

# Cheadle Lake Urban Renewal District

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a component of



## Adopted Budget & Financial Plan

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2018 - 2019



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# Budget Committee Members

## MAYOR

Paul R. Aziz

## LEBANON CITY COUNCIL

Wayne Rieskamp  
Robert Furlow  
Rebecca Grizzle  
Floyd Fisher  
Jason Bolen  
Bob Elliott

## CITIZENS APPOINTED

Lance Caddy  
Josh Port  
Virginia Cloyd  
Kim Ullfers  
Todd Gestrin  
Vacant

## ADMINISTRATIVE STAFF

City Manager: Gary Marks  
Chief of Police: Frank Stevenson  
City Attorney: Trë Kennedy  
City Clerk: Linda Kaser  
Community Development Director: Walt Wendolowski  
Human Resources Director: Debi Shimmin  
Finance Director: Matt Apken  
Information Services Director: Brent Hurst  
Library Services Director: Kendra Antila  
Senior Services Director: Kindra Oliver  
Engineering Services Director: Ron Whitlatch  
Maintenance Division Director: Jason Williams

**Cheadle Lake Urban Renewal District  
FY 2018/19 ADOPTED ANNUAL BUDGET**

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# FY 2018-19 Budget Message

## INTRODUCTION

We, the Agency Manager and the Budget Officer for the Cheadle Lake Urban Renewal Agency, a component unit of the City of Lebanon, respectfully submit the following budget for the Fiscal Year July 1, 2018 to June 30, 2019. Even with the significant challenge of matching expenses with forecast revenues, the fund is balanced.

## SIGNIFICANT HIGHLIGHTS

- Agency contingencies decreased by \$62,653 to \$45,088 down from \$107,741 in FY 2017/18.
- There is \$615,000 to be spent in capital outlay in the upcoming fiscal year.
- Debt Service payments stay relatively the same.

## OVERVIEW

The Cheadle Lake Urban Renewal Agency's Adopted Budget is \$1,138,986. The table below shows the overall changes in the budget from the prior year.

	<b>FY 2017/18</b>	<b>FY 2018/19</b>	<b>% Change</b>
Cheadle Lake Urban Renewal Budget	\$3,792,500	\$1,138,986	(69.97%)

This amount is \$2,653,514 less than the budget for FY2017/18, and represents a 69.97 percent decrease. The decrease is mainly due to the following; \$2,585,000 decrease in capital projects and a decrease in contingencies by \$62,653. Other budget categories remained pretty consistent.

We extend our sincere thanks to the Budget Committee members for serving our community by being a part of this vital committee. We earnestly solicit your input as we strive to create a budget that is fiscally responsible while also meeting the Council's goals and the community's needs.

The budget is not only a spending plan, but a policy statement. As such, it outlines the priorities of the City and the Council. It outlines activities, service levels and projects for the coming fiscal year and beyond. Thoughtful participation in the budgeting process helps assure a budget that best reflects the values of the community.

This budget is presented to the Agency Officials, Budget Committee and the community for their review and consideration for the Agency's operations, services, projects and programs in Fiscal Year 2018/19.

Respectfully submitted,

*Gary B. Marks*

Gary B. Marks  
Agency Manager

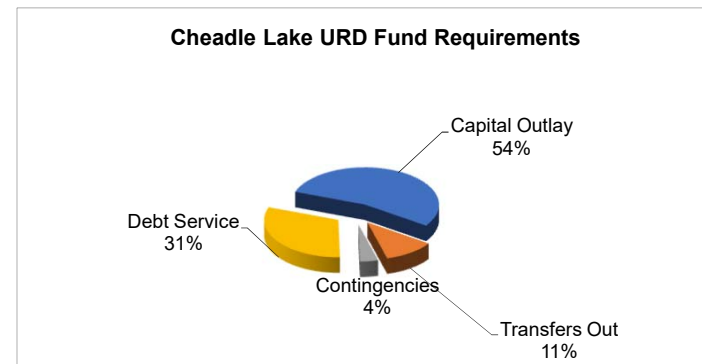
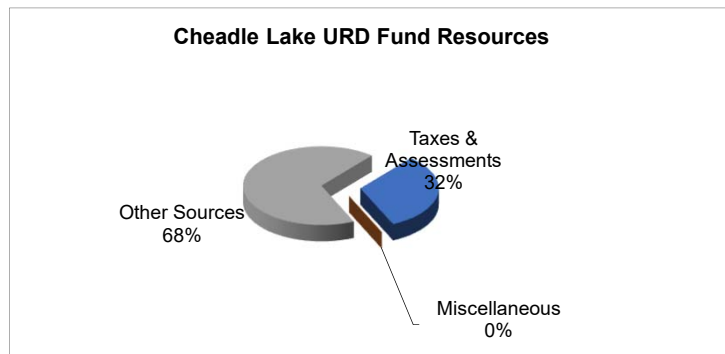
*Matt Apken*

