

5/14/18

AGENDA
CITY OF ROSEBURG/ROSEBURG URBAN RENEWAL AGENCY BUDGET COMMITTEE
CITY HALL COUNCIL CHAMBERS
900 SE DOUGLAS AVENUE, ROSEBURG
MAY 15, 2018 - 7:00 P.M.

Meetings will continue on May 16 and 17, 2018 as necessary.

Please advise the City Manager's Office (492-6866) if you will not be able to attend.

CALL TO ORDER Chair Knut Torvik

ROLL CALL

Mike Baker	Hannah Duncan	Patrice Sipos	Alison Eggers
Ken Fazio	Linda Fisher-Fowler	Ashley Hicks	Steve Kaser
Nick Marshall	John McDonald	Bryan Sykes	Brian Prawitz
Tom Ryan	Bob Scott	Knut Torvik	Andrea Zielinski

1. **APPROVAL OF MINUTES** – May 1, 2017

2. **STAFF PRESENTATIONS - FUND BUDGET REVIEW**

- A. General Fund
 - 1. Revenues (38)
 - 2. City Manager (40) City Manager Lance Colley
 - Finance (42) Finance Director Ron Harker
 - 3. I.T. (44)
 - 4. Community Development (46) Community Develop Dir Stuart Cowie
 - 5. Library (48) City Manager Lance Colley
 - 6. Public Works (50) Public Works Director Nikki Messenger
 - A. Engineering (50)
 - B. Administration (52)
 - C. Facility Maintenance (54)
 - D. Street Maintenance (56)
 - E. Streetlights (58)
 - F. Parks and Recreation (60)
 - 7. Municipal Court (64) Finance Director Ron Harker
 - 8. Police (66) Police Chief Jim Burge
 - 9. Fire (68) Fire Chief Gregg Timm
 - 10. Non-Departmental (70) Finance Director Ron Harker

Tentative Approval of the General Fund

- B. Special Revenue Funds
 - 1. Streetlights and Sidewalk (77) Public Works Director Nikki Messenger
 - 2. Bike Trail (80)
 - 3. Golf (82)
 - 4. Stewart Trust (88)
 - 5. Grant Special Revenue (72) Finance Director Ron Harker
 - 6. Hotel/Motel Tax (75)
 - 7. Economic Development (84)
 - 8. Library (86)

Tentative Approval of the Special Revenue Funds

- C. Debt Service Funds Finance Director Ron Harker
1. Debt Retirement Fund (90)
2. Pension Obligation Debt Service Fund (92)

Tentative Approval of the Debt Service Fund

- D. Capital Projects Funds
1. Equipment Replacement (101) Finance Director Ron Harker
2. Assessment Improvement (106)
3. Transportation Fund (94) Public Works Director Nikki Messenger
4. Park Improvement (98)
5. Facilities Replacement (108)

Tentative Approval of the Capital Projects Funds

- E. Enterprise Funds
1. Storm Drainage (111) Public Works Director Nikki Messenger
2. Airport (117)
3. Water Service (122)
4. Off-Street Parking (115) Finance Director Ron Harker

Tentative Approval of the Enterprise Funds

- F. Internal Service Fund (136) Human Resources Dir John VanWinkle
Tentative Approval of the Internal Service Fund

3. **AUDIENCE PARTICIPATION**

4. **APPROVAL OF CITY OF ROSEBURG BUDGET & APPROVAL OF TAX RATE**

Suggested motion: I move to approve and recommend City Council adoption of the proposed 2018/2019 City budget and approval of the tax rate at \$8.4774 per thousand.

5. **PRESENTATION OF URBAN RENEWAL BUDGET**

- A. General Fund (4) City Manager Lance Colley
B. Capital Projects (6)

6. **APPROVAL OF URBAN RENEWAL AGENCY BUDGET**

Suggested motion: I move to approve the Urban Renewal budget for the 2018/2019 fiscal year in the amount of \$9,188,833.

