



**McMinnville Urban Renewal Agency Meeting Agenda**  
**Tuesday, February 08, 2022**  
**7:00 p.m. (Following Regular City Council Meeting)**

Welcome! **Civic Hall will be closed to the public.** Until improvements of COVID cases in Yamhill County improve **meetings will be held via Zoom and live broadcast ONLY.**

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

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

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

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

**CITY COUNCIL URA MEETING:**

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/88474254346?pwd=MmFkbnc3TW1TMVFpeXhuRUUpUQlZlQT09>

Zoom ID: 884 7425 4346

Zoom Password: 408254

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

ID: 884 7425 4346

1. CALL TO ORDER & ROLL CALL

2. RESOLUTION

- a. Consider **Resolution No. 2022-01**: A Resolution of the McMinnville Urban Renewal Board approving the Annual Financial Report for the McMinnville Urban Renewal Agency for Fiscal Year Ended June 30th, 2021, per Oregon Revised Statute 457.460.

3. ADJOURNMENT

Kent Taylor Civic Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made a least 48 hours before the meeting to the City Recorder (503) 435-5702. For TTY services, please dial 711.

## STAFF REPORT

**DATE:** February 8, 2022  
**TO:** McMinnville Urban Renewal Board Members  
**FROM:** Heather Richards, Planning Director  
**SUBJECT:** Resolution No. 2022-01, Annual Financial Report for the McMinnville Urban Renewal Agency, Fiscal Year Ended June 30, 2021

### STRATEGIC PRIORITY & GOAL:

 <p><b>ECONOMIC PROSPERITY</b> Provide economic opportunity for all residents through sustainable growth across a balanced array of traditional and innovative industry sectors.</p>	 <p><b>GROWTH &amp; DEVELOPMENT CHARACTER</b> Guide growth &amp; development strategically, responsively &amp; responsibly to enhance our unique character.</p>
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### Report in Brief:

This is the consideration of Resolution No. 2022-01, accepting the Annual Financial Report for the McMinnville Urban Renewal Agency for Fiscal Year Ended June 30, 2021, per Oregon Revised Statute 457.460.

### Background:

Oregon Revised Statute 457.460 requires that the McMinnville Urban Renewal Agency prepare an Annual Financial Report reporting resources, expenditures, activities, and impact to taxing districts for the previous fiscal year and file it with the governing municipality each year and notice provided in the newspaper of the annual financial report being available for review.

### Discussion:

After the Urban Renewal Board accepts the report, a public notice will be published in the News-Register twice advising the public on the availability of the annual report for review per ORS 457.460, and a copy will be sent to the administrator of each overlapping taxing district impacted by the Urban Renewal District.

### Attachments:

Resolution No. 2022-01  
McMinnville Urban Renewal Agency Annual Financial Report for Fiscal Year Ended June 30<sup>th</sup>, 2021

### Fiscal Impact:

There is no anticipated fiscal impact associated with this action.

### Recommendation:

Staff recommends approving Resolution No. 2022-01.

## RESOLUTION NO. 2022 - 01

A Resolution of the McMinnville Urban Renewal Board approving the Annual Financial Report for the McMinnville Urban Renewal Agency for Fiscal Year Ended June 30th, 2021, per Oregon Revised Statute 457.460.

### RECITALS:

**Whereas**, the City of McMinnville created an Urban Renewal Area in its downtown core and NE Gateway Area in 2013; and

**Whereas**, the Purpose of this plan was to assist in implementing the goals of the McMinnville Comprehensive Plan, the Third Street Streetscape Plan, and other planning documents, to help stimulate the economy, create a unique identify and sense of place, and to support local downtown businesses and development of the downtown and the NE Gateway area; and

**Whereas**, Per Oregon Revised Statute 457.460, the McMinnville Urban Renewal Agency must prepare and file an annual financial report with the governing body of the municipality no later than January 31 of each year.

### NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MCMINNVILLE, OREGON as follows:

1. That the attached (Exhibit A) Annual Financial Report for the McMinnville Urban Renewal Agency for Fiscal Year Ended June 30<sup>th</sup>, 2021 is hereby approved and filed with the City of McMinnville.
2. This Resolution will take effect immediately upon passage.

