

**SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY  
BUDGET COMMITTEE MEETING**

Tuesday, May 1, 2012, 5:30 p.m.

Library Meeting Room,  
Springfield City Hall  
225 Fifth Street  
Springfield, Oregon

**AGENDA**

- |                                 |                                   |            |
|---------------------------------|-----------------------------------|------------|
| <b>A.) CALL TO ORDER</b>        | Current SEDA Chair, Hillary Wylie |            |
| <b>B.) ROLL CALL</b>            | Chair                             | 2 minutes  |
| <b>C.) ELECTION OF OFFICERS</b> | Chair                             | 3 minutes  |
| <b>D.) NEW BUSINESS</b>         |                                   |            |
| 1. Opening Comments             | Bob Duey                          | 5 minutes  |
| 2. Budget Message               | Jeff Towery & John Tamulonis      | 10 minutes |
| 3. Public Comment               |                                   | 5 minutes  |
| 4. Deliberations                | All                               | 5 minutes  |
| 5. Approval of Budget           | All                               | 5 minutes  |
| <b>F.) ADJOURN</b>              |                                   |            |

**ATTACHMENTS**

- 1.) Springfield Economic Development Agency (SEDA) Proposed Budget
- 2.) Springfield Economic Development Agency (SEDA) Motions Explained



Proposed Budget  
For the

# SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY

Fiscal Year 2013



## MEMORANDUM

## SEDA BUDGET COMMITTEE

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**To:** SEDA Budget Committee  
**From:** John Tamulonis, CD Manager and SEDA Staff Liaison  
**Date:** April 25, 2012  
**Subject:** FY2013 Budget Message for Springfield Economic Development Agency

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The Springfield Economic Development Agency (SEDA) is the Urban Renewal Agency for the City of Springfield that oversees both the 21-year Glenwood Urban Renewal Plan (GURP) started January 1, 2005 after adoption by City Council and Lane County, and the Downtown Urban Renewal Plan (DURP) started in January 1, 2008 after adoption by City Council.

The **Glenwood Urban Renewal Plan** (GURP) provides a financial framework for redeveloping the Glenwood area for industrial, commercial and residential uses by correcting blighted conditions and providing public infrastructure and programs to foster redevelopment. The proposed GURP FY2013 budget continues the initial strategies the SEDA Board set in 2005 and expands on infrastructure projects to ensure long-term viability of Glenwood's economic development:

1. Industrial development and redevelopment
2. Assessing and fostering new developer interest and opportunities for SEDA to assist with projects in the Glenwood Riverfront Plan area and for public infrastructure systems, and
3. Providing funding for the Environmental Analysis (EA) and planning for the City's proposed improvements to Franklin Boulevard to launch redevelopment and implement the updated Glenwood Refinement Plan along this important corridor.

Local developers have indicated potential private redevelopment projects for Glenwood and the importance of having Franklin Boulevard improved and updated Refinement Plan in place. Updated land uses and new street networks north of Franklin Boulevard are needed to meet the community's growth and changes in the economy. SEDA also sees these as key to launching the redevelopment of Glenwood's Riverfront area, targeting public investment in infrastructure, and attracting and leveraging private investments. Industrial development has been slow and mostly awaits an economic upturn or the eventual completion of combining Phase 2 & 3 of the Glenwood Refinement Plan Update.

SEDA has committed funding for the Economic Analysis of proposed improvements to Franklin Boulevard as a 'federalized' project that, once the study is completed, could allow and provide for federal funding opportunities and help projects with access prior to full Franklin Boulevard improvements.

One of SEDA's interests has been to acquire property and easements to start the public storm water system and protect waterways and wetlands. With the SEDA purchase of three properties near Interstate 5, there will be the first portions of a passive public storm water system needed for Glenwood's industrial redevelopment. The SEDA Board has, since the outset of the Plan, been interested in modest property investments that help industrial and mixed use development

opportunities. These westerly properties will also help the I-5 Willamette River construction. Parcel remnants are being offered for sale in FY2012 to private developers that could enable subsequent development and recover funds for SEDA's further investments.

SEDA's estimated actual FY2012 tax increment revenues for Glenwood Urban Renewal Plan (GURP) are projected to be down from budgeted estimates and do not require any significant changes in the proposed activities in FY2012 because of generous contractual budgeting to allow for potential projects. When combined with other resources, including funds borrowed from the City and other private resources, the scheduled projects and other efforts will see substantial progress at this relatively early stage, with private development awaiting Refinement Plan adoption. SEDA's estimated FY2013 tax increment revenues for GURP should be slightly above FY2012 estimated actual revenues, with the likely additional but not-readily-estimated increase arising from a major development no longer exempt in the Enterprise Zone Program.

