

City of Brookings

MEETING AGENDA

URBAN RENEWAL ADVISORY COMMISSION

Thursday, July 14, 2011, 3:00pm

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

A. Call to Order

B. Roll Call

C. Acceptance of Minutes for:

1. May 3, 2011.

D. Discussion/Action Items

1. Review of the 2011-12 URA budget and 2010-11 expenditures.

E. Public Comments – Limit 5 minutes

F. Commissioners Comments

G. Items for Next Meeting

H. Adjourn

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with advance notification. Please contact 469-1102 if you have any questions regarding this notice.

City of Brookings

MEETING Minutes

URBAN RENEWAL ADVISORY COMMISSION

Tuesday, May 3, 2011

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

Call to Order

The meeting was called to order at 3:00pm.

Roll Call

Commissioners present: Chair Joyce Tromblee and Commissioners Dan Nachel, Rick Bishop Sadie Coberly and Bryan Tillung. Staff present: Executive Director Gary Milliman, Planning Director Dianne Morris and Parks Facilities Planner Code Erhart. Others present: Council Liaison Jake Pieper and Pete Chasar.

Approval of Minutes

The Commission approved the minutes for February 9, 2011.

Discussion/Action Items

Review design plan for the Hillside Pedestrian Oasis.

Planning Director Morris and Parks Facilities Planner Erhart presented the plan; Pete Chasar spoke briefly about the mural aspect. The Commission provided comments to Erhart regarding some of the design elements.

Commissioner Nachel moved, a second followed and the Commission voted unanimously to recommend the plan to the City Council for approval.

Commissioner Comments

Commissioner Coberly asked to have Commission goals placed on the next agenda and if the Commission engaged in fund raising activities. Executive Director Milliman said that fund raising was not an approved function of the Commission.

Commissioner Bishop asked to have a financial report at the next meeting and about the possibility of the Urban Renewal Agency participation in the funding of the Welcome Sign. Milliman pointed out that the sign is not in the Urban Renewal area, but would be discussed at the May 19, Budget Committee meeting.

Items for Next Meeting

- Urban Renewal Agency 2011-12 budget and availability of funds for projects.
- Review/develop Commission goals.

Adjourn

The meeting was adjourned at 3:45pm.

Respectfully submitted,

_____ (Approved at _____ meeting).

_____ (Chair or Vice Chair)

Print Name and Title.

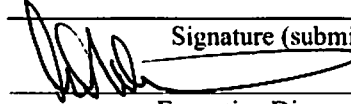
CITY OF BROOKINGS

URBAN RENEWAL ADVISORY COMMITTEE

AGENDA REPORT

Meeting Date: July 14, 2011

Originating Dept: Admin Services

 Signature (submitted by)
Executive Director Approval

Subject: Urban Renewal Financials and Budget

Background/Discussion:

Attached is the 2010-11 (through May 31) expenditure report for the Urban Renewal Agency and the fiscal year, 2011-12 budget.

Administrative Services Director Janell Howard will be present at the meeting to discuss these reports.

Attachment(s):

- a. 2010-11 expenditures
- b. 2011-12 budget

CITY OF BROOKINGS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2011

URBAN RENEWAL AGENCY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	REMAINING BUDGET	PCNT
<u>GENERAL</u>					
75-10-5005 SALARIES & WAGES	.00	.00	.00	.00	.0
75-10-5010 OVERTIME	.00	.00	.00	.00	.0
75-10-5015 PERS	.00	.00	.00	.00	.0
75-10-5020 FICA	.00	.00	.00	.00	.0
75-10-5025 HEALTH INSURANCE	.00	.00	.00	.00	.0
75-10-5030 WORKERS' COMPENSATION	.00	.00	.00	.00	.0
75-10-5035 UNEMPLOYMENT	.00	.00	.00	.00	.0
75-10-6030 OPERATING SUPPLIES	.00	.00	.00	.00	.0
75-10-6080 AGENCY MANAGEMENT	.00	.00	50,000.00	50,000.00	.0
75-10-6090 CONTRACT SERVICES	6,970.21	216,271.47	105,000.00	(110,271.47)	205.0
75-10-6115 INSURANCE/BONDS	.00	.00	.00	.00	.0
75-10-6120 TRAINING/TRAVEL	.00	.00	.00	.00	.0
75-10-7005 IMPROVEMENTS	.00	371.00	28,900.00	28,529.00	1.3
75-10-7020 EQUIPMENT	.00	.00	.00	.00	.0
75-10-7025 CONSTRUCTION	.00	1,463,391.21	2,471,495.00	1,008,103.79	59.2
75-10-8005 PRINCIPAL PAYMENTS	.00	.00	.00	.00	.0
75-10-8010 INTEREST PAYMENTS	.00	.00	.00	.00	.0
75-10-8505 GENERAL FUND SUPPORT	.00	.00	.00	.00	.0
75-10-8530 TRANSFER OUT-DEBT SERVICE FUND	.00	.00	236,188.00	236,188.00	.0
75-10-9200 CONTINGENCY	.00	.00	.00	.00	.0
75-10-9300 UNAPPROPRIATED ENDING FUND BAL	.00	.00	.00	.00	.0
TOTAL GENERAL	6,970.21	1,679,033.68	2,891,583.00	1,212,549.32	58.1
<u>DEPARTMENT 20</u>					
75-20-7020 EQUIPMENT	.00	.00	.00	.00	.0
TOTAL DEPARTMENT 20	.00	.00	.00	.00	.0
<u>DEPARTMENT 22</u>					
75-22-8085 LEGAL/ADMINISTRATIVE SERVICES	.00	.00	.00	.00	.0
75-22-8005 PRINCIPAL PAYMENTS	.00	.00	.00	.00	.0
75-22-8010 INTEREST PAYMENTS	.00	.00	.00	.00	.0
TOTAL DEPARTMENT 22	.00	.00	.00	.00	.0
<u>DEPARTMENT 24</u>					
75-24-9250 RESSTRICED RESERVES	.00	.00	.00	.00	.0
TOTAL DEPARTMENT 24	.00	.00	.00	.00	.0

