting" is published in the paper. The Agency's Budget Committee is then assembled to review the proposed budget. When the committee is satisfied with the proposed budget, it is approved and forwarded to the Agency Members for final adoption.

## **Urban Renewal District Fund Structure and Description**

The District's accounts are organized on the basis of funds, each of which is considered a separate entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures.

General Fund, Enterprise Funds, Special Revenue Funds and Debt Service Funds use the modified accrual basis of budgeting and accounting. This means revenues are recognized when they become measurable and available. Expenditures are recognized when liabilities are incurred. Each fund's financial statements, which can be found in the District's Annual Financial Audit Report, are reported on a modified accrual basis.

**Urban Renewal General Fund** – The General Fund is the general operating fund of the Urban Renewal District. This fund reports all of the District's activities unless there is a compelling reason to report an activity in some other fund type.

Departments: Administration Department (98-980)  
Business & Property Owners Incentives Department (98-981)  
Transportation Department (98-982)  
Wastewater Improvement Department (98-983)  
Water Improvement Department (98-984)  
Non-Departmental (98-999)

## **Urban Renewal District Budget Process Overview**

### **Budget Preparation**

The municipal budget process is a challenging opportunity to allocate resources to meet community needs. It is through this annual effort that the budget becomes the single most important policy document produced by the District. Preparation of the budget begins in February, with projection of District reserves and revenues. At that time, Departments are asked to estimate expenditures for the remainder of the current year, and then submit a request for the coming year. The City Manager then meets with staff and others to review, revise, and propose a balanced budget for the upcoming fiscal year.

### **Budget Adoption**

The Budget Committee, composed of the Agency Members and an equal number of citizens, meets publicly to review the budget document as proposed by the City Manager. Public hearings are conducted to obtain public comment, and the District's Budget Committee reviews the proposed budget and either revises the proposed figures or approves them as presented.

The budget, as approved by the District's Budget Committee, is then published in the local newspaper in summary form, and the full document is made available for public inspection at City Hall. Prior to June 30, an

advertised public hearing is held before the Agency Members to consider the proposed budget as approved by the District's Budget Committee. The Agency Members then discuss any remaining budgetary issues and formally adopts the budget by passage of a resolution.

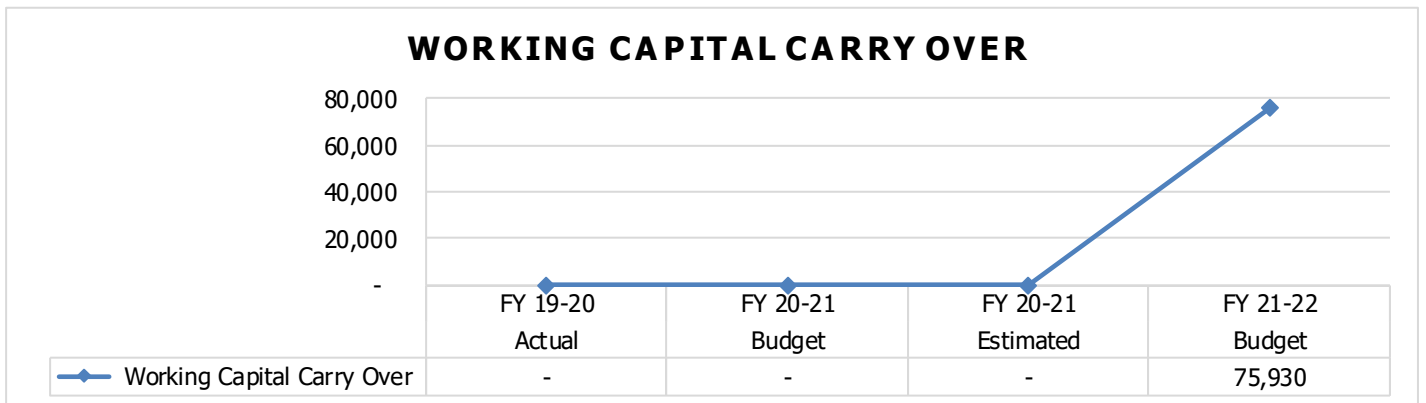
### Budget Changes After Adoption

After July 1, when local government is operating within the adopted budget for the current fiscal year, changes in appropriated expenditures are sometimes necessary. Appropriations may have to be decreased or increased. By transferring appropriations, a governing body usually has enough flexibility to carry out the programs prescribed in an adopted budget. There will be times, however, when the adopted budget gives no authority to make certain expenditures or when revenues are received for which the governing body had not anticipated. In these cases, it is possible to use a Supplemental Budget to authorize expenditures or spend additional revenues in a current fiscal year. The Agency Members may adopt a Supplemental Budget at a regular public meeting if the expenditures are less than 10% of the Fund being adjusted. If the expenditures are more than 10% of the Fund, then the Agency Members must publish the proposed action and hold a public hearing.

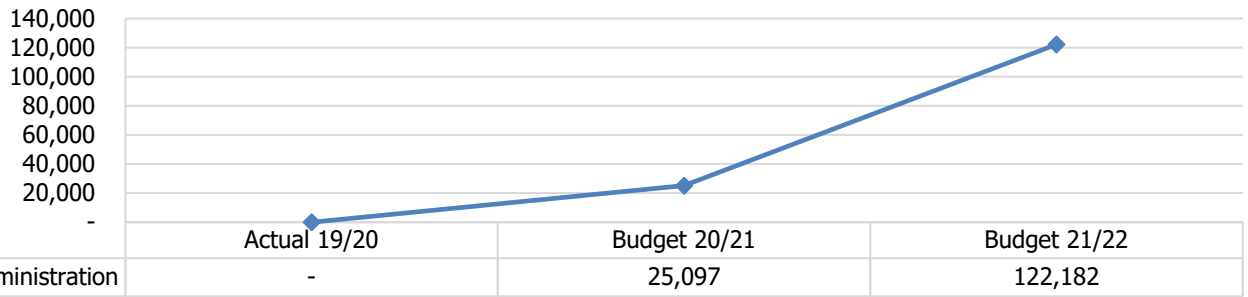
### Annual Audit

Oregon Local Budget Law requires cities to have financial records audited annually by a certified independent government auditor. Steve Tuchscherer, CPA, of Umpqua Valley Financial, is our current Auditor. The Budget Document and financial statements of the Agency are prepared in accordance with generally accepted government accounting principles.

<b>URBAN RENEWAL DISTRICT-WIDE FINANCIAL OVERVIEW</b>					
		<b>ADOPTED 2020-21</b>	<b>ESTIMATED 2020-21</b>	<b>PROPOSED 2021-22</b>	<b>PROPOSED vs. ADOPTED</b>
<b>RESOURCES</b>					
	Beginning Fund Balances	-	-	75,930	100.00%
	Property taxes	24,597	90,000	122,082	396.33%
	Interest	500	100	100	-80.00%
	Intergovernmental revenue				0.00%
	Loan proceeds				0.00%
	Miscellaneous				0.00%
	Current Revenue	25,097	90,100	122,182	386.84%
	Transfers	-	-	-	0.00%
<b>TOTAL RESOURCES</b>		<b>25,097</b>	<b>90,100</b>	<b>198,112</b>	<b>689.39%</b>
<b>REQUIREMENTS</b>					
	Administration	16,609	9,170	37,409	125.23%
	Business & property owner incentives	-	-	37,818	100.00%
	Transportation	-	-	-	0.00%
	Wastewater improvements	-	-	-	0.00%
	Water improvements	-	-	-	0.00%
	Operating Budget	16,609	9,170	75,227	352.93%
	Debt Service	-	-	-	0.00%
	Total Expenditures	16,609	9,170	75,227	352.93%
	Transfers	5,000	5,000	16,536	230.72%
	Contingencies	3,488	-	106,349	2949.00%
<b>TOTAL APPROPRIATIONS</b>		<b>25,097</b>	<b>14,170</b>	<b>198,112</b>	<b>689.39%</b>
<b>TOTAL BUDGET</b>		<b>25,097</b>	<b>14,170</b>	<b>198,112</b>	<b>689.39%</b>



### URBAN RENEWAL AGENCY REVENUE HISTORY



### Where Does the Property Tax Money Go?

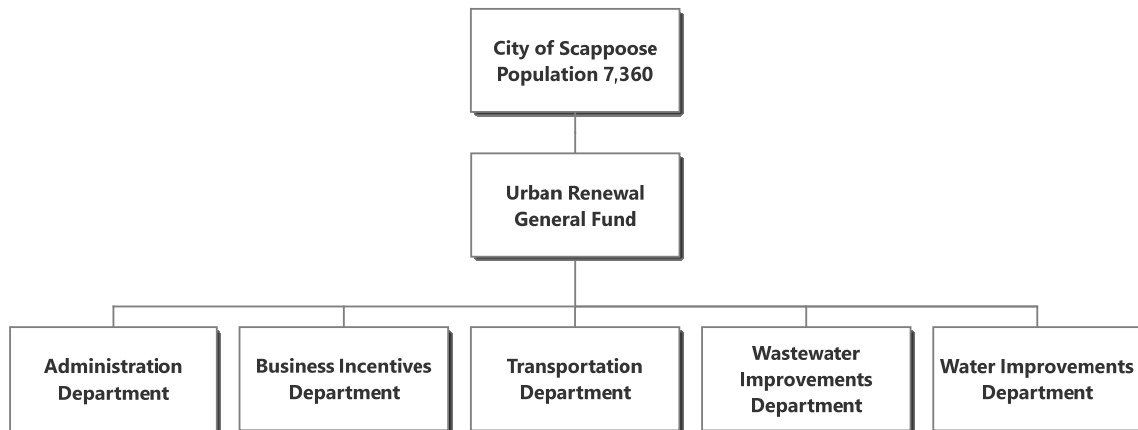


Administration, 41%

Business Incentives, 41%

Transfers, 18%

## URBAN RENEWAL DISTRICT GENERAL FUND 98



### **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.

### **BUDGET NOTES:**

#### **Revenue**

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 first 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 \$122,082. 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 \$100. 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 \$122,182.