Adopted by the Board Members of the McMinnville Urban Renewal Agency at a regular meeting held the 8<sup>th</sup> day of February, 2022 by the following votes:

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

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

Approved this 8<sup>th</sup> day of February, 2022.

\_\_\_\_\_  
MAYOR

Approved as to form:

Attest:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
City Recorder

### EXHIBITS:

- A. Annual Financial Report for Fiscal Year Ended June 30<sup>th</sup>, 2021.

# ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30TH, 2021



GRANARY ROW, a new development under construction in the NE Gateway District funded in part by a McMinnville Urban Renewal Agency loan.

## McMinnville Urban Renewal Agency 2020 – 2021

This report fulfills the requirements, prescribed in ORS.457.460, for the filing of an annual report detailing the financial activity of an urban renewal area established in Oregon.

# Annual Financial Report for Fiscal Year Ended June 30th, 2021

## MCMINNVILLE URBAN RENEWAL AGENCY

### MCMINNVILLE URBAN RENEWAL AREA HISTORY

The City of McMinnville created an Urban Renewal Area (URA) in its downtown core and NE Gateway area in 2013. The purpose of this plan was to assist in implementing the goals of the McMinnville Comprehensive Plan, the Third Street Streetscape Plan, and other planning documents, to help stimulate the economy, create a unique identity and sense of place, and to support local downtown businesses and the development of the NE Gateway area. Urban renewal provides a method to fund projects and tools to help achieve these recommendations and goals.

### Goals

To effectively support the McMinnville Comprehensive Plan and other planning documents, the City of McMinnville formulated a series of Goals and Objectives to guide activities funded by, or related to the URA. The Goals and Objectives are listed in the Plan, and the goals are reiterated here:

Goal 1. Maintain a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the urban renewal implementation process.

Goal 2. Encourage the economic growth of the Area as the commercial, cultural, civic, and craft industry center for McMinnville.

Goal 3. Enhance the physical appearance of the district, create a pedestrian environment that encourages the development and redevelopment of active uses such as shopping and entertainment, and support commercial, civic, and craft industrial business activity.

#### DOWNTOWN COMMERCIAL CORE

The downtown commercial core should be a regional destination as well as the commercial center for the citizens of McMinnville. Its identity should enhance and preserve the qualities of the downtown, including its historic heritage, that make it an economically healthy, attractive, and unique environment for people to live, work, shop, and socialize.

#### NORTHEAST GATEWAY

The Northeast Gateway area should be a unique destination that reflects the authenticity of historic and current uses within the area – a place where things are crafted, experienced, and enjoyed, and a place for people to live, work, and play.

Goal 4. Encourage development of a transportation network that provides for safe and efficient multi-modal transportation for vehicles, pedestrians, and bicyclists, and encourages the redevelopment and development of parcels within the Area.

