

ROSEBURG URBAN RENEWAL AGENCY
BOARD MEETING AGENDA
January 25, 2021



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1-22-2021

City Hall Council Chambers – Electronically via Zoom
(Immediately Following the 7:00 p.m. City Council meeting)

Electronic Meeting

Public Access:

City website at <https://www.cityofroseburg.org/your-government/mayor-council/council-videos>

Facebook Live at www.Facebook.com/CityofRoseburg

1. **CALL TO ORDER:** Larry Rich, Chairperson

2. **ROLL CALL OF BOARD MEMBERS**
Beverly Cole Bob Cotterell Sheila Cox Alison Eggers
Sheri Moothart Brian Prawitz Patrice Sipos Andrea Zielinski

3. **CONSENT AGENDA**
A. Minutes of June 8, 2020 Meeting
B. Resolution No. UR-2021-01 – Property Tax Exemption for UCAN Property Located at 1844 SE Douglas Avenue

4. **AUDIENCE PARTICIPATION**

5. **ADJOURNMENT**

Please contact the office of the City Recorder, 900 SE Douglas Avenue, Roseburg, Oregon, 97470; phone (541) 492-6866, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**MINUTES OF THE ROSEBURG
URBAN RENEWAL AGENCY BOARD MEETING
June 8, 2020**



A meeting of the Roseburg Urban Renewal Agency Board was called to order by Chair Larry Rich at 9:40 p.m. on Monday, June 8, 2020, in the Roseburg City Hall Council Chambers, 900 SE Douglas, Roseburg, Oregon.

ROLL CALL

Present: Board Members Beverly Cole, Bob Cotterell, Sheila Cox, Linda Fisher-Fowler, Ashley Hicks, Brian Prawitz, and Andrea Zielinski

Absent: Board Member Alison Eggers

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Prosecutor Jim Forrester, Human Resources Director John VanWinkle, Police Chief Gary Klopfenstein, Fire Chief Gary Garrisi, Finance Director Ron Harker, Community Development Director Stuart Cowie, Library Director Kris Wiley, Management Assistant Koree Tate and Kyle Bailey of KQEN Radio. Police Captain Jeremy Sanders and Management Assistant Autumn David were present at a secondary location for audience participation.

CONSENT AGENDA

Board Member Cotterell moved to approve the September 9, 2019 meeting minutes. The motion was seconded by Board Member Hicks and approved with the following vote: Board Members Cole, Cotterell, Cox, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

PUBIC HEARING – RESOLUTION NO. UR-2020-01, 2020-2021 BUDGET ADOPTION

Board Chair Rich opened the public hearing regarding the 2020-2021 Budget Adoption at 9:41 p.m. Mr. Harker reported the budget document was distributed to members of the Budget Committee on May 5, 2020. The budget document was made public by posting on the City website and by making available a hard copy at City Hall on May 5, 2020. The Urban Renewal budget document was presented by staff on May 12, 2020. The Budget Committee deliberated on the proposed budget, sought public input, and approved the budget as presented on May 12, 2020, with no adjustments.

As no one else wished to speak, Board Chair Rich closed the public hearing at 9:42 p.m. Board Member Cotterell moved to adopt Urban Renewal Resolution No. UR-2020-01, entitled, "A Resolution Adopting the 2020-2021 Budget and Making Appropriations," and declaring tax increment financing. The motion was seconded by Board Member Fisher-Fowler and approved with the following vote: Board Members Cole, Cotterell, Cox, Fisher-Fowler, Hicks, Prawitz and Zielinski voted yes. No one voted no.

ADJOURNMENT

The meeting adjourned at 9:43 p.m.



Koree Tate
Management Assistant

ROSEBURG URBAN RENEWAL AGENCY AGENDA ITEM SUMMARY



RESOLUTION APPROVING TAX EXEMPTION FOR UCAN PROPERTY LOCATED AT 1844 SE DOUGLAS AVENUE

Meeting Date: January 25, 2021
Department: Administration
www.cityofroseburg.org

Agenda Section: Consent
Staff Contact: Amy L. Sowa, City Recorder
Contact Telephone Number: 541-492-6866

ISSUE STATEMENT AND SUMMARY

The Roseburg Urban Renewal Agency received a letter of application from UCAN (United Community Action Network) requesting a tax exemption for low-income housing located at 1844 SE Douglas Avenue.

BACKGROUND

A. Board Action History.

None.

B. Analysis.

In 1999, the Roseburg City Council adopted a resolution approving a 20-year exemption to UCAN for the above referenced property. UCAN continues to operate this property as low-income housing and is requesting approval to continue the tax exemption for another twenty (20) years.

The exemption granted under the statutes noted above applies to all taxing districts in which the property is located, and must be approved by jurisdictions equaling 51% or more of the total combined rate of taxation. The combined rate of taxation of the City of Roseburg and Roseburg Urban Renewal Agency meet that requirement; therefore, the governing bodies of each must approve the request.

C. Financial/Resource Considerations.

The exemption for this property would have no new financial impact on the City as it would simply extend the previous exemption that was originally approved in 1999.

D. Timing Considerations.

UCAN submitted their letter of application on November 30, 2020. Pursuant to ORS 307.523, the governing body must take action within 60 days of receipt of the application for the exemption to take effect during the following tax assessment year. The deadline for the Council and Urban Renewal Agency to act is January 29, 2021. Following

adoption, a certified copy of an approved resolution from both agencies must be submitted to the Douglas County Assessor's Office.