#### **Expenditures**

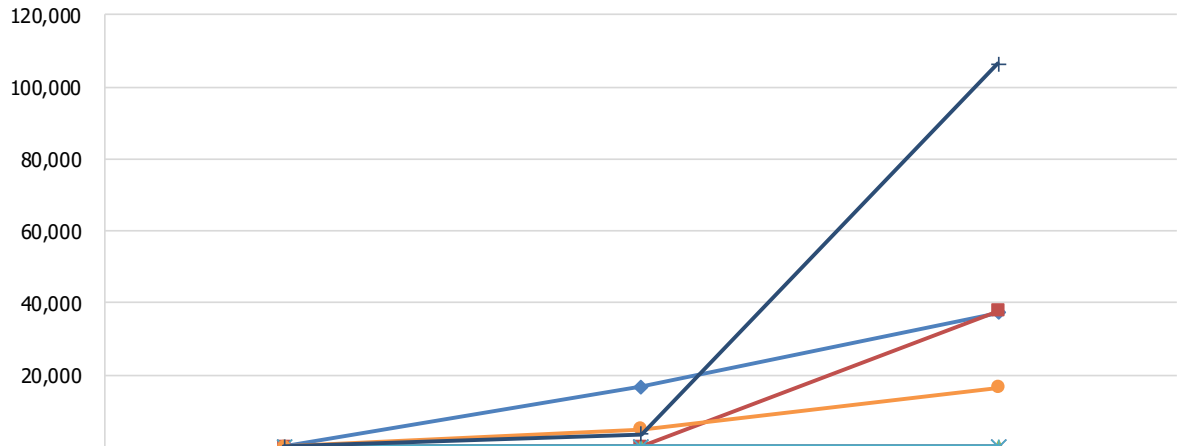
Within the General Fund, the District expects to expend \$91,763. These expenditures are budgeted into the following departments: Administration \$37,409, Business & Property Owners Incentives \$37,818, Transfers \$16,536 and Contingency \$106,349.

<b>Urban Renewal District General Fund 98</b>							
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>Resources</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 20-21</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
Working capital carryover	-	-		-	75,930	75,930	75,930
Current year resources							
Property taxes			24,597	90,000	122,082	122,082	122,082
Interest			500	100	100	100	100
Intergovernmental revenue							
Loan proceeds							
Miscellaneous							
Transfers							
<b>Total current year resources</b>	-	-	25,097	90,100	122,182	122,182	122,182
<b>Total resources</b>	-	-	25,097	90,100	198,112	198,112	198,112
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>Expenditures</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 20-21</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
Administration	-	-	16,609	9,170	37,409	37,409	37,409
Business & property owner incentives	-	-	-	-	37,818	37,818	37,818
Transportation	-	-	-	-	-	-	-
Wastewater improvements	-	-	-	-	-	-	-
Water improvements	-	-	-	-	-	-	-
Non departmental transfers	-	-	5,000	5,000	16,536	16,536	16,536
Contingency			3,488		106,349	106,349	106,349
<b>Total expenditures</b>	-	-	25,097	14,170	198,112	198,112	198,112
<b>Other requirements</b>							
Unappropriated ending fund balance	-	-	-	-	-	-	-
<b>Total other requirements</b>	-	-	-	-	-	-	-
<b>Ending available working capital</b>	-	-	-	<b>75,930</b>	-	-	-

<b>URA General Fund Revenue Line Item Detail</b>		<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Account</b>	<b>Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 20-21</b>	<b>FY 21-22</b>
98-000-001	Tax Increment Revenue	-	-	24,597	90,000	122,082
98-000-002	Delinquent Tax Increment Revenue	-	-	-	-	-
98-000-003	Interest Earned	-	-	500	100	100
98-000-100	Miscellaneous	-	-	-	-	-
98-000-150	Intergovernmental Revenue	-	-	-	-	-
	<b>Total URA General Fund Revenue</b>	-	-	<b>25,097</b>	<b>90,100</b>	<b>122,182</b>



**URBAN RENEWAL DISTRICT EXPENDITURE HISTORY**



	Actual 19/20	Budget 20/21	Budget 21/22
Administration Department	-	16,609	37,409
Business Owners Incentives	-	-	37,818
Transportation Department	-	-	-
Wastewater Improvements	-	-	-
Water improvements	-	-	-
Non Departmental	-	5,000	16,536
Contingency	-	3,488	106,349

## URBAN RENEWAL DISTRICT ADMINISTRATION DEPARTMENT

**PURPOSE:**

The Administration Department of the Urban Renewal District is staffed by the City of Scappoose, including the City Manager and support staff, via an Intergovernmental Agreement. The responsibilities of the Department include, but are not limited to, day-to-day management of the District, managing contracts, projects and grants, responding to citizen inquiries and complaints, working with other governmental entities, staffing District meetings and ensuring that the goals identified in the Urban Renewal Plan are met over the duration of the District.

**VISION FOR THE YEAR:**

To ensure the Urban Renewal District operates efficiently and in accordance with applicable City, State, and Federal laws.

**COMPLIANCE WITH PLAN GOALS:**

Efficient administration of the Urban Renewal District supports the District and all goals identified in the Plan to:

- Improve transportation, water, wastewater, and stormwater infrastructure to support job growth.
- 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.
- Encourage redevelopment and infill in the town center.
- Support the growth and retention of local businesses.

<b>URA Administration</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Contract Administration												
Budget Preparation												
Audit												
General Administration												

**BUDGET NOTES:**

<b>Urban Renewal District Administration Department</b>	<b>Actual FY 18-19</b>	<b>Actual FY 19-20</b>	<b>Budget FY 20-21</b>	<b>Estimated FY 20-21</b>	<b>Proposed Budget FY 21-22</b>	<b>Approved Budget FY 21-22</b>	<b>Adopted Budget FY 21-22</b>
<b>Expenditures</b>							
<b>Administration</b>							
Personnel services							
Materials & services			16,609	9,170	37,409	37,409	37,409
Capital outlay							
Debt service							
Transfers							
<b>Total expenditures</b>	-	-	16,609	9,170	37,409	37,409	37,409

<b>Account</b>	<b>Description</b>	<b>Actual FY 18-19</b>	<b>Actual FY 19-20</b>	<b>Budget FY 20-21</b>	<b>Estimated FY 20-21</b>	<b>Budget FY 21-22</b>
98-980-230	Contractual/Professional			16,609	9,170	37,409
98-980-234	Miscellaneous					
98-980-242	Dues/Fees/Subscriptions					
98-980-244	Publications/Notices/Adverti					
	<b>Total Materials &amp; Services</b>	-	-	<b>16,609</b>	<b>9,170</b>	<b>37,409</b>
	<b>Total Expenditures</b>	-	-	<b>16,609</b>	<b>9,170</b>	<b>37,409</b>

## URBAN RENEWAL DISTRICT BUSINESS INCENTIVES

**PURPOSE:**

The Business Incentives identified for funding in the Urban Renewal Plan will support businesses by offering a mixture of grants and loans for storefront improvements. This will support the growth and retention of local businesses, encourage infill in the town center and promote the emergence of a vibrant town center.

**VISION FOR THE YEAR:**

To develop a program to distribute a mix of loans and grants to the local business community for storefront improvements.

**COMPLIANCE WITH PLAN GOALS:**

By ensuring that Business Incentives are available, the following goals identified in the Plan are being supported:

- 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.
- Encourage redevelopment and infill in the town center.
- Support the growth and retention of local businesses.

URA Business Incentives	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Storefront Grants/Loans												

**BUDGET NOTES:**

Urban Renewal District					Proposed	Approved	Adopted
Business Owners Incentives	Actual	Actual	Budget	Estimated	Budget	Budget	Budget
Expenditures	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 21-22	FY 21-22
<b>Business &amp; Property Owners Incentives</b>							
Personnel services							
Materials & services					37,818	37,818	37,818
Capital outlay							
Debt service							
Transfers							
<b>Total expenditures</b>	-	-	-	-	37,818	37,818	37,818

URA Business Incentives		Actual	Actual	Budget	Estimated	Budget
Account	Description	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 21-22
98-981-230	Contractual/Professional					
98-981-234	Miscellaneous					10,000
98-981-242	Dues/Fees/Subscriptions					500
98-981-244	Publications/Notices/Advertise					
98-981-255	Grants or Loans					27,318
	<b>Total Materials &amp; Services</b>	-	-	-	-	<b>37,818</b>
98-981-310	Infrastructure Upgrades					
	<b>Total Capital Outlay</b>	-	-	-	-	-
	<b>Total Expenditures</b>	-	-	-	-	<b>37,818</b>

## URBAN RENEWAL DISTRICT TRANSPORTATION DEPARTMENT

**PURPOSE:**

The Transportation Projects identified in the Plan include bike route improvements, sidewalks, trails transportation studies, parking projects and enhanced streetscapes. These proposed improvements will increase pedestrian connectivity through out the Urban Renewal Area helping to create a vibrant town center and supporting local businesses through increased foot traffic.