CITY OF BROOKINGS
URBAN RENEWAL AGENCY FUND

SECOND PRECEDING YR 2008-08	FIRST PRECEDING YR 2008-10	ADOPTED BUDGET YR 2010-11	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2011-12 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	2,430,000	NET WORKING CAPITAL	75-09-4810	480,000		
8,005	17,241	15,000	PROPERTY TAX PRIOR - UR	75-01-4010	20,000		
19,045	37,980	5,000	INTEREST INCOME	75-08-4115	2,000		
0	5	0	OTHER REVENUE	75-08-4140	0		
3,400,000	0	0	PROCEEDS FROM BOND ISSUES/LOAN	75-08-4210	0		
378,712	438,781	441,583	PROPERTY TAX CURRENT - UR	75-01-4005	481,345		
3,804,763	495,007	2,891,583	SUBTOTAL		983,345		
3,804,763	495,007	2,891,583	TOTAL RESOURCES		983,345		
<u>GENERAL</u>							
MATERIALS AND SERVICES:							
2,780	807	0	OPERATING SUPPLIES	75-10-6030	0		
0	88,591	50,000	AGENCY MANAGEMENT	75-10-6080	50,000		
32,414	255,827	105,000	CONTRACT SERVICES	75-10-6080	20,000		
35,183	345,025	155,000	TOTAL MATERIAL AND SERVICES		70,000		
CAPITAL OUTLAY:							
51,887	500	28,900	IMPROVEMENTS	75-10-7005	43,900		
279,472	973,282	2,471,485	CONSTRUCTION	75-10-7025	543,315		
331,359	973,782	2,500,395	TOTAL CAPITAL OUTLAY		587,215		
TRANSFERS OUT:							
50,682	0	0	GENERAL FUND SUPPORT	75-10-8505	0		
540,000	280,314	238,188	TRANSFER OUT-DEBT SERVICE FUND	75-10-8530	308,130		
590,682	280,314	238,188	TOTAL TRANSFERS OUT		308,130		
957,215	1,809,131	2,891,583	TOTAL GENERAL		983,345		
957,215	1,809,131	2,891,583	TOTAL FUND EXPENDITURES		983,345		

CITY OF BROOKINGS
URBAN RENEWAL AGENCY DEBT

SECOND PRECEDING YR 2008-09	FIRST PRECEDING YR 2008-10	ADOPTED BUDGET YR 2010-11	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2011-12 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	380,000	NET WORKING CAPITAL	76-09-4910	340,000		
8,285	1,637	2,000	INTEREST INCOME	76-08-4115	1,000		
8,285	1,637	382,000	SUBTOTAL		341,000		
			FUND TRANSFER IN:				
540,000	290,314	236,188	TRANSFER IN - URBAN RENEWAL	76-09-4571	306,130		
540,000	290,314	236,188	TOTAL TRANSFERS IN		306,130		
548,285	291,951	618,188	TOTAL RESOURCES		647,130		
			DEBT SERVICE				
			DEBT SERVICE:				
110,000	110,000	130,000	PRINCIPAL PAYMENTS	76-22-8005	165,000		
135,994	153,257	148,188	INTEREST PAYMENTS	76-22-8010	142,130		
245,994	263,257	278,188	TOTAL DEBT SERVICE		307,130		
0	0	340,000	CONTINGENCIES/UNAPPROPRIATED: RESTRICTED RESERVES	76-22-9250	340,000		
0	0	340,000	TOTAL CONTINGENCIES/UNAPPROPRIATE		340,000		
245,994	263,257	618,188	TOTAL DEBT SERVICE		647,130		
245,994	263,257	618,188	TOTAL FUND EXPENDITURES		647,130		