

**Dundee Urban Renewal Agency**  
**Board Meeting Agenda**  
**June 16, 2019**



**6:45 pm**

**Meeting Teleconferenced**

Via Zoom Mobile App:

<https://us02web.zoom.us/j/87541485662>

Phone: 1-301-715-8592

Meeting ID: 875 4148 5662

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1. **Call to Order**
  2. **Public Comment:** Speakers will be allowed up to 5 minutes to speak after being recognized by the Chair.
  3. **Approval of Minutes:**
    - 3.1 **DURA Meeting October 15, 2019**
  4. **FY 2020-21 Budget Hearing**
  5. **Resolution No. 2020-05, Adopt FY 2020-21 Budget**
  6. **Agency Member Concerns**
  7. **Adjourn**

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 Rob Daykin, Executive Director at 503-538-3922.

**Dundee Urban Renewal Agency  
Board Meeting Minutes  
October 15, 2019**

**Call to Order**

Chair Russ called the meeting to order at 7:58 P.M. Present: David Russ, Ted Crawford, Patrick Kelly, Storr Nelson, Tim Weaver and Jeannette Adlong. Absent: Ted Crawford and Kristen Svicarovich. Staff members: Rob Daykin, Executive Director; Tim Ramis, City Attorney; and Greg Reid, City Engineer.

**Public Comment**

**Approval of Minutes**

A **motion** was made and seconded to approve the Dundee Urban Renewal Agency meeting minutes from June 19, 2018 and the Dundee Urban Renewal Agency meeting minutes from June 18, 2019. **The motion** passed unanimously.

**Agreement for Construction and Financing**

A **motion** was made and seconded to approve the loan agreement with the City of Dundee for sewer repairs and to authorize Chair Russ to sign. **The motion** passed unanimously.

**Agency Member Concerns**

None.

The Dundee Urban Renewal Agency meeting was adjourned at 8:02 pm.

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David Russ, Chair

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Rob Daykin, Executive Director

**NOTICE OF BUDGET HEARING**

A public meeting of the Dundee Urban Renewal Agency will be held on June 16, 2020 at 6:45 p.m. via video conference due to COVID-19 social distancing requirements. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Dundee Urban Renewal Agency Budget Committee. Any person may listen to and/or participate during the meeting by calling 1-301-715-8592, or using the Zoom mobile app: <https://us02web.zoom.us/j/87541485662>. The Meeting ID is: 875 4148 5662. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Dundee City Hall, 620 SW 5th Street, between the hours of 8:30 a.m. and 5:00 p.m. or online at [www.DundeeCity.org](http://www.DundeeCity.org). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Rob Daykin, Executive Director

Telephone: (503) 538-3922

Email: [rob.daykin@dundeecity.org](mailto:rob.daykin@dundeecity.org)

**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amount 2018-2019	Adopted Budget This Year 2019-2020	Approved Budget Next Year 2020-2021
Beginning Fund Balance/Net Working Capital		13,000	47,500
Federal, State and All Other Grants			
Revenue from Bonds and Other Debt			
Interfund Transfers			
All Other Resources Except Division of Tax & Special Levy	323	800	1,600
Revenue from Division of Tax	50,798	80,000	120,600
Revenue from Special Levy			
<b>Total Resources</b>	<b>51,121</b>	<b>93,800</b>	<b>169,700</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

Personnel Services			
Materials and Services	8,931	17,900	16,500
Capital Outlay			
Debt Service	25,000	75,900	153,000
Interfund Transfers			
Contingencies			
All Other Expenditures and Requirements			
Unappropriated Ending Fund Balance	17,190		200
<b>Total Requirements</b>	<b>51,121</b>	<b>93,800</b>	<b>169,700</b>

**FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM**

Urban Renewal Plan	51,121	93,800	169,700
FTE	0	0	0
<b>Total Requirements</b>	<b>51,121</b>	<b>93,800</b>	<b>169,700</b>
<b>Total FTE</b>	<b>0</b>	<b>0</b>	<b>0</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING**

The Dundee Urban Renewal Plan was adopted in April 2017 and FY 2018-2019 represents the first annual budget for the Plan. Outstanding debt represents a loan from the City of Dundee to the Dundee Urban Renewal Agency for the installation of conduit and vaults to accommodate future undergrounding of overhead telecom and cable utilities on Highway 99W.

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	
Other Bonds	\$0	
Other Borrowings	\$220,967	
<b>Total</b>	<b>\$220,967</b>	<b>\$0</b>

**URA RESOLUTION NO. 2020-05**

**A RESOLUTION OF THE DUNDEE URBAN RENEWAL AGENCY ADOPTING  
THE BUDGET FOR FY 2020-2021.**

**THE DUNDEE URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:**

Section 1. Be it resolved that the Board of Directors of the Dundee Urban Renewal Agency hereby adopts the budget for fiscal year 2020-2021 in the total amount of \$169,700 now on file at the Agency office, 620 SW 5<sup>th</sup> Street, Dundee, Oregon.

Section 2. Be it resolved that the amounts for the fiscal year beginning July 1, 2020 and for the purposes shown below are hereby appropriated:

<b>URBAN RENEWAL FUND</b>		
Materials & Services	\$ 16,500	
Debt Service	<u>153,000</u>	\$169,500
<b>Unappropriated Ending Fund Balance</b>		<u>200</u>
<b>Total Budget</b>		\$169,700

Section 3. Be it resolved that the Board of Directors of the Dundee Urban Renewal Agency hereby resolves to certify to the county assessor a request for the Dundee Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

**PASSED** this 16th day of June 2020.

**Approved:**

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Dave Russ, Chair

**Attest:**

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Rob Daykin, Executive Director