Matt Apken  
Finance Director

**CHEADLE LAKE URBAN RENEWAL DISTRICT  
Adopted for the Fiscal Year 2018-19**

<b>RESOURCES</b>	
Taxes & Assessments	\$ 365,000
Licenses & Permits	-
Fines & Forfeits	-
Intergovernmental	-
Charges for Services	-
Miscellaneous	1,000
Transfers In	-
Other Sources	772,986
Internal Charges	-
<b>Total Resources</b>	<b>\$ 1,138,986</b>

<b>REQUIREMENTS</b>	
Personal Services	\$ -
Materials & Services	-
Capital Outlay	615,000
Transfers Out	127,052
Contingencies	45,088
Debt Service	351,846
Unappropriated	-
	<b>\$ 1,138,986</b>



**Adopted Requirements by Department and Type**

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	<b>Adopted Budget</b>	Percent of Fund Budget
935-Cheadle Lake URD	\$ -	\$ -	\$ 615,000	\$ 127,052	\$ 45,088	\$ 351,846	\$ -	<b>\$ 1,138,986</b>	100.00%
<b>Fund Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 615,000</b>	<b>\$ 127,052</b>	<b>\$ 45,088</b>	<b>\$ 351,846</b>	<b>\$ -</b>	<b>\$ 1,138,986</b>	100.00%
<b>Percent of Cheadle Lake URD Fund</b>	<b>0.00%</b>	<b>0.00%</b>	<b>54.00%</b>	<b>11.15%</b>	<b>3.96%</b>	<b>30.89%</b>	<b>0.00%</b>	<b>100.00%</b>	

# **Urban Renewal District**

## **Cheadle Lake Urban Renewal District-935**

### **Purpose**

The Cheadle Lake Urban Renewal District (URD) provides the budget authority for administration of the funds collected from the URD. In 2000, the City established the Cheadle Lake Urban Renewal District. The purpose of the district is to provide for development of infrastructure to serve a blighted area of Lebanon generally located North of Cheadle Lake.

### **Debt Service**

In FY2016/17 \$4,000,000 of debt was issued in support of the Airport Road extension, Russel drive, water treatment plant and porter park projects.

### **FY2018-2019 Objective**

The objective of the Cheadle Lake Urban Renewal District (URD) is to provide an accounting for funds collected from URD, make payments on all authorized debt issues and accomplish projects as listed in the URD master plan.

### **FY2018-2019 Staffing**

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.



**City of Lebanon, OR**  
**Budget Report FY 2018-19**

<b>Account</b>	<b>Description</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Estimated</b>	<b>2019 Proposed</b>	<b>2019 Approved</b>	<b>2019 Adopted</b>
<b>935</b>	<b>CHEADLE LAKE URD</b>							
<b>R1</b>	<b>Rev.-Taxes &amp; Assess</b>							
935-000-47010	Current Property Taxes	344,041	373,104	412,000	335,000	360,000	360,000	360,000
935-000-47020	Delinquent Prop Taxes	8,470	9,429	5,000	7,000	5,000	5,000	5,000
935-000-48101	Interest On Taxes	1,903	-	-	-	-	-	-
	<b>Rev.-Taxes &amp; Assess Totals:</b>	<b>354,414</b>	<b>382,533</b>	<b>417,000</b>	<b>342,000</b>	<b>365,000</b>	<b>365,000</b>	<b>365,000</b>
<b>R6</b>	<b>Rev.-Miscellaneous</b>							
935-000-48100	Interest On Investment	1,488	8,223	500	21,074	1,000	1,000	1,000
	<b>Rev.-Miscellaneous Totals:</b>	<b>1,488</b>	<b>8,223</b>	<b>500</b>	<b>21,074</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>R8</b>	<b>Rev.-Other Sources</b>							
935-000-42030	Bond Sale Proceeds	-	4,232,723	-	-	-	-	-
935-000-49901	Beginning Balance	819,591	143,651	3,375,000	3,520,518	772,986	772,986	772,986
	<b>Rev.-Other Sources Totals:</b>	<b>819,591</b>	<b>4,376,374</b>	<b>3,375,000</b>	<b>3,520,518</b>	<b>772,986</b>	<b>772,986</b>	<b>772,986</b>
	<b>REVENUES TOTALS:</b>	<b>1,175,493</b>	<b>4,767,130</b>	<b>3,792,500</b>	<b>3,883,592</b>	<b>1,138,986</b>	<b>1,138,986</b>	<b>1,138,986</b>