**VISION FOR THE YEAR:**

To ensure that the Transportation Projects identified in the Plan are completed. Funds are not yet available in FY 2021-2022 for Transportation Projects.

**COMPLIANCE WITH PLAN GOALS:**

- Improve transportation, water, wastewater, and stormwater infrastructure to support job growth.
- 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.
- Support the growth and retention of local businesses.

<b>URA Transportation</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
*Funding not yet available for Transportation projects												

**BUDGET NOTES:**

<b>Urban Renewal District Transportation Department Expenditures</b>	<b>Actual FY 18-19</b>	<b>Actual FY 19-20</b>	<b>Budget FY 20-21</b>	<b>Estimated FY 20-21</b>	<b>Proposed Budget FY 21-22</b>	<b>Approved Budget FY 21-22</b>	<b>Adopted Budget FY 21-22</b>
<b>Transportation</b>							
Personnel services							
Materials & services							
Capital outlay							
Debt service							
Transfers							
<b>Total expenditures</b>	-	-	-	-	-	-	-

**Transportation Project in the Area**-project costs will be updated as projects are funded.

<b>Project Category</b>	<b>Project Title</b>	<b>Project Description</b>	<b>Project Cost</b>
Complete sidewalks	SW Maple St.	Complete sidewalk system between US 30 and SW 4th Street	425,780
Complete sidewalks	SW 1st St.	SW Maple Street. to J.P. West Road	408,748
Complete sidewalks	E.M. Watts Rd.	Complete sidewalk system between US 30 and SW 4th Street	289,530
Complete sidewalks	JP West Rd.	Complete sidewalk system between SW 4th Street. and US 30 (north side)	124,895
Complete sidewalks	SW 4th St.	E.M. Watts Road to J.P. West Road	953,746
Complete sidewalks	E.J. Smith Rd.	NW 1st Street to Bella Vista Drive	2,117,543
Complete sidewalks	3rd Street	Elm Street to Columbia Avenue	1,055,933
Complete sidewalks	SE Maple St.	Complete sidewalk system between US 30 and SE 4th Street	692,601
Intersections & Connectivity	SW 1st St. /J.P. West Rd.	Extend southeast curb to better align east and west intersection approaches and provide shorter pedestrian crossing.	22,708
Transportation Studies	W. Columbia Ave.	Study to determine feasibility of converting W. Columbia Avenue to two-way traffic, including signal modification at US 30/Columbia Avenue	56,771
Bike Route Improvements	E.M. Watts Rd.	US 30 to Eggleston Lane/Key Road	1,640,670
Bike Route Improvements	West side of Scappoose	Sign bike route on west side of US 30 between Columbia Avenue and E.M. Watts (cross US 30 as pedestrian at Columbia Avenue) and between E.M. Watts and Old Portland Road. via SW 4th Street	204,374
Bike Route Improvements	West Lane Rd.	E. Columbia Avenue to Crown Zellerbach Road	17,031

Source: Scappoose Transportation Systems Plan

# URBAN RENEWAL DISTRICT WASTEWATER IMPROVEMENTS

## PURPOSE:

The Wastewater Improvement projects identified in the Plan include upgrades to the City’s Wastewater Treatment Plant such as UV Disinfection, Hydraulic Improvements, a Secondary Clarifier and RAS/WAS Pumping Upgrades, Aerobic Digester life safety improvements, Headworks and Influent Pump Station, Operational Improvements, UV Disinfection, Effluent Pump Station and an Aerobic Digester. Additionally, the Plan identifies funds to make loan payments to DEQ for work already completed by the City on the Wastewater Treatment Plant.

## VISION FOR THE YEAR:

To ensure that the Wastewater Improvement projects are completed as outlined by the Plan and that funds are available to make loan payments to DEQ for work already completed by the City. Funds are not yet available in FY 2021-2022 for Wastewater Improvement Projects.

## COMPLIANCE WITH PLAN GOALS:

By ensuring that the Wastewater Improvement projects are completed as outlined by the Plan and that funds are available for making DEQ loan payments, the following goals are being supported:

- Improve transportation, water, wastewater, and stormwater infrastructure to support job growth.
- Support the growth and retention of local businesses.

<b>URA Wastewater Improvements</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
*Funding is not yet available for Wastewater Improvement Projects												

## BUDGET NOTES:

<b>Urban Renewal District</b>					<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>Wastewater Improvements</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditures</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Wastewater Improvements</b>							
Personnel services							
Materials & services							
Capital outlay							
Debt service							
Transfers							
	-	-	-	-	-	-	-

**Wastewater Capital Improvement Plan Projects-** project costs will be updated as projects are funded.

Project Title	Project Description	Project Cost	Project Source
UV Disinfection	Replacement of existing UV banks with newer technology UV system (Trojan 3000Plus).	616,600	Wastewater Master Plan - Phase 1 Improvements
Hydraulic Improvements	Rebuilding secondary splitter structure.	519,700	Wastewater Master Plan - Phase 1 Improvements
Secondary Clarifier and RAS/WAS Pumping Upgrades	Addition of third 50-foot secondary clarifier, update existing clarifier wiring, and expand RAS/WAS pumping.	4,590,100	Wastewater Master Plan - Phase 1 Improvements
Aerobic Digester Life Safety Improvements	Replace damaged coarse bubble diffusers, replace two blowers, sludge pump, sludge flow meter, fix hand rails.	432,600	Wastewater Master Plan - Phase 1 Improvements
Headworks and Influent Pump Station	New two fine screens with passive bypass channel and submersible influent pump station.	5,504,400	Wastewater Master Plan - Phase 2 Improvements
Operational Improvements	SCADA integration and new lan.	1,700,000	Wastewater Master Plan - Phase 2 Improvements
UV Disinfection	Addition of second channel and equipment	1,685,900	Wastewater Master Plan - Phase 3 Improvements
Effluent Pump Station	Replacement of pumps, modification of skylights, addition of flow meter, electrical improvements.	536,600	Wastewater Master Plan - Phase 3 Improvements
Aerobic Digester	New aerobic digester to achieve Class B biosolids	2,486,900	Wastewater Master Plan - Phase 4 Improvements

Source: City of Scappoose Wastewater Capital Improvement Plan

## URBAN RENEWAL DISTRICT WATER IMPROVEMENTS

**PURPOSE:**

The Water Improvement Projects identified in the Plan include those pertaining to drinking water treatment and supply, specifically rehabilitation and seismic upgrades to the Miller Road Treatment Plant and the addition of several wells, and water distribution by constructing a new water main north of Bird Road to connect Skyway Dr. to provide looping for Airport related development.

**VISION:**

To ensure that the Water Improvement Projects are completed as outlined by the Plan. Funds are not yet available in FY 2021-2022 for Water Improvement Projects.

**COMPLIANCE WITH PLAN GOALS:**

By ensuring that the Water Improvement projects are completed as outlined by the Plan, the following goals are being supported:

- Improve transportation, water, wastewater, and stormwater infrastructure to support job growth.
- Support the growth and retention of local businesses

URA Water Improvement Projects	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
*Funding not yet available for Water Improvement Projects												

**BUDGET NOTES:**

Urban Renewal District Water Improvements	Actual FY 18-19	Actual FY 19-20	Budget FY 20-21	Estimated FY 20-21	Proposed Budget FY 21-22	Approved Budget FY 21-22	Adopted Budget FY 21-22
<b>Expenditures</b>							
<b>Water Improvements</b>							
Personnel services							
Materials & services							
Capital outlay							
Debt service							
Transfers							
<b>Total expenditures</b>	-	-	-	-	-	-	-

**Water Capital Improvement Plan Projects in the Area-** project costs will be updated as projects are funded.

Project Number	Project Title	Project Description	Project Cost
T-01	Miller Road Water Treatment Plant	Miller Road R&R: life safety, rehab, and seismic upgrades to existing Miller Road WTP facilities.	650,000
S-04	Miller Park	Miller Road Well #5: Develop a new well in the vicinity of the City’s existing Miller Road Treatment Plant. The new well is assumed to be located within the Miller Park.	2,100,000
S-05	TBD, near Miller Road WTP	Miller Road Well #6: Develop a new well in the vicinity of the City’s existing Miller Road Treatment Plant. The location of the new well has not been identified.	2,100,000
D-06	Airport Annex North of Bird Road	Construct a 12-inch main north of Bird Road to connect Skyway Drive to provide looping for the E. Airport development.	610,000

Source: Scappoose Water Capital Improvement Plan



## URBAN RENEWAL NON-DEPARTMENTAL

**PURPOSE:**

The fund contains transfers out and contingency.

**VISION FOR THE YEAR:**

To ensure the Urban Renewal District operates efficiently and in accordance with applicable City, State, and Federal laws.

**BUDGET NOTES:**

There will be a transfer to the General Fund for the administration fee for overseeing the District. The contingency line item has been budgeted at \$16,536.

