



AGENDA & Notice of Urban Renewal Agency Meeting

The Newport Urban Renewal Agency will hold a meeting on Monday, May 19, 2014, at 5:15 P.M. The meeting will be held in Council Chambers, City Hall, located at 169 S.W. Coast Highway, Newport, Oregon 97365. A copy of the agenda follows.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

URBAN RENEWAL AGENCY MEETING Monday, May 19, 2014 5:15 P.M.

I. Call to Order and Roll Call

II. Public Comment

This is an opportunity for members of the audience to bring to the Council's attention any item not listed on the Agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

III. Consent Calendar

The consent calendar consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

A. Approval of Minutes from the Urban Renewal Agency Meeting of April 21, 2014 (Hawker)

IV. Executive Director Report

All matters requiring approval of the Urban Renewal Agency originating from the city manager and departments will be included in this section. This section will also include any status reports for the Urban Renewal Agency information.

A. Consideration of Resolution No. 3671 - Adopting a Supplemental Budget, Making Appropriations/Total Requirements and Changes for Fiscal Year 2013/2014

B. Executive Session Pursuant to ORS 192.660(2)(e) to Real Property Transactions

V. Adjournment.



**CITY MANAGER'S REPORT AND RECOMMENDATIONS
NEWPORT URBAN RENEWAL AGENCY AGENDA
Monday, May 19, 2014
Council Chambers**

This report is an executive summary of this agenda packet with recommended actions for the Urban Renewal Agency. Detailed departmental reports, minutes and other supporting materials are provided within the full agenda packet where referenced.

Note: The Urban Renewal Agency will meeting in the Council Chamber at 5:15 PM. In addition to the consent calendar there is one action item that the Urban Renewal Agency will be requested to consider followed by an executive session pursuant to ORS 192.660(2)(e) to real property transactions. The executive session will be held in the City Manager's Conference Room.

AGENDA ITEMS

III. Consent Calendar

The consent calendar consists of items of a repeating or routine nature considered under a single action. The recommended actions on the consent calendar are as follows:

- A. Approve the Minutes from the Urban Renewal Agency Meeting of April 21, 2014. The minutes are included in the agenda packet reports for your review.

Recommended Action:

I recommend the Urban Renewal Agency approve the following motion:

I move approval of the consent calendar for the May 19, 2014, Urban Renewal Agency meeting.

IV. Executive Director Report

Agenda Item: IV.A.

Consideration of Resolution No. 3671 Adopting a Supplemental Budget, Making Appropriations/Total Requirements and Changes for the Fiscal Year 2013/2014.

Background:

Interim Finance Director Bob Gazewood, is recommending that the Urban Renewal Agency (NURA) approval City Resolution No. 3671 which will accept two transfers totaling \$450,000 from the City's Capital Projects Funds to refund leftover moneys from the Ash Street Project in the amount of \$150,000 and to return \$300,000 that was transferred to the Capital Outlay Fund in error, in a prior fiscal year. This supplemental budget will provide additional revenue to the

NURA fund since the offset of revenue is placed in the unappropriated fund balance, no appropriation increase is necessary. The amount of \$450,000 will increase the total requirements of the NURA fund to \$4,932,991. A similar action is recommended for the City Council in regards to the transfer of this funding from the City's current year Capital Outlay budget. Please note that a public hearing is not required for either of these adjustments.

Recommended Action:

I recommend the Urban Renewal Agency approve the following motion:

I move the adoption of Resolution No 3671 with Attachment "A", a resolution adopting a supplemental budget for fiscal year 2013-14 and making appropriation increases and changes for the fiscal year 2013-14.

Fiscal Effects:

As outlined in the attached report.

Alternatives:

None recommended

Agenda Packet Reports:

See Newport Urban Renewal Agency Agenda Item Summary from Interim Finance Director Bob Gazewood, which includes Resolution No. 3671.

Agenda Item: IV.B

Executive Session Pursuant to ORS 192.660(2)(e) to Real Property Transactions

Recommended Action:

I recommend the Urban Renewal Agency approve the following motion:

I move that the Urban Renewal Agency meet in executive session pursuant to ORS 192.660(2)(e) to consider real property transactions.

Note: Following the executive session, the Urban Renewal Agency will reconvene in the Council Chambers to adjourn the meeting and to call the City Council meeting to order.

This concludes the Executive Director Report and recommendations for the May 19, 2014, City Council meeting.

Respectfully Submitted,



Spencer R. Nebel
Executive Director

April 21, 2014
5:47 P.M.
Newport, Oregon

The Urban Renewal Agency of the City of Newport met on the above date in the Council Chambers of the Newport City Hall. On roll call, Roumagoux, Allen, Beemer, Busby, Sawyer, and Swanson were present. Saelens was excused.

Staff present was City Manager Nebel, City Recorder Hawker, and Community Development Director Tokos.

CONSENT CALENDAR

The consent calendar consisted of the following item:

A. Approval of minutes from the Urban Renewal Agency meeting of April 7, 2014.

MOTION was made by Allen, seconded by Roumagoux, to approve the consent calendar as presented. The motion carried unanimously in a voice vote.

EXECUTIVE DIRECTOR REPORT

Approval of Order No. 2014-1 Delegating the Design and Construction Responsibilities for the Coho/Brant Area Projects to the City. Nebel reported that the packet contains an agenda summary from Community Development Director Derrick Tokos regarding the Urban Renewal Agency capital infrastructure projects identified in the 2012 Coho/Brant Infrastructure Refinement Plan. He added that later on the City Council agenda, the Council will be asked to initiate the design and engineering of a number of streets that are included in this plan, to help facilitate the OMSI project and other future projects in this general area. He noted that since this is being funded by the Urban Renewal Agency, the Agency must provide legal authority for the City of Newport to proceed with design and construction responsibilities for these planned capital infrastructure projects. He recommended that the Urban Renewal Agency approve Order No. 2014-1.