**City of Lebanon, OR**  
**Budget Report FY 2018-19**

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed	2019 Approved	2019 Adopted
<b>935</b>	<b>CHEADLE LAKE URD</b>							
<b>E2</b>	<b>Exp.-Materials &amp; Services</b>							
935-935-61013	Audit Expense	40	-	-	-	-	-	-
935-935-61130	Contract Services	-	8,954	-	-	-	-	-
	<b>Exp.-Materials &amp; Services Totals:</b>	<b>40</b>	<b>8,954</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>E3</b>	<b>Exp.-Capital Outlay</b>							
935-935-72300	Improvements	58,791	904,771	-	25,000	-	-	-
935-935-72301	Improvements-Bond Proceeds	-	-	3,200,000	2,600,000	615,000	615,000	615,000
	<b>Exp.-Capital Outlay Totals:</b>	<b>58,791</b>	<b>904,771</b>	<b>3,200,000</b>	<b>2,625,000</b>	<b>615,000</b>	<b>615,000</b>	<b>615,000</b>
<b>E4</b>	<b>Exp.-Transfers Out</b>							
935-935-90010	To General Fund	19,792	18,755	11,645	11,645	11,647	11,647	11,647
935-935-90011	To General Fund-Sal/Ben	55,319	74,658	122,114	122,114	115,405	115,405	115,405
935-935-90027	To Info System Service-542	6,413	5,634	-	-	-	-	-
935-935-90028	To Custodial & Bldg Maint-545	533	1,495	-	-	-	-	-
	<b>Exp.-Transfers Out Totals:</b>	<b>82,057</b>	<b>100,542</b>	<b>133,759</b>	<b>133,759</b>	<b>127,052</b>	<b>127,052</b>	<b>127,052</b>
<b>E5</b>	<b>Exp.-Contingencies</b>							
935-935-80005	Operating Contingency	-	-	107,741	-	45,088	45,088	45,088
	<b>Exp.-Contingencies Totals:</b>	<b>-</b>	<b>-</b>	<b>107,741</b>	<b>-</b>	<b>45,088</b>	<b>45,088</b>	<b>45,088</b>
<b>E6</b>	<b>Exp.-Debt Service</b>							
935-935-95501	Loan Principal	291,597	-	151,000	225,542	236,439	236,439	236,439
935-935-95601	Loan Interest	-	-	200,000	126,305	115,407	115,407	115,407
	<b>Exp.-Debt Service Totals:</b>	<b>291,597</b>	<b>-</b>	<b>351,000</b>	<b>351,847</b>	<b>351,846</b>	<b>351,846</b>	<b>351,846</b>
	<b>EXPENDITURES TOTALS:</b>	<b>432,485</b>	<b>1,014,267</b>	<b>3,792,500</b>	<b>3,110,606</b>	<b>1,138,986</b>	<b>1,138,986</b>	<b>1,138,986</b>
	<b>FUND REVENUES</b>	<b>1,175,493</b>	<b>4,767,130</b>	<b>3,792,500</b>	<b>3,883,592</b>	<b>1,138,986</b>	<b>1,138,986</b>	<b>1,138,986</b>
	<b>FUND EXPENSES</b>	<b>432,485</b>	<b>1,014,267</b>	<b>3,792,500</b>	<b>3,110,606</b>	<b>1,138,986</b>	<b>1,138,986</b>	<b>1,138,986</b>
	<b>CHEADLE LAKE URD Totals:</b>	<b>743,008</b>	<b>3,752,863</b>	<b>-</b>	<b>772,986</b>	<b>-</b>	<b>-</b>	<b>-</b>

**PROGRAM EXPENDITURE DETAIL SHEET**

FUND: 935 - CHEADLE URBAN RENEWAL  
DEPARTMENT: CHEADLE LAKE URBAN RENEWAL DISTRICT

	<b><u>SUB-LINE ITEM TOTAL</u></b>	<b><u>LINE TOTAL</u></b>
<b><u>MATERIALS &amp; SERVICES</u></b>		
61130 CONTRACT SERVICES-Bond Cost	-	-
 <b><u>CAPITAL OUTLAY</u></b>		
72301 IMPROVEMENTS (ENG) Porter Park/Community Gardens	615,000	<b>615,000</b>
 <b><u>INTERFUND TRANSFERS</u></b>		
90010 TO GENERAL FUND	11,647	<b>11,647</b>
90011 TO GENERAL FUND SALARY/BENEFITS	115,405	<b>115,405</b>
 <b><u>DEBT SERVICE:</u></b>		
<b>2017 DEBT SERVICE</b>		
95501 Principal	236,439	
95601 Interest	115,407	<b>351,846</b>