Urban Renewal District Non Departmental Department Expenditures	Actual FY 18-19	Actual FY 19-20	Budget FY 20-21	Estimated FY 20-21	Proposed Budget FY 21-22	Approved Budget FY 21-22	Adopted Budget FY 21-22
Non Departmental Transfers			5,000	5,000	16,536	16,536	16,536
<b>Total expenditures</b>	-	-	5,000	5,000	16,536	16,536	16,536

URA Non Departmental Line Item Detail		Actual	Actual	Budget	Estimated	Budget
Account	Description	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 21-22
98-999-400	Transfer to General Fund	-	-	5,000	5,000	16,536
	<b>Total Transfers</b>	-	-	<b>5,000</b>	<b>5,000</b>	<b>16,536</b>
98-999-600	Contingency			3,488		106,349
98-999-900	Unappropriated Ending Fund					
	<b>Total Expenditures</b>	-	-	<b>8,488</b>	<b>5,000</b>	<b>122,885</b>
	<b>Total General Fund</b>	-	-	<b>25,097</b>	<b>14,170</b>	<b>198,112</b>

<b>City of Scappoose</b>			
<b>Fiscal Year 2021-2022</b>			
<b>Fund Transfers</b>			
	<b>Transfers in</b>		<b>Transfers out</b>
URA General Fund	\$		\$ 16,536
General Fund		16,536	-
	\$	16,536	\$ 16,536

## Glossary

**Adopted Budget-** Proposed budget amended and approved by the Budget Committee becomes the adopted budget after Agency Members takes action on it. The adopted budget becomes effective July 1 and includes all Council adopted changes through the year.

**Agency-** Scappoose Urban Renewal Agency members. This Agency is responsible for administration of the urban renewal plan.

**Amortization-** (1) The portion of the cost of a limited-life or intangible asset charged as an expense during a particular period. (2) The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

**Appropriations-** Legal authorization granted by the Agency Members to spend public funds.

**Approved Budget-** The approved budget is that budget recommended by the Agency Budget Committee and is reviewed by the Agency Members prior to adoption.

**Annexation-** The incorporation of land into an existing city with a resulting change in the boundaries of that city.

**Assessed Value-** The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.

**Assets-** Resources having a monetary value and that are owned or held by an entity.

**Audit-** Conducted by an independent Certified Public Accounting (CPA) Firm, the primary objective of an audit is to determine if the District's Financial Statements present the District's financial position fairly and results of operations are in conformity with generally accepted accounting principles.

**Balanced Budget-** A budget in which planned expenditures do not exceed projected funds available.

**Balanced Sheet-** A financial statement reporting the organization's assets, liabilities, and equity activities.

**Basis of Accounting-** A term used to refer to when revenues, expenditures, expenses, and transfers – and the related assets and liabilities – are recognized in the accounts and reported in the financial statements.

**Beginning Working Capital-** The beginning working capital is the residual non-restricted funds brought forward from the previous financial year (ending balance).

**Blight-** Is defined in ORS 457.010(1)(A-E) and identified in the ordinance adopting the urban renewal plan.

**Bond-** A written promise to pay a sum of money, called principle or face value at a future date, called the maturity date, along with periodic interest paid at a specified percentage of principle (interest rate). Bonds are typically used to finance long-term capital improvements.

**Budget-** Written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the upcoming year.

**Budget Calendar-** The schedule of key dates, which government follows in the presentation and adoption of the budget.

**Budget Committee-** - A committee required by Oregon Local Budget Law (ORS 294.305). The committee consists of a panel of citizens consisting of the Agency members and equal number of lay members responsible for reviewing the proposed budget, taking public comment and approving the budget.

**Budget Document-** The compilation of the spending plans for the various funds, along with supporting schedules, tables and charts which, in total, comprises the annual revenue and expenditure plan.

**Budget Message-** A written explanation of the budget and the District's financial priorities presented to the Agency Budget Committee by the City Manager, which is required by Oregon Local Budget Law, ORS 294.

**Budget Officer-** Person responsible for the budget document. For the Renewal District of the City of Scappoose, the City Manager serves this role. This designation is required by Oregon Local Budget Law (ORS 294.305).

**Budget Phases-** The following are the four major phases of the budget process. Each phase corresponds with a different step of the budget process.

Requested: The amount requested by the Department Heads and submitted to the Budget Officer at the start of the budget process.

Proposed: The Budget Officer prepares or supervises the preparation of a proposed budget to present to the budget committee.

Approved: The approved budget is the budget recommended by the Agency's Budget Committee and is reviewed by the Agency Members prior to adoption.

Adopted Budget: The budget as finally adopted by the Agency Members and represents the financial plan of the District.

**Budget Resolution-** The budget is adopted each year by the Agency Members through passage of a resolution. This budget resolution is the guiding document for compliance with budget law and for any necessary adjustments during the fiscal year.

**Budgetary Basis-** Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP); with the following exception that neither depreciation nor amortization is budgeted for in the proprietary funds and bond principal in the enterprise funds is subject to appropriation.

**Capital Improvement-** Project Expenditures, which result in the acquisition of land, improvements to existing facilities, and construction of streets, sewer, storm drains, and other public facilities.

**Capital Lease-** Lease of a capital asset. The lease may or may not result in the District's ownership of the item at the end of the lease term.

**Capital Outlay-** Items which generally have useful life of one or more years, such as machinery, land, furniture, equipment or building.

**Capital Projects-** An object classification which includes major capital improvement projects generally related to Streets, Water, Wastewater, Storm Water systems, and facilities.

**Cash Basis-** A basis of accounting under which transactions are recognized only when cash is received or disbursed.

**City-** The City of Scappoose.

**City Council or Council-** Means the Scappoose City Council.

**COLA-** Cost of living. A COLA increases all salaries at all classes and steps by the same percentage.

**Comprehensive Plan-** Means the City of Scappoose Comprehensive Plan and its implementing ordinances, policies, and standards.

**Contingency-** An amount appropriated in anticipation that some operating expenditures will become necessary which cannot be foreseen and planned in the budget.

**Contracted Services-** Services rendered to District activities by private firms, individuals or other government agencies. An example of these services includes engineering, special trades and District attorney services.

**County-** Columbia County, Oregon.

**Debt-** An obligation resulting from the borrowing of money or from the purchase of goods and services.

**Debt Service-** The payment of general long-term debt, consisting of principle and interest payments.

**Delinquent Taxes-** Taxes remaining unpaid on or after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived, and a portion of the taxes may be abated or cancelled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

**Department-** A major unit of the District which has been assigned overall management responsibility for an operation or a group of related operations which a functional area.

**Depreciation-** Expiration in the service life of capital assets attributed to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

**Employee Benefits-** Contributions made by a government to meet commitments or obligations for employee-related expenses. Included is the government's share of costs for social security and the various pensions, workers compensation, medical and life insurance plans.

**Ending Balance-** The residual non-restricted funds that are spendable or available for appropriation at the end of the fiscal year.

**Expenditures-** The outflow of funds paid for an asset obtained (Requirements) or goods and services obtained regardless of when the expense is actually paid. The term applies to all funds.

**Fees-** Charges for specific services levied by local government in connection with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include business and non-business licenses, fines, and user charges.

**Fiscal Management-** A government's directive with respect to revenues, spending, reserves, and debt management as they relate to governmental services, programs, and capital investments. Financial policy provides an agreed upon set of principles for the planning and programming of governmental budgets and its funding.

**Fiscal Year-** A twelve-month period designated as the operating year for accounting and budgeting process in an organization. The Urban Renewal District's fiscal year is July 1 through June 30.

**Fixed Assets-** Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include buildings, equipment, improvements other than buildings and land.

**Frozen base-** The total assessed value including all real, personal, manufactured, and utility values within an urban renewal area at the time of adoption. The county assessor certifies the assessed value after the adoption of an urban renewal plan.

**FTE-** An abbreviation for Full-Time equivalent employees. Staffing levels are measured in FTE to give consistent comparisons from year to year. A regular full-time employee is 1.0 FTE.

**Fund-** A fiscal and accounting entity, segregating resources for the purpose of carrying on specific activities in accordance with legal restrictions.

**Fund Balance-** The excess of a fund's total assets over its total liabilities. A negative fund balance is often referred to as deficit.

**Funding-** Provides budgetary resources to cover the total cost of a program or project at the time it is undertaken.

**GASB-** (Governmental Accounting Standards Board) It is the highest source of accounting and financial reporting guidance for state and local governments.

**General Fund-** Primary operating fund of the District. It exists to account for the resources devoted to finance the services traditionally associated with local government.

**Generally Accepted Accounting Principles (GAAP)-** Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures.

**GIS-** Geographic Information Services.

**GFOA-** Government Finance Officer Association.

**GOAL-** A statement of direction, purpose or intent, based on the needs of the community, generally to be completed in a specified amount of time.

**Governmental Fund Types-** Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities – except those accounted for in proprietary funds and fiduciary funds.

**Grants-** Contributions of cash or other assets from another governmental agency to be used or expended for a specific purpose.

**Increment-** The part of the assessed value of a taxing district attributable to any increase in the assessed value of the property located in an urban renewal area, or portion thereof, over the assessed value specified in the certified statement.

**Infrastructure-** Public domain capital assets such as roads, bridges, streets, sidewalks and similar assets that are immovable.

**Interfund Transfers-** Amounts distributed from one fund to finance activities in another fund. Shown as expenditure in the originating fund and revenue in the receiving fund.

**Intergovernmental Revenues-** Revenues from other governments in the form of loans, grants, entitlements, shared revenues or payments in lieu of taxes.

**Internal Service Fund Transfer-** An internal service fund is a fund used in governmental accounting to track goods or services shifted between departments on a cost reimbursement basis. This type of fund is used to identify the cost of providing certain goods and services. The Renewal District uses this to transfer money from each fund to cover expenses that would be spread out amongst all departments.