Allen asked why a more formal process is being used. Tokos reported that staff has realized that a clear paper trail has not always been available, and that this formality should provide a clear transition. He added that legal counsel has indicated that there are no fatal flaws in how Council and the Urban Renewal Agency have acted in the past.

MOTION was made by Sawyer, seconded by Swanson, to adopt Order No. 2014-1, an order delegating design and construction responsibilities to the City of Newport for planned capital infrastructure projects identified in the 2012 Coho/Brant Infrastructure Refinement Plan. The motion carried unanimously in a voice vote.

ADJOURNMENT

Having no further business, the meeting adjourned at 5:52 P.M.

Margaret M. Hawker, City Recorder

Richard Beemer, Chair



Agenda Item # IV.A
Meeting Date May 19, 2014

NEWPORT URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY
City Of Newport, Oregon

Issue/Agenda Title: Resolution No. 3671 providing for a supplemental budget and making appropriation/total requirement changes for the Fiscal Year 2013-2014

Prepared By: Gazewood Dept Head Approval: Gazewood City Mgr Approval:

Issue Before the Council: The purpose of this resolution is to adopt a supplemental budget to make changes in total requirements in the Newport Urban Renewal Agency (NURA) for the South Beach Urban Renewal District. This supplemental budget does not require a public hearing as not below.

Staff Recommendation: Staff recommends the adoption of the supplemental budget and making total requirement changes as detailed on Attachment "A" to Resolution No. 3671.

Proposed Motion: I move to adopt Resolution No. 3671 with Attachment "A", a resolution adopting a supplemental budget for fiscal year 2013-14 and making appropriation changes for fiscal year 2013-14.

Key Facts and Information Summary: ORS 294.471 authorizes a supplemental budget without a public hearing when the estimated expenditures differ by 10 percent or less from the expenditures from the most recent amended budget prior to the supplemental budget. Therefore, fund budgets may be changed by supplemental budget without a public hearing that are within that threshold. Fund budgets requiring an increase in appropriations supported by additional revenues and/or fund budgets requiring a decrease in appropriations due to insufficient resources may be included, accordingly

Fiscal Notes: In City Resolution No. 3670, two transfers totaling \$450,000 are appropriated to be transferred to the NURA - South Beach District Account for (1) \$300,000 transferred to the Capital Projects Fund in a prior fiscal year should not have been transferred and (2) \$150,000 is returned as the Ash Street Project had left over monies from a 100% funded NURA project. This supplemental budget makes provision of receiving the transfers as additional revenue to the NURA Fund. Since the offset of revenue is placed in the Unappropriated Ending Fund Balance, no appropriation increase is necessary as only total requirements for the NURA Fund is increased from \$4,482,991 to \$4,932,991.

NEWPORT URBAN RENEWAL AGENCY

RESOLUTION NO. 3671

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2013-14,
AND MAKING APPROPRIATION/TOTAL REQUIREMENT CHANGES**

WHEREAS, the Newport Urban Renewal Agency's 2013-14 budget requires changes of total requirements for the South Beach Urban Renewal District; and

WHEREAS, the NURA is receiving revenue as a transfer totaling \$450,000 from the Capital Projects Fund pursuant to (1) \$300,000 transferred to the Capital Projects Fund in a prior fiscal year should not have been transferred and (2) \$150,000 is returned as the Ash Street Projects had left over monies from a 100% funded NURA project. Such transferred revenues are offset by placing such revenues in Unappropriated Ending Fund Balance and requires no appropriation increase; and

WHEREAS, the budget changes to the NURA South Beach Urban Renewal District are less than 10 percent and such transfer of resources is between two separate entities; and

WHEREAS, ORS 294.471 authorizes a supplemental budget without public hearing when the estimated expenditures differ by 10 percent or less from the expenditures from the most recent amended budget prior to the supplemental budget.

THE NEWPORT URBAN RENEWAL AGENCY RESOLVES AS FOLLOW: that this supplemental budget is hereby adopted and hereby increases the total requirements for the NURA South Beach Urban Renewal District by \$450,000 to \$4,932,991 without appropriation increases and hereby incorporates the changes to the NURA - South Beach Urban Renewal District Fund as set forth in Attachment "A."

This resolution will become effective immediately upon passage.

Adopted by the Newport Urban Renewal Agency May 19, 2014.

Richard Beemer, Chair

Attest:

Margaret M. Hawker, City Recorder

NEWPORT URBAN RENEWAL AGENCY

**ATTACHMENT "A" - RESOLUTION NO. 3671 ADOPTING A SUPPLEMENTAL BUDGET,
MAKING APPROPRIATION AND OTHER CHANGES FOR FISCAL YEAR 2013-14**

Urban Renewal Agency Fund -South Beach			
Resource	Amount	Expenditure	Amount
Transfer from Capital Projects Fund	450,000	Unappropriated Ending Fund Balance	450,000
Revised Total Resources	4,932,991	Revised Total Requirements	4,932,991

Comments: To return unused project funds to the NURA - South Beach District that were transferred to the Capital Projects Fund in prior years. An amount of \$300,000 was transferred but should not have happened. An amount of \$150,000 related to the Ash Street project was left over monies following the completion of the project. To offset the transfer of funds, Unappropriated Ending Fund Balance is increased, accordingly. There is no appropriation increase authorized. However, total Fund requirements increase from \$4,482,991 \$4,932,991 due to the allocation to UEFB.