7. **GOOD OF THE ORDER**

8. **ADJOURNMENT**

**** AMERICANS WITH DISABILITIES ACT NOTICE ****

Please contact the City Recorder, Roseburg City Hall, 900 SE Douglas, Roseburg, OR 97470-3397 (phone 541-492-6866), at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Services at 1-800-735-2900.-

2018

**MINUTES OF THE MEETING OF THE CITY OF ROSEBURG/ROSEBURG
URBAN RENEWAL AGENCY BUDGET COMMITTEE
MAY 1, 2018**

Chair Knut Torvik called the City of Roseburg/Roseburg Urban Renewal Agency Budget Committee meeting to order at 7:00 p.m. on Tuesday, May 1, 2018, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Committee Members Present: Linda Fisher-Fowler, Ashley Hicks, John McDonald, Bob Scott, Knut Torvik, Alison Eggers, Steve Kaser, Andrea Zielinski, Bryan Sykes and Patrice Sipos.

Committee Members Absent: Mike Baker, Ken Fazio, Brian Prawitz, Nick Marshall, Hannah Duncan and Tom Ryan.

Others Present: City Manager Lance Colley, Finance Director Ron Harker, City Recorder Amy Sowa, Police Chief Jim Burge, Human Resources Director John VanWinkle, Public Works Director Nikki Messenger, Community Development Director Stuart Cowie, Mayor Larry Rich, Assistant Fire Chief Gary Garrisi, Police Sergeant Gary Klopfenstein, Police Sergeant Jeff Eichenbusch, Management Assistant Koree Tate and John Dickey of the News Review.

ELECTION OF OFFICERS

McDonald nominated Torvik to serve as Chair. Motion was seconded by Kaser and carried unanimously. Kaser nominated McDonald to serve as Vice-Chair, seconded by Hicks and carried unanimously.

APPROVAL OF MINUTES

Scott moved to approve the minutes of the May 9, 2017 Budget Committee meeting. Motion was seconded by Zielinski and carried unanimously.

PUBLIC HEARING - POSSIBLE USES OF STATE REVENUE SHARING FUNDS

At 7:02 p.m., Torvik opened the public hearing to take testimony regarding possible uses for State Revenue Sharing funds. Colley reported that the City is expected to receive approximately \$240,000 in unrestricted revenue sharing funds which are currently allocated to offset General Fund expenses. As no one else wished to speak, the hearing was closed at 7:03 p.m.

PRESENTATION OF CITY OF ROSEBURG BUDGET DOCUMENT AND MESSAGE

Colley presented the 2018-2019 proposed budget and Budget Message. Colley requested that Committee members e-mail him and Harker prior to the May 15, 2018 meeting with any questions that arise during their review of the document. The budget proposes spending more money than is received in revenues. However, the six year forecast shows this is sustainable because upon conclusion of the Urban Renewal District in 2019, an additional \$2+ million will come to the General Fund.

The proposed budget includes the addition of a Community Development Associate Planner and the addition of a Library Department. The additional Planner will help reallocate staff time to accommodate increased permits, buildable land inventory and projects. Council tasked Staff to develop a business plan and budget to open the facility in Roseburg as Roseburg Public

Library. The proposed budget will provide for a Director, a part-time children's librarian, a part-time volunteer coordinator and limited seasonal part-time staff.

The entire budget is proposed at \$69.57 million, up 8.3%. The General Fund is proposed at \$24,026,818 for a 4.1% increase over current year. The document presented also included the proposed Urban Renewal Agency budget. The District will expire September 2019 and during the next year approximately \$4.5 million in projects are scheduled for completion through the end of the District.

GOOD OF THE ORDER

Meeting adjourned at 7:58 p.m.

A handwritten signature in blue ink that reads "Koree Tate". The signature is written in a cursive, flowing style.

Koree Tate
Management Assistant