**Levy-** Gross amount of property taxes imposed on taxable property. The net amount received by a government will be less than the gross levy as a result of delinquent or uncollectable payments or early payment discounts. Budgets are developed on the basis of the projected amount of property taxes received.

**Local Budget Law-** Oregon Revised Statutes (ORS) dictates local budget practices. ORS Chapter 294 contains Local Budget Law provisions.

**Local Government-** Any city, county, port, renewal agency, school district, special district, public or quasi-public corporation.

**Materials and Services-** An object classification which includes contractual and other services, materials and supplies, and other charges.

**Maximum Indebtedness-** The amount of the principal of indebtedness included in a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

**Miscellaneous Revenue-** Includes all revenues not specified such as title fees, copies, tow fees, park reservations, police records, etc.

**Mission-** Defines the primary purpose of the District.

**Municipal Corporation-** A political and corporate body established pursuant to state statutes to provide government services and regulations for its inhabitants.

**Net Assets-** The equity associated with General Governmental less liabilities.

**Non-Operating Budget-** Part of the budget composed of the following items: Interfund transfers, reserves, contingencies, capital projects, and debt service payments.

**Objective-** A target to be accomplished in specific, well-defined and measurable terms, and that is achievable within a specific time frame.

**ODOT-** Refers to the Oregon Department of Transportation.

**Operating Budget-** Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

**Operating Revenue-** Funds that the governmental receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings and grant revenues. Operating revenues are used to pay for day-to-day services.

**Ordinance-** A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or a constitutional provision, it represents the full force and effect of the law within the boundaries of the municipality to which it applies.

**ORS-** Oregon Revised Statutes, laws of the State of Oregon.

**Outstanding Debt-** The balances due at any given time resulting from the borrowing of money or from the purchase of goods and services.

**Personnel Services-** The object classification for costs associated with employees, including salaries, overtime and fringe benefit costs.

**Plan-** The Scappoose Urban Renewal Plan.

**Plan Area-** The properties and rights-of-way located within the Scappoose Urban Renewal Boundary.

**Planning Commission-** The Scappoose Planning Commission.

**Program-** A group of related activities to accomplish a major service or function for which the District is responsible.

**Projection-** A forecast of the revenue or expenditure as appropriated, to be recognized during the current fiscal period.

**Property Tax-** Based according to assessed value of property and is used as the source of monies to support various funds.

**Proposed Budget-** Combines the operating, non-operating, and reserve estimates prepared by the City Manager, then presented to the community and the District Budget Committee for their review, approval, and recommendation to Agency Members.

**Real Market Value-** The estimated value of property if sold.



**Requested Budget-** The amount requested by the Department Heads and submitted to the City Manager at the start of the budget process.

**Requirements-** Total expenditures and unappropriated fund balance.

**Resolution-** A formal order of a governing body; lower legal status than an ordinance.

**Resources-** Total funds available which include the estimated balances on hand at the beginning of the fiscal year plus all revenues anticipated being collected during the year.

**Restricted Revenue-** Financial resources that are subject to some level of restriction based on statutory, legislative or council action.

**Revenue-** Monies received during the year to finance District services, such as property taxes, franchise fees, license and fees, charges for services, revenue from other governmental agencies, fines and forfeitures, and transfers.

**Revenue Sharing-** The sharing tax increment proceeds as defined in ORS 457.470.

**Special Assessments-** A way to finance a local improvement which allows property owners to pay the District back over time. Special Assessments may be bonded through a special bond or financed internally by the District.

**Supplemental Budget-** Appropriations established to meet the needs not anticipated at the time the budget was proposed.

**Taxes-** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

**Tax Base-** Oregon law allows cities within the State, with voter approval, to establish a dollar amount of property tax that may be levied on property within the city. Once established, a tax base may be increased by 6% each year without further voter approval. Any increase beyond the statutory 6% limit must be approved by voters.

**Tax increment financing (TIF)-** The funds that are associated with the division of taxes accomplished through the adoption of an urban renewal plan.

**Tax increment revenues-** The funds allocated by the assessor to an urban renewal area due to increases in assessed value over the frozen base within the area.

**Tax Levy-** The total amount of property taxes needed by the District to meet requirements.

**Tax Rate-** A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable met property valuation.

**Tax Revenue-** Includes property taxes, hotel and motel tax, and state shared revenues.

**Transfers-** An amount distributed from one fund to financial activities in another fund. It is shown as an expenditure in the originating fund and a revenue in the receiving fund.

**Unappropriated Fund Balance-** An amount set aside to be used as cash carryover for the next fiscal year's budget. This amount cannot be used under any circumstances in the current fiscal year except under very specific conditions which are set out in State law.

**Unrestricted Revenue-** Revenue that may be used for any legitimate District purpose. Please refer to "restricted revenue".

**UGB-** Urban Growth Boundary, an officially adopted and mapped line that separates an urban area from surrounding open lands. All cities in Oregon are required to have a 20-year supply of land for housing and employment in their Urban Growth Boundary.

**Urban renewal area-** The blighted area included in an urban renewal plan or an area included in an urban renewal plan under ORS 457.160.

**Urban renewal plan or Plan-** The plan, as it exists or is changed or modified from time to time, for one or more urban renewal areas, as provided in ORS 457.085, 457.095, 457.105, 457.115, 457.120, 457.125, 457.135 and 457.220.

**Urban renewal project or Project-** Any work or undertaking carried out under ORS 457.170 in an urban renewal area.

**Urban renewal report or Report-** The official report that accompanies the urban renewal plan pursuant to ORS 457.085(3).

**Working Capital-** The amount carried over from year to year. It is based on the difference between estimated revenues to be received and the estimated expenditures.

## **APPENDIX A: LEGAL DESCRIPTION OF PROPERTY IN URBAN RENEWAL DISTRICT**

A tract of land and road right-of-way located in the Northeast, Northwest, Southeast, and Southwest One-Quarters of Section 6, the Northeast, Northwest, Southeast, and Southwest One-Quarters of Section 7, Township 3 North, Range 1 West, the Southeast One-Quarter of Section 1, the Northeast, Northwest, Southeast, and Southwest One-Quarters of Section 12, and the Northeast, Northwest, and Southeast One-Quarters of Section 13, Township 3 North, Range 2 West, Willamette Meridian, City of Scappoose, Columbia County, Oregon, and being more particularly described as follows:

Beginning at the northeast corner of Parcel 1 of Partition Plat Number 2006-11 (Assessor's Map 03.02.13DB);

1. Thence along the easterly line of said Partition Plat, Southerly 720 feet, more or less, to the southeasterly corner of Parcel 2 of said Partition Plat, also being on the south line of an irregular storm drainage easement to the Scappoose Drainage District, as described in Exhibit 'A' in Book 60, Page 564, also being the northerly line of Parcel 1 of Document Number 2019-03778 (Assessor's Map 03.02.13DB);
2. Thence along said south line, and the westerly extension thereof, Westerly 872 feet, more or less, to the centerline of the Portland and Western Railroad (Assessor's Map 03.02.13CA);
3. Thence along said centerline, Northerly 3,098 feet, more or less, to the westerly extension of the centerline of SE High School Way (Assessor's Map 03.02.13B0);
4. Thence along said westerly extension, Westerly 154 feet, more or less, to the westerly right-of-way line of the Columbia River Highway (US 30) (Assessor's Map 03.02.13BA);
5. Thence along said westerly right-of-way line, Southerly 360 feet, more or less, to the westerly right-of-way line of SW Old Portland Road (Assessor's Map 03.02.13BA);
6. Thence along said westerly right-of-way line, Southerly 608 feet, more or less, to the northerly right-of-way line of SW Sycamore Street (Assessor's Map 03.02.13BA);
7. Thence along the easterly extension of said northerly right-of-way line, Easterly 63 feet, more or less, to the easterly right-of-way line of SW Old Portland Road (Assessor's Map 03.02.13B0);
8. Thence along said easterly right-of-way line, Northerly 310 feet, more or less, to the westerly right-of-way line of the Columbia River Highway (US 30) (Assessor's Map 03.02.13B0);
9. Thence along said westerly right-of-way line, Southerly 1,151 feet, more or less, to the easterly extension of the northerly line of Document Number 2002-006949 (Assessor's Map 03.02.13CA);
10. Thence along said easterly extension and the northerly line thereof, Westerly 604 feet, more or less, to the easterly right-of-way line of SW Old Portland Road (Assessor's Map 03.02.13CA);
11. Thence along said easterly right-of-way line, Northerly 1,336 feet, more or less, to the easterly extension of the northerly line of the plat of "Kingsbrook Estates Phase 2" (Assessor's Map 03.02.13BA);
12. Thence along said easterly extension and the northerly line thereof, Westerly 975 feet, more or less, to the easterly line of the plat of "Kingsbrook No. 2" (Assessor's Map 03.02.13BA);