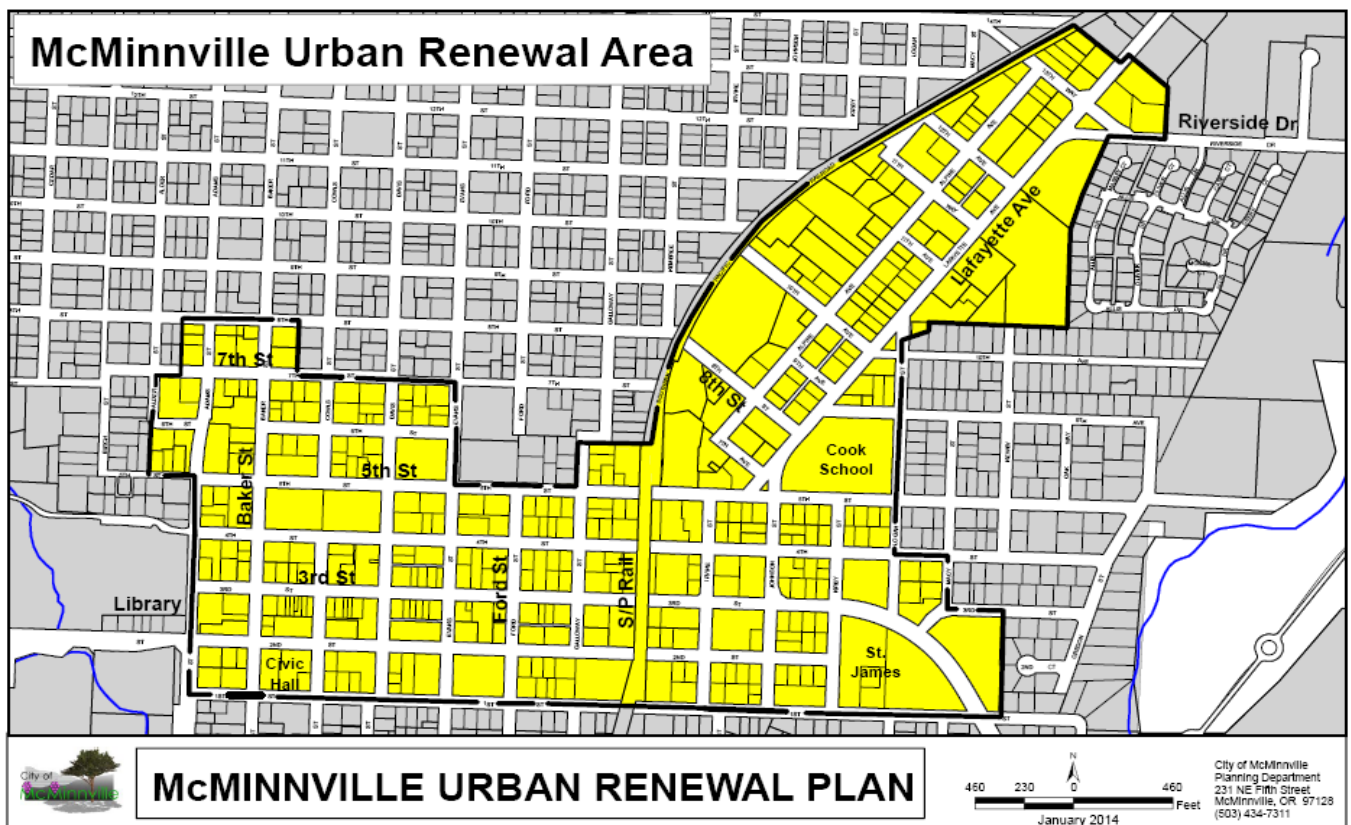
Goal 5. Provide necessary public and private facilities and utilities at levels commensurate with urban development. Public utilities should be extended in a phased manner, and planned and provided in advance of, or concurrent with, development.

Goal 6. Promote development of affordable, quality housing in the Area. Promote a residential development pattern that is compact and energy efficient, provides for an urban level of public and private services, and allows unique and innovative development techniques to be employed in residential designs.