- In the SEDA Glenwood General Fund – FY2012 saw allocated funds for the following projects:
  - Studies (Wetlands and Riparian areas on City-, private, and Lane County-owned areas) to assist the disposition of a portion of the former DAS property near the State Motor Pool on Franklin and the continued lease of City property (through September 2014) to Hamilton Construction in building the new I-5 Bridge;
  - Preparing for property acquisition through appraisals and environmental studies to allow acquisition of properties (allowing acquisition of one parcel & building along the potential Franklin Boulevard right-of way);
  - The Glenwood Refinement Plan Update 1 was funded through SEDA, with the Phase I Refinement Plan Update completed; reviewed and approved by the Joint City/Lane County Planning Commissions; processed through joint public hearings and discussions by City Council and Lane County Commissioners; and heading to eventual adoption by Springfield and Lane County. (Phase 2/3 of the Update will be combined with the base information begun during the latter part of FY2012 in preparation for future completion of the Refinement Plan for the interior residential areas and industrial areas along I-5/Glenwood Boulevard/Nugget Way/19th & 22nd Avenues.
  
- As the Plan update ends for Phase 1 in FY2012, SEDA funding of planning/public works staff ends also, consistent with the Mayor's State of the City address.

For the Downtown Urban Renewal Plan (DURP), SEDA's estimated actual FY2012 tax increment revenues are up slightly from budgeted amounts. These funds combined with other resources allow progress in either completing or beginning work on nearly all the items identified in implementing the Downtown Design Plan (adopted in September 2010). Additional activities and projects may emerge through contractual activities from the continued work and energy of the Downtown Advisory Committee; the emergence of programs and projects for implementing wayfinding; and for NEDCO and its Main Street Program; Sprout! (a developing year-round farmers market, commissary kitchen, business assistance); and other programs, like façade improvement, for example.

- In the SEDA Downtown General Fund – FY12 saw funds allocated for the following projects:

- Implementing the Downtown Design Plan for initial work on
  - Evaluating Downtown transportation modifications with the results going to Council for further direction in late spring and
  - Starting to implement the Parking Study by specifying on-street parking modifications for consistency and clarity and readying construction bid documents.
  
- Sustainable Cities Year project funding for
  - A series of studies in conjunction with the University of Oregon for the Booth-Kelly Center and potential re-use of the buildings and land around them to enhance their long-term economic contribution to the Downtown redevelopment and
  - Wayfinding analyses and recommendations for improving signage to and for Downtown destinations and attractions as part of a city-wide wayfinding project.

**Springfield Urban Renewal Agency  
FY2012-2013 Proposed Budget  
All Funds**

<b>Account</b>	<b>FY10 Actual</b>	<b>FY11 Actual</b>	<b>FY12 Adopted</b>	<b>FY13 Proposed</b>
<b><u>Resources</u></b>				
Current Taxes	504,601	438,753	445,000	460,000
Delinquent Taxes	11,735	14,969	12,000	9,000
Electric Co-ops In-Lieu-Of-Tax	194	443	1,610	200
McKenzie Village In-Lieu-O	-	2,882	-	-
Interest Income	1,759	1,093	35	100
Variance in FMV of Investments	(1,202)	(125)	-	-
Unsegregated Tax Interest	(154)	(235)	-	-
County Assess Interest	162	107	-	-
Lease Income	10,800	15,150	10,800	14,700
Property Sale	-	-	300,000	-
Miscellaneous Receipts	-	151	-	-
Proceeds from Comm'l Loan	-	-	450,000	-
Transfer from Fund 429	-	-	100,000	-
Interfund Loan Received	434,500	255,500	1,241,900	550,000
Interfund loan from Fund 420	-	-	-	-
Beginning Cash Balance	745,394	42,700	44,680	-
<b>Total All Resources</b>	<b>\$ 1,707,788</b>	<b>\$ 771,388</b>	<b>\$ 2,606,025</b>	<b>\$ 1,034,000</b>
<b><u>Requirements</u></b>				
Contractual Services	476,834	78,724	719,302	252,000
Attorney Fees	5,090	3,623	25,000	25,000
Computer Equipment	-	-	-	1,200
Advertising	495	3,227	7,500	7,500
Duplicating Supplies	41	450	1,300	1,300
Travel & Meeting Expenses	199	357	1,100	1,100
Government ethics Comm charges	252	202	378	378
Utilities	23	288	250	250
Memberships, Books, Subscrips	1,395	778	1,050	1,050
Postage & Shipping Charges	30	1	700	700
Office Supplies	1,180	1,301	2,250	2,250
Commuter Trip Reduction	-	72	-	-
Program Expense	317	5,912	16,000	16,000
Sustainable Cities	-	-	90,000	-
Employee Development	-	70	-	-
Internal Contractual Services	189,767	245,834	298,127	161,123
<b>Operating Budget</b>	<b>\$ 675,624</b>	<b>\$ 340,839</b>	<b>\$ 1,162,957</b>	<b>\$ 469,851</b>
Franklin NEPA	-	-	-	-
SEDA Property Purchases	701,422	-	900,000	50,000
<b>Capital Budget</b>	<b>\$ 701,422</b>	<b>\$ -</b>	<b>\$ 900,000</b>	<b>\$ 50,000</b>
Operating Reserve	-	-	-	47,849
Capital Reserve	-	-	42,068	-
XFR To Fund 229	-	-	100,000	-
SEDA Interfund Loan Principal	285,425	382,602	395,575	460,000
SEDA Interfund