13. Thence along said easterly line and continuing along the easterly line of the plat of "Kingsbrook No. 1", Northerly 867 feet, more or less, to the southerly line of the plat of "Green Meadows" (Assessor's Map 03.02.13BA);
14. Thence along said southerly line and continuing along the southerly line of Partition Plat Number 2006-02 and Partition Plat Number 2004-26, Easterly 389 feet, more or less, to the southeasterly corner of Parcel 2 of said Partition Plat Number 2004-26 (Assessor's Map 03.02.13BA);
15. Thence along the easterly line of said Parcel 2, Northerly 132 feet, more or less, to the northeasterly corner of said Parcel 2 (Assessor's Map 03.02.13BA);
16. Thence along the northerly line of said Parcel 2, Westerly 135 feet, more or less, to the easterly right-of-way line of SW Roger's Road (Assessor's Map 03.02.13BA);
17. Thence along said easterly right-of-way line, Northerly 20 feet, more or less, to the most northwesterly corner of Document Number 2004-006654 (Assessor's Map 03.02.13BA);
18. Thence along the northerly line of said Deed, Easterly 160 feet, more or less, to the northeasterly corner of Lot 7, Block 2, of said plat of "Green Meadows" (Assessor's Map 03.02.13BA);
19. Thence along the northerly line of said Lot 7, Westerly 29 feet, more or less, to the southeasterly corner of Document Number 2017-010547 (Assessor's Map 03.02.13BA);
20. Thence along the easterly line of said Deed and the northerly extension thereof, Northerly 120 feet, more or less, to the northerly right-of-way line of SW Fir Lane (Assessor's Map 03.02.12CD);
21. Thence along said northerly right-of-way line, Westerly 201 feet, more or less, to the southeasterly corner of Lot 4, Block 1, of said plat of "Green Meadows" (Assessor's Map 03.02.12CD);
22. Thence along the easterly line of said Lot 4, and the northerly extension thereof, Northerly 148 feet, more or less, to the northeasterly corner of Lot 3, Block 1, of said plat, also being on the north line of the J. Miles Donation Land Claim No. 39 (Assessor's Map 03.02.12CD);
23. Thence along said north line, Westerly 5 feet, more or less, to the southeasterly corner of Document Number 2017-009079 (Assessor's Map 03.02.12CD);
24. Thence along the easterly line of said Deed, and the northerly extension thereof, Northerly 416 feet, more or less, to the southerly right-of-way line of SW E. M. Watts Road (Assessor's Map 03.02.12CD);
25. Thence along said southerly right-of-way line, Westerly 468 feet, more or less, to the southerly extension of the westerly right-of-way line of SW 4th Street (Assessor's Map 03.02.12CD);
26. Thence along said southerly extension and said westerly right-of-way line, Northerly 900 feet, more or less, to the westerly extension of the northerly right-of-way line of SW Maple Street (Assessor's Map 03.02.12CA);
27. Thence along said westerly extension and said northerly right-of-way line, Easterly 700 feet, more or less, to the southerly extension of the westerly line of the remainder of Block B of the plat of "Wathome Addition to Scappoose" (Assessor's Map 03.02.12CA);
28. Thence along said southerly extension and the westerly line thereof, Northerly 410 feet, more or less, to the northwesterly corner of said Block B (Assessor's Map 03.02.12CA);
29. Thence along the northerly line of said Block B, Easterly 71 feet, more or less, to the southeasterly corner of Document Number 2016-010399 (Assessor's Map 03.02.12CA);

30. Thence along the easterly line of said Deed and the northerly extension thereof, Northerly 223 feet, more or less, to the southerly line of Document Number 2007-003118 (Assessor's Map 03.02.12CA);
31. Thence along said southerly line, Westerly 100 feet, more or less, to the easterly right-of-way line of SW 2nd Street (Assessor's Map 03.02.12CA);
32. Thence along said easterly right-of-way line, Northerly 145 feet, more or less, to the southerly right-of-way line of SW J.P. West Road (Assessor's Map 03.02.12CA);
33. Thence along said southerly right-of-way line, Easterly 48 feet, more or less, to the southerly extension of the easterly line of Document Number 2006-004875 (Assessor's Map 03.02.12CA);
34. Thence along said southerly extension, Northerly 45 feet, more or less, to the northerly right-of-way line of SW J.P. West Road (Assessor's Map 03.02.12CA);
35. Thence along said northerly right-of-way line, Westerly 73 feet, more or less, to the southwesterly corner of said Deed (Assessor's Map 03.02.12CA);
36. Thence along the westerly line of said Deed and the northerly extension thereof, Northerly 194 feet, more or less, to the southerly line of Lot 10 of the plat of "Samual Adams Estates (Unrecorded)" (Assessor's Map 03.02.12CA);
37. Thence along said southerly line, Easterly 125 feet, more or less, to the southeasterly corner of said Lot 10 (Assessor's Map 03.02.12CA);
38. Thence along the easterly line of said Lot 10, Northerly 145 feet, more or less, to the southerly line of Document Number 2015-007913 (Assessor's Map 03.02.12CA);
39. Thence along said southerly line, Westerly 162 feet, to the southwesterly corner of said Deed (Assessor's Map 03.02.12CA);
40. Thence along the westerly line of said Deed, Northerly 60 feet, more or less, to the northwesterly corner of said Deed (Assessor's Map 03.02.12CA);
41. Thence along the northerly line of said Deed, Easterly 118 feet, more or less, to the southwesterly corner of Document Number 2007-006687 (Assessor's Map 03.02.12CA);
42. Thence along the westerly line of said Deed, Northerly 90 feet, more or less, to the southerly right-of-way line of NW Seely Lane (Assessor's Map 03.02.12CA);
43. Thence along said southerly right-of-way line, Easterly 45 feet, more or less, to the southerly extension of the easterly line of the plat of "Meersburg 2 Planned Community" (Assessor's Map 03.02.12BD);
44. Thence along said southerly extension, the easterly line thereof, and the northerly extension thereof, Northerly 636 feet, more or less, to the northerly right-of-way line of NW Laurel Street (Assessor's Map 03.02.12BD);
45. Thence along said northerly right-of-way line, Westerly 80 feet, more or less, to the southwesterly corner of Document Number 2016-005648 (Assessor's Map 03.02.12BD);
46. Thence along the westerly line of said Deed, Northerly 200 feet, more or less, to the northwesterly corner of said Deed (Assessor's Map 03.02.12BD);
47. Thence along the westerly extension of the northerly line of said Deed, Westerly 13 feet, more or less, to the southeasterly corner of Document Number 2008-003536 (Assessor's Map 03.02.12BD);
48. Thence along the easterly line of said Deed and the northerly extension thereof, Northerly 358 feet, more or less, to the centerline of NW E.J. Smith Road (Assessor's Map 03.02.12BD);

49. Thence along said centerline, Easterly 241 feet, more or less, to the westerly right-of-way line of NW First Street (Assessor's Map 03.02.12BA);
50. Thence along said westerly right-of-way line, Northerly 678 feet, more or less, to the northeasterly corner of Lot 15 of the plat of "Wikstrom Addition" (Assessor's Map 03.02.12BA);
51. Thence along the northerly line of said Lot 15, Westerly 81 feet, more or less, to the easterly line of the plat of "A Holaday Orchard Tracts" (Assessor's Map 03.02.12BA);
52. Thence along said easterly line, Northerly 221 feet, more or less, to the southeasterly corner of Document Number 2019-005155 (Assessor's Map 03.02.12BA);
53. Thence along the easterly line of said Deed and the northerly extension thereof, Northerly 231 feet, more or less, to the northerly right-of-way line of the Scappoose Vernonia Highway (Assessor's Map 03.02.12BA);
54. Thence along said northerly right-of-way line, Easterly 268 feet, more or less, to the westerly right-of-way line of the Columbia River Highway (US 30) (Assessor's Map 03.02.12BA);
55. Thence continuing along the easterly extension of the said northerly right-of-way line, Easterly 247 feet, more or less, to the easterly right-of-way line of Portland and Western Railroad (Assessor's Map 03.02.1300);
56. Thence along the northerly right-of-way line of NE Crown Zellerbach Road, Easterly 2,028 feet, more or less, to the westerly right-of-way line of NE West Lane (Assessor's Map 03.02.12);
57. Thence along said westerly right-of-way line, Northerly 1,885 feet, more or less, to the southeasterly corner of Parcel 3 of Partition Plat Number 2018-10 (Assessor's Map 03.02.01D0);
58. Thence along the southerly line of said Parcel 3, Westerly 1,198 feet, more or less, to the easterly line of Parcel 1 of Partition Plat Number 2007-10 (Assessor's Map 03.02.01D0);
59. Thence along said easterly line, Northerly 130 feet, more or less, to the southerly line of Partition Plat Number 2014-09 (Assessor's Map 03.02.01D0);
60. Thence along said southerly line, Easterly 603 feet, more or less, to the southeasterly corner of said plat (Assessor's Map 03.02.01D0);
61. Thence along the easterly line of said plat, Northerly 917 feet, more or less, to the southerly line of the remainder of Parcel 3 of Partition Plat Number 2007-10 (Assessor's Map 03.02.01D0);
62. Thence along said southerly line, Westerly 102 feet, more or less, to the easterly line of Document Number 2015-004646 (Assessor's Map 03.02.01D0);
63. Thence along said easterly line, Northerly 324 feet, more or less, to the southwestly corner of Document Number 2007-004424 (Assessor's Map 03.02.01D0);
64. Thence along the southerly line of said Deed, Easterly 692 feet, more or less, to the northwestly corner of Document Number 2018-004710 (Assessor's Map 03.02.01D0);
65. Thence along the westerly line of said Deed, Southerly 134 feet, more or less, to the southwestly corner of said Deed (Assessor's Map 03.02.01D0);
66. Thence along the southerly line of said Deed, Easterly 174 feet, more or less, to the westerly right-of-way line of NE West Lane (Assessor's Map 03.02.01D0);
67. Thence along said westerly right-of-way line, Northerly 964 feet, more or less, to the westerly extension of the northerly line of Partition Plat Number 2017-14 (Assessor's Map 03.02.0600);