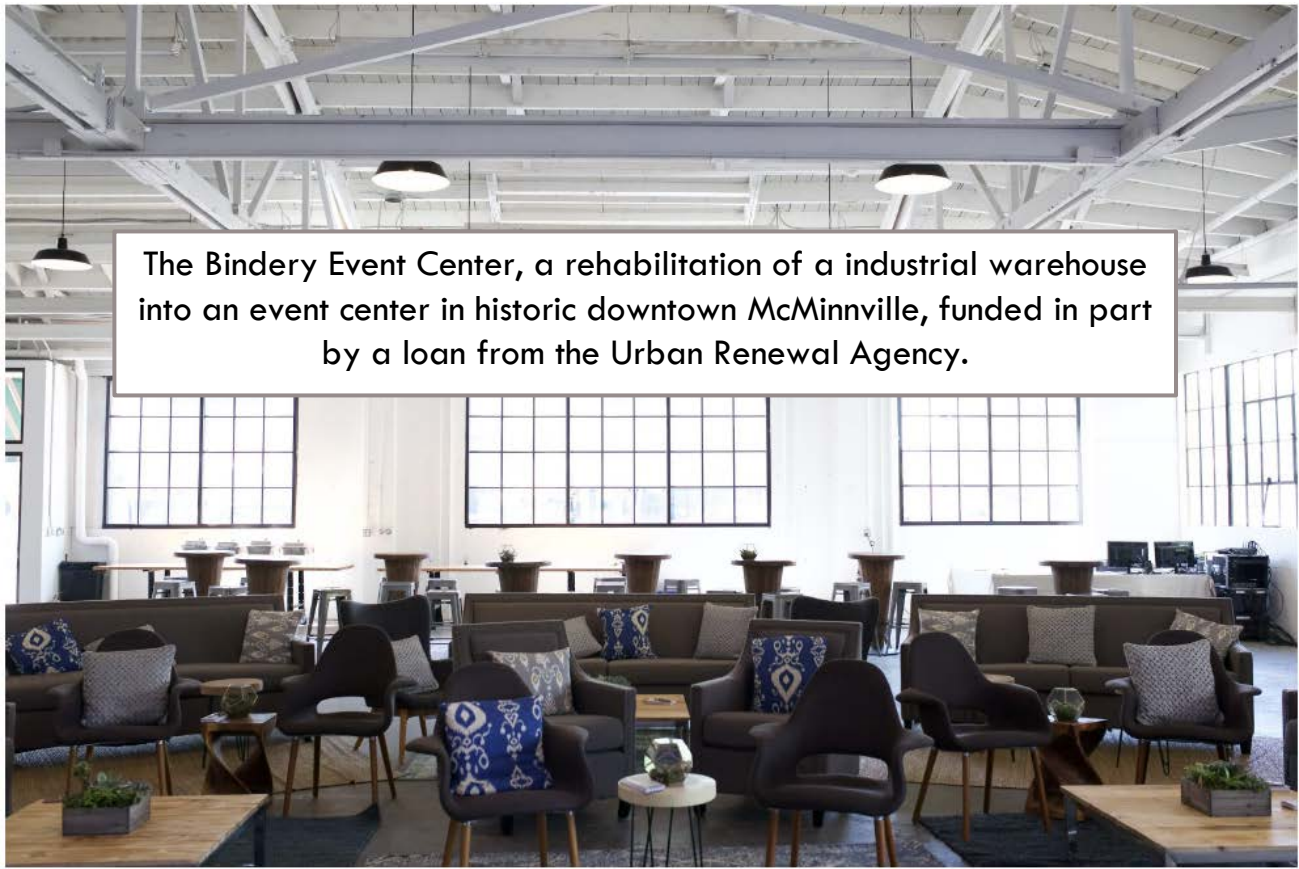
Goal 7. Enhance sites and structures of historical, cultural, and/or architectural significance.

Goal 8. Pursue development and redevelopment opportunities that will add economic, civic, educational, craft industry, and cultural opportunities for the citizens of McMinnville, economically strengthen the Area, and attract visitors to the Area.

A full copy of the McMinnville Urban Renewal Plan and Report can be found on the City of McMinnville website at [Urban Renewal | McMinnville Oregon](http://Urban Renewal | McMinnville Oregon), ([www.mcminnvilleoregon.gov/planning/page/urban-renewal](http://www.mcminnvilleoregon.gov/planning/page/urban-renewal)).







## FINANCIAL REPORTING

### Money Received

ORS 457.460 (a)

	Urban Renewal Fund	Debt Service Fund	Total
Resources			
Property Taxes - Current	--	\$399,845	\$399,845
Transfer In (from Debt Service Fund)	\$196,928	--	\$196,928
Interest income	\$1,987	\$2,445	\$4,432
Miscellaneous	\$8,551	\$519	\$9,070
<b>Total resources</b>	<b>\$207,467</b>	<b>\$402,808</b>	<b>\$610,275</b>

### Money Expended

ORS 457.460 (b)

	Urban Renewal Fund	Debt Service Fund	Total
<b>Expenditures</b>			
Third Street Streetscape Improvement Project	--	--	--
Development Assistance Program	\$148,629	--	\$148,629
Public Offstreet Parking	--	--	--
Administration	\$56,850	--	\$56,850
Transfer Out (to UR Fund)	--	\$196,928	\$196,928
Debt Service	--	\$187,293	\$187,293
<b>Total Expenditures</b>	<b>\$205,479</b>	<b>\$384,221</b>	<b>\$589,701</b>