BOARD OPTIONS

The Board has the option to:

- Adopt Resolution No. UR-2021-01 Approving a Property Tax Exemption for UCAN Property Located at 1844 SE Douglas Avenue.; or
- Request additional information; or
- Do nothing

STAFF RECOMMENDATION

Staff recommends the Board adopt Resolution No. UR-2021-01 Approving a Property Tax Exemption for UCAN Property Located at 1844 SE Douglas Avenue.

SUGGESTED MOTION

"I move to Adopt Resolution No. UR-2021-01 Approving a Property Tax Exemption for UCAN Property Located at 1844 SE Douglas Avenue."

ATTACHMENTS:

Attachment #1 – Resolution No. UR-2021-01

Attachment #2 – Letter from UCAN Requesting Tax Exemption

RESOLUTION NO. UR-2021-01

**A RESOLUTION APPROVING A PROPERTY TAX EXEMPTION FOR UCAN
PROPERTY LOCATED AT 1844 SE DOUGLAS AVENUE IN ROSEBURG, OREGON**

WHEREAS, Umpqua Community Action Network (UCAN), located at 280 Kenneth Ford Drive, Roseburg, Oregon has filed an application for real property tax exemption under Ordinance No. 2784; and

WHEREAS, The property to be benefitted by such exemption consists of an eight-unit apartment complex (four (4) studio apartments and four (4) one-bedroom apartments) known as Diamond Court Apartments used exclusively by low-income persons as defined by ORS 307.515; and

WHEREAS, The property is addressed as 1844 SE Douglas Avenue, Roseburg, Oregon, 97470, and legally identified as Parcel 2 of Land Partition No. 1998-0042 as recorded in "Record of Partition Plats" Deed Records of Douglas County, Oregon. The property is otherwise identified as Township 27 South, Range 05 West, Section 19AB, Tax Lot 3601, Tax Account Number 8631.05; and

WHEREAS, The applicant meets the criteria established under Ordinance No. 2784 and ORS 307.518 – 307.523.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE URBAN RENEWAL AGENCY OF THE CITY OF ROSEBURG that the above property as herein described qualifies for an exemption from property taxation for so long as it meets the criteria established under Ordinance No. 2784 and ORS 307.515 and 307.518 – 307.523 subject to the following condition:

The applicant shall agree to provide by July 1 of each calendar year, for so long as the exemption is requested, a financial report that contains a pro forma income statement in order to demonstrate that the applicant expends no more than ten (10) percent of its annual income from residential rentals for purposes other than providing residential rental property for low income persons.

**ADOPTED BY THE ROSEBURG URBAN RENEWAL AGENCY AT ITS REGULAR
MEETING ON THE 25th DAY OF JANUARY, 2021.**

Amy L. Sowa, City Recorder



November 30, 2020

Mr. Larry Rich
Chair-Roseburg Urban Renewal Agency
900 SE Douglas Avenue
Roseburg, Oregon 97470

Dear Mayor Rich:

On November 8th, 1999, the City of Roseburg adopted Resolution 99-15, finding that Diamond Court Apartments, located at 1844 SE Douglas Avenue, qualified for a 20-year exemption from property taxes. This exemption has since expired, and United Community Action Network is reapplying to obtain an exemption for said property. Because the property is located in Code Area 00475, it now requires not only an exemption from the City, but also by the Roseburg Urban Renewal Agency.

Diamond Court consists of 4 studio apartments and 4 1-bedroom apartments. The original exemption was granted because the property was designated for low income housing and affordable housing was difficult to find. That continues to be the case. The property has only been used for low income housing, and that is the planned use for the future.

The property is owned by United Community Action Network (UCAN) and NeighborWorks Umpqua (NWU) and managed by UCAN. It was developed with funds from the HOME Investment Partnership Program and Housing Trust Fund grants. These grants require that the property be used for low income housing for 41 years. There are certain requirements we have to adhere to stay in compliance with the terms of these grants:

- A. Grantee agrees that the project will be used for very low income persons, defined as persons at or below 50% of the county median income as published by the U.S. Department of Housing and Urban Development (HUD) for a period of 41 years.

"Creating Solutions to Poverty – Improving Lives in Our Community"

280 Kenneth Ford Drive, Roseburg, OR, 97470 (541) 672-3421 / PO Box 2380, Grants Pass, OR, 97528 (541) 956-4050

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- B. Low HOME Rents: Grantee agrees that for the term of these agreements, 100% of the units will have rent/utility charges which do not exceed allowable Low HOME Rents.

The need for low income housing continues to be extreme in Roseburg. We have an extensive waiting list for both studio and one-bedroom apartments. The following is rent information for Roseburg and these units:

Unit Type	2020 Fair Market Rent (eff. 7/1/20)	Low HOME Rent
Studio	\$699	\$547
1-bedroom	\$1,073	\$586

Because the need for low income housing is so great, UCAN and NWU would like to continue to offer these units to those in need. Even with the property tax exemption, we are subsidizing these rents. The property tax exemption is important to our ability to continue to offer this program.

This property continues to meet low income housing requirements that led the Roseburg City Council to grant an exemption from property taxes a little over 20 years ago. The high demand for low income housing has not abated. We ask that the City of Roseburg and the Roseburg Urban Renewal Agency approve our request for an exemption from property taxes for an additional twenty-year period so that the full exemption will be realized.

Sincerely,

Shaun Pritchard
UCAN Executive Director

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