68. Thence along said westerly extension and the northerly line thereof, Easterly 384 feet, more or less, to the northwesterly corner of Document Number 2006-011696 (Assessor's Map 03.01.0600);
69. Thence along the northerly line of said Deed, Easterly 1,699 feet, more or less, to the northeasterly corner of said Deed (Assessor's Map 03.02.0600);
70. Thence along the easterly line of said Deed, Southerly 724 feet, more or less, to the southeasterly corner of said Deed (Assessor's Map 03.01.0600);
71. Thence along the southerly line of said Deed, Westerly 1,920 feet, more or less, to the easterly right-of-way line of NE West Lane (Assessor's Map 03.01.0600);
72. Thence along said easterly right-of-way line, Southerly 700 feet, more or less, to the northerly right-of-way line of NE Wagner Court (Assessor's Map 03.01.0600);
73. Thence along said northerly right-of-way line, Easterly 669 feet, more or less, to the southwest corner of Parcel 1 of Partition Plat Number 2005-26 (Assessor's Map 03.01.0600);
74. Thence along the westerly line of said Parcel 1, Northerly 72 feet, more or less, to the southwest corner of Parcel 2 of said Partition Plat (Assessor's Map 03.01.0600);
75. Thence along the southerly line of said Parcel 2, Easterly 1,365 feet, more or less, to the westerly line of Book 189, Page 16 (Assessor's Map 03.01.0600);
76. Thence along said westerly line, Southerly 1,229 feet, more or less, to the southwest corner of said Deed (Assessor's Map 03.01.0600);
77. Thence along the southerly line of said Deed, Easterly 78 feet, more or less, to the northwesterly corner of Parcel 2 of Partition Plat Number 2009-18 (Assessor's Map 03.01.0700);
78. Thence along the westerly line of said Parcel 2, Southerly 1,833 feet, more or less, to the northerly right-of-way line of the Old Portland and Southwestern Railroad (Assessor's Map 03.01.0700);
79. Thence along said northerly right-of-way line, Easterly 1,668 feet, more or less, to a point which bears North 34°00'55" East 624.54 feet, more or less, from the northeasterly corner of Lot 18 of the plat of "Heron Meadows" (Assessor's Map 03.01.0700);
80. Thence leaving said northerly right-of-way along a non-tangent curve (with a radial bearing of North 06°14'47" West) to the left with a Radius of 1527.02 feet, Delta of 71°55'43", Length of 1917.01 feet and a Chord of North 47°47'21" East 1793.58 feet, more or less (Assessor's Map 03.02.0700);
81. Thence North 10°07'24" East 307.58 feet, more or less, to a line parallel with and 615.00 feet southerly of the northerly line of said Parcel 2 (Assessor's Map 03.01.0700);
82. Thence along said parallel line, Westerly 1,313 feet, more or less, to the easterly line of Document Number 1996-011889 (Assessor's Map 03.01.0700);
83. Thence along said easterly line, Northerly 733 feet, more or less, to the northeasterly corner of said Deed (Assessor's Map 03.01.0700);
84. Thence along the northerly line of said Deed and the westerly extension thereof, Westerly 664 feet, more or less, to the westerly line of Document Number 2015-010698 (Assessor's Map 03.01.0600);
85. Thence along said westerly line, Northerly 2,516 feet, more or less, to a line parallel with and 560.00 feet southerly of the northerly line of said Deed (Assessor's Map 03.01.0600);
86. Thence along said parallel line, Easterly 2,625 feet, more or less, to the easterly line of said Deed (Assessor's Map 03.01.0600);

87. Thence along said easterly line, Southerly 2,384 feet, more or less, to the southeasterly corner of said Deed (Assessor's Map 03.01.0600);
88. Thence on along a non-tangent curve to the right (with a radial bearing of North 85°05'23" West) with a Radius of 6025.00 feet, Delta of 5°12'47", Length of 548.18 feet, and a Chord of South 07°31'01" West 547.99 feet, more or less (Assessor's Map 03.02.0700);
89. Thence South 10°07'24" West 398.51 feet, more or less (Assessor's Map 03.02.0700);
90. Thence along a curve to the right with a Radius of 1532.01 feet, Delta of 71°41'02", Length of 1916.73 feet, and a Chord of South 47°39'40" West 1794.14 feet, more or less, to a point on the northerly right-of-way line of the Old Portland and Southwestern Railroad which bears North 16°53'07" East 630.81 feet, more or less, from the northwesterly corner of Lot 15 of the plat of "Heron Meadows" (Assessor's Map 03.01.0700);
91. Thence leaving said northerly right-of-way line, at right angles, Southerly 50 feet, more or less, to the centerline of the Old Portland and Southwestern Railroad (Assessor's Map 03.01.0700);
92. Thence along said centerline, Easterly 847 feet, more or less, to a point which bears North 87°09'54" East 825.21 feet, more or less, from the northwesterly corner of said Lot 15 (Assessor's Map 03.01.0700);
93. Thence leaving said centerline, at right angles, Southerly 47 feet, more or less, to the southerly right-of-way line of the Old Portland and Southwestern Railroad (Assessor's Map 03.01.0700);
94. Thence leaving said southerly right-of-way line, South 36°51'55" West 1060.65 feet, more or less (Assessor's Map 03.01.0700);
95. Thence South 53°08'05" East 391.39 feet, more or less (Assessor's Map 03.01.0700);
96. Thence South 36°51'55" West 446.00 feet, more or less, to a point on the northerly right-of-way line of East Columbia Avenue which bears South 11°38'03" East 1211.01 feet, more or less, from the southeasterly corner of Lot 13 of the plat of "Heron Meadows" (Assessor's Map 03.01.0700);
97. Thence along said northerly right-of-way line, Westerly 436 feet, more or less, to a point which bears South 14°37'37" East 637.34 feet, more or less, from the southeasterly corner of Lot 7 of said plat (Assessor's Map 03.01.0700);
98. Thence leaving said northerly right-of-way line, North 36°51'55" East 1513.90 feet, more or less, to a point on the southerly right-of-way line of the Old Portland and Southwestern Railroad which bears North 79°53'07" East 624.26 feet, more or less, from the northeasterly corner of Tract 'B' of said plat (Assessor's Map 03.01.0700);
99. Thence along said southerly right-of-way line, Westerly 1,561 feet, more or less, to the easterly right-of-way line of NE Miller Road (Assessor's Map 03.01.0700);
100. Thence along said easterly right-of-way line, Southerly 270 feet, more or less, to the easterly extension of the southerly line of Document Number 2014-005878 (Assessor's Map 03.01.07BD);
101. Thence along said easterly extension, Westerly 20 feet, more or less, to the centerline of NE Miller Road (Assessor's Map 03.01.07BD);
102. Thence along said centerline, Southerly 403 feet, more or less, to the easterly extension of the northerly line of Parcel 1 of Partition Plat Number 1998-69 (Assessor's Map 03.01.07CA);
103. Thence along said easterly extension and said northerly line, Northwesterly 320 feet, more or less, to the northwesterly corner of said Parcel 1 (Assessor's Map 03.01.07CA);



104. Thence along the westerly line of said Parcel 1, Southerly 144 feet, more or less, to the southerly southeast corner of Parcel 2 of said Plat (Assessor's Map 03.01.07CA);
105. Thence along the most southerly line of said Parcel 2, Westerly 97 feet, more or less, to the southwesterly corner of said Parcel 2 (Assessor's Map 03.01.07CA);
106. Thence along the westerly line of said Parcel 2, Northerly 328 feet, more or less, to the northwesterly corner of said Parcel 2 (Assessor's Map 03.01.07CA);
107. Thence along the northerly line of said Parcel 2, Easterly 400 feet, more or less, to the westerly right-of-way line of NE Miller Road (Assessor's Map 03.01.07BD);
108. Thence along said westerly right-of-way line, Northerly 219 feet, more or less, to the southeasterly corner of Document Number 2014-005878 (Assessor's Map 03.01.07BD);
109. Thence along the southerly line of said Deed, Westerly 545 feet, more or less, to the southwesterly corner of said Deed (Assessor's Map 03.01.07BD);
110. Thence along the westerly line of said Deed, Northerly 221 feet, more or less, to the southerly right-of-way line of the Old Portland and Southwestern Railroad (Assessor's Map 03.01.07BD);
111. Thence along said southerly right-of-way line, Westerly 2,393 feet, more or less, to the easterly right-of-way line of NE West Lane (Assessor's Map 03.02.12AD);
112. Thence along said easterly right-of-way line, Southerly 1,415 feet, more or less, to the centerline of East Columbia Avenue (Assessor's Map 03.02.12DA);
113. Thence along said centerline, Westerly 64 feet, more or less, to the northerly extension of the westerly right-of-way line of SE 4th Street (Assessor's Map 03.02.12DA);
114. Thence along said northerly extension and said westerly right-of-way line, Southerly 214 feet, more or less, to the southeasterly corner of Document Number 2007-23345 (Assessor's Map 03.02.12DA);
115. Thence along the southerly line of said Deed, Westerly 120 feet, more or less, to the easterly line of Document Number 2016-007677 (Assessor's Map 03.02.12DB);
116. Thence along said easterly line, Southerly 25 feet, more or less, to the southeasterly corner of said Deed (Assessor's Map 03.02.12DB);
117. Thence along the southerly line of said Deed, Westerly 125 feet, more or less, to the easterly line of Document Number 2001-13941 (Assessor's Map 03.02.12DB);
118. Thence along said easterly line, Northerly 6 feet, more or less, to the northeasterly corner of said Deed (Assessor's Map 03.02.12DB);
119. Thence along the northerly line of said Deed, Westerly 201 feet, more or less, to the northwesterly corner of said Deed (Assessor's Map 03.02.12DB);
120. Thence along the westerly line of said Deed, Southerly 29 feet, more or less, to the northeasterly corner of Book 232, Page 780 (Assessor's Map 03.02.12DB);
121. Thence along the northerly line of said Deed, and the northerly line of Parcel 3 of Document Number 2014-003219, Westerly 271 feet, more or less, to the easterly right-of-way line of SE 3rd Street (Assessor's Map 03.02.12DB);
122. Thence along said easterly right-of-way line, Northerly 154 feet, more or less, to the easterly extension of a line parallel to and 3.00 feet southerly of the southerly line of Lot 1, Block 1 of the plat of "Greenwood Addition to Scappoose" (Assessor's Map 03.02.12DB);
123. Thence along said easterly extension, Westerly 60 feet, more or less, to the westerly right-of-way line of SE 3rd Street (Assessor's Map 03.02.12DB);
124. Thence along said westerly right-of-way line, Southerly 153 feet, more or less, to the northerly right-of-way line of SE Olive Street (Assessor's Map 03.02.12DB);