### Long-term obligations

The Agency and the City entered into an intergovernmental agreement for the City to loan \$2,192,300 to the Agency for construction of the Alpine Avenue project. The Agency and City also have an intergovernmental agreement for the Agency to reimburse the City for Urban Renewal planning expenditures and accounts payable. The balance is being repaid over fifteen years as follows:

Fiscal year ending June 30	Principal	Interest	Total
2021	\$149,060	\$38,233	\$187,293
2022	\$152,120	\$35,177	\$187,297
2023	\$155,230	\$32,058	\$187,288
2024	\$158,420	\$28,875	\$187,295
2025	\$161,660	\$25,626	\$187,286
2025 – 2029	\$859,440	\$77,030	\$936,470
2030 – 2032	\$275,310	\$5,635	\$280,945
<b>Total</b>	<b>\$1,911,240</b>	<b>\$242,635</b>	<b>\$2,153,875</b>



## FISCAL YEAR 2021-2022

### Estimated Revenues

ORS 457.460 (c)

The estimated revenues for fiscal year 2021-2022, net of transfers, is \$450,200

### Proposed Budget for Current Fiscal Year 2021-2022

ORS 457.460 (d)

	Urban Renewal Fund	Debt Service Fund	Total
<b>Resources</b>			
Beginning Fund Balance	\$128,136	\$219,204	\$347,340
Property Taxes – Current	--	\$440,200	\$440,200
Property Taxes – Prior	--	\$6,000	\$6,000
Transfer In (from Debt Service Fund)	\$227,077	--	\$227,077
Interest income	\$5,050	\$4,000	\$9,050
Developer Loan Repayments	\$6,600	--	\$6,600
<b>Total resources</b>	<b>\$452,560</b>	<b>\$507,563</b>	<b>\$1,036,267</b>
<b>Expenditures</b>			
3rd Street Improvements	\$150,000	--	\$150,000
Development Assistance Program	\$100,000	--	\$100,000
Public Offstreet Parking	--	--	--
Housing	\$15,000	--	\$15,000
Downtown Master Plan	\$35,000	--	\$35,000
Administration	\$66,863	--	\$66,863
Debt service	\$	\$187,297	\$187,297
Transfer Out (to UR Fund)		\$227,077	\$227,077
Contingency	\$100,000	--	\$100,000
<b>Total Expenditures</b>	<b>\$366,863</b>	<b>\$514,374</b>	<b>\$881,237</b>
<b>Ending Fund Balance</b>	<b>--</b>	<b>\$155,030</b>	<b>\$155,030</b>

## Maximum Indebtedness

ORS 457.460 (e)

The maximum indebtedness established in 2013 for the McMinnville Urban Renewal Plan is \$30,000,000. The maximum indebtedness is the total amount of funds that can be spent on projects, programs and administration in the urban renewal are over the life of the urban renewal plan.

	Formal Indebtedness	Other Expenditures	TOTAL INDEBTEDNESS
<b>Authorized Maximum Indebtedness</b>			\$30,000,000
Administration, Projects, Plans		\$672,636	
Alpine Avenue (Chase)	\$2,192,300		
Design Work (City of McMinnville)	\$35,000		
<b>TOTAL</b>	<b>\$2,227,300</b>	<b>\$672,636</b>	<b>\$2,899,936</b>
<b>REMAINING INDEBTEDNESS</b>			<b>\$27,100,064</b>

## Impact on Taxing Districts

ORS 457.460 (f)

The revenues foregone by local taxing districts due to urban renewal are shown in the table below. This information is from Yamhill County Assessor records, Table 4e.

Once the urban renewal area is terminated, the taxing jurisdictions receive the full permanent rate of taxes. The McMinnville School District 40 and Willamette Regional ESD are funded through the State School Fund on a per pupil allocation. There is no direct impact of urban renewal on their funding. The State School Fund is funded through property tax allocations and other state resources.

Taxing District	Revenue Foregone Permanent Rate
Yamhill County	\$83,421
Yamhill County Extension Service	\$1,196
Yamhill County Soil & Water	\$897
McMinnville School District 40	\$134,199
Willamette Regional ESD	\$9,564
City of McMinnville	\$162,357
Chemeketa Library	\$2,392
Chemeketa Community College Before Bonds	\$20,025
<b>TOTAL</b>	<b>\$414,051</b>