125. Thence along said northerly right-of-way line, Westerly 108 feet, more or less, to the centerline of a 15.00 foot wide alley that was vacated per Book 2, Page 5 (Assessor's Map 03.02.12DB);
126. Thence along the southerly extension of said centerline, Southerly 28 feet, more or less, to the centerline of SE Olive Street (Assessor's Map 03.02.12DB);
127. Thence along said centerline, Westerly 138 feet, more or less, to the centerline of SE 2nd Street (Assessor's Map 03.02.12DB);
128. Thence along said centerline, Southerly 258 feet, more or less, to the centerline of SE Myrtle Street (Assessor's Map 03.02.12DB);
129. Thence along said centerline, and the westerly extension thereof, Westerly 376 feet, more or less, to the easterly right-of-way line of the Columbia River Highway (US 30) (Assessor's Map 03.02.12DB);
130. Thence along said easterly right-of-way line, Southerly 2,133 feet, more or less, to the westerly extension of the northerly right-of-way line of SE High School Way (Assessor's Map 03.02.12DC);
131. Thence along said westerly extension, Easterly 109 feet, more or less, to the easterly right-of-way line of the Portland and Western Railroad (Assessor's Map 03.02.1300);
132. Thence along said easterly right-of-way line, Southerly 1,678 feet, more or less, to the northwesterly corner of Parcel 3 of Partition Plat No. 2006-11 (Assessor's Map 03.02.13AC);
133. Thence along the northerly line of said Parcel 3, and the easterly extension thereof, Easterly 315 feet, more or less, to the easterly right-of-way line of SE 2nd Street (Assessor's Map 03.02.13AC);
134. Thence along said easterly right-of-way line, Southerly 696 feet, more or less, to the northwesterly corner of Parcel 1 of Partition Plat Number 2006-11 (Assessor's Map 03.02.13DB);
135. Thence along the northerly line of said Parcel 1, Easterly 434 feet, more or less, to the Point of Beginning.

**Excepting Parcel 1:** (See Map Sheet 02)

Beginning at the southeast corner of Lot 29 of the plat of "Harmony Park" (Assessor's Map 03.02.12AD);

200. Thence along the southerly line of said Lot 29, and the westerly extension thereof, Westerly 478 feet, more or less, to the westerly right-of-way line of NE Sawyer Street (Assessor's Map 03.02.12AC);
201. Thence along said westerly right-of-way line, Northerly 128 feet, more or less, to the southerly right-of-way line of NE Prairie Street (Assessor's Map 03.02.12AC);
202. Thence along said southerly right-of-way line, Westerly 200 feet, more or less, to the easterly right-of-way line of NE 3rd Street (Assessor's Map 03.02.12AC);
203. Thence along said easterly right-of-way line, Southerly 154 feet, more or less, to the easterly extension of a line parallel with and 50.00 feet southerly of the north line of Lot 1, Block 1 of the plat of "Eastside Addition" (Assessor's Map 03.02.12AC);
204. Thence along said easterly extension, Westerly 60 feet, more or less, to the westerly right-of-way line of NE 3rd Street (Assessor's Map 03.02.12AC);
205. Thence along said westerly right-of-way line, Northerly 155 feet, more or less, to the southerly right-of-way line of NE Prairie Street (Assessor's Map 03.02.12AC);

206. Thence along said southerly right-of-way line, Westerly 339 feet, more or less, to the southerly extension of a line parallel with and 20.00 feet easterly of the east line of Lot 8, Block 5 of the plat of "Eastside Addition" (Assessor's Map 03.02.12AC);
207. Thence along said southerly extension, Northerly 60 feet, more or less, to the northerly right-of-way line of NE Prairie Street (Assessor's Map 03.02.12AC);
208. Thence along said northerly right-of-way line, Easterly 79 feet, more or less, to the westerly right-of-way line of NE 2nd Street (Assessor's Map 03.02.12AC);
209. Thence along said westerly right-of-way line, Northerly 100 feet, more or less, to the northeasterly corner of Lot 2, Block 5 of said plat (Assessor's Map 03.02.12AC);
210. Thence along the northerly line of Lot 2, Westerly 100 feet, more or less, to the southeasterly corner of Lot 6, Block 5 of said plat (Assessor's Map 03.02.12AC);
211. Thence along the easterly line of said Lot 6, and the northerly extension thereof, Northerly 100 feet, more or less, to the southerly right-of-way line of SE Watts Street (Assessor's Map 03.02.12AC);
212. Thence leaving said southerly right-of-way line, Northerly 61 feet, more or less, to a point on the northerly right-of-way of SE Watts Street which bears 14.00 feet westerly of the southeasterly corner of Lot 8, Block 4 of the plat of "Eastside Addition" (Assessor's Map 03.02.12AC);
213. Thence along a line parallel with and 14.00 feet westerly of the easterly line of said Lot 8, Northerly 100 feet, more or less, to the northerly line of Lot 7, Block 4 of said plat (Assessor's Map 03.02.12AC);
214. Thence along said northerly line, Easterly 14 feet, more or less, to the southeast corner of Lot 6 of said Block 4 (Assessor's Map 03.02.12AC);
215. Thence along the easterly line of said Lot 6, and the northerly extension thereof, Northerly 260 feet, more or less, to the northeasterly corner of Lot 7, Block 10 of the plat of "Watts Addition" (Assessor's Map 03.02.12AC);
216. Thence along the northerly line of said Lot 7, Westerly 12 feet, more or less, to a line parallel with and 12.00 feet westerly of the easterly line of said Lot 7 (Assessor's Map 03.02.12AC);
217. Thence along said parallel line, and the northerly extension thereof, Northerly 130 feet, more or less, to the centerline of NE Williams Street (Assessor's Map 03.02.12AC);
218. Thence along said centerline, and the westerly extension thereof, Westerly 310 feet, more or less, to the westerly right-of-way line of the Portland and Western Railroad (Assessor's Map 03.02.12AC);
219. Thence along said westerly right-of-way line, Northerly 1,004 feet, more or less, to the centerline of the Scappoose Vernonia Highway (Assessor's Map 03.02.12AB);
220. Thence along said centerline, Easterly 119 feet, more or less, to the easterly right-of-way line of the Portland and Western Railroad (Assessor's Map 03.02.12AB);
221. Thence along said easterly right-of-way line, Northerly 32 feet, more or less, to the southerly right-of-way line of NE Crown Zellerbach Road (Assessor's Map 03.02.12AB);
222. Thence along said southerly right-of-way line, Easterly 2,092 feet, more or less, to the westerly right-of-way line of NE West Lane (Assessor's Map 03.02.12AD);
223. Thence along said westerly right-of-way line, Southerly 1,190 feet, more or less, to the Point of Beginning.

**Excepting Parcel 2:** (See Map Sheet 02)

Beginning at a point on the westerly right-of-way line of the Columbia River Highway (US 30) which bears South 89°14'43" West 404.44 feet, more or less, from the northwest corner of Lot 8 of the plat of "Johnson Estates" (Assessor's Map 03.02.12BA);

300. Thence along said westerly right-of-way line, Southerly 211 feet, more or less, to the southeast corner of Book 262, Page 642 (Assessor's Map 03.02.12BA);
301. Thence along the southerly line of said Deed, Westerly 199 feet, more or less, to the easterly right-of-way line of NW 1st Street (Assessor's Map 03.02.12BA);
302. Thence along said easterly right-of-way line, Northerly 360 feet, more or less, to the northwest corner of said Deed (Assessor's Map 03.02.12BA);
303. Thence along the northerly line of said Deed, Easterly 110 feet, more or less, to the westerly line of Book 162, Page 888 (Assessor's Map 03.02.12BA);
304. Thence along said westerly line, Southerly 109 feet, more or less, to the southwest corner of said Deed (Assessor's Map 03.02.12BA);
305. Thence along the southerly line of said Deed, Easterly 100 feet, more or less, to the Point of Beginning.

The above described tract of land contains 477.1 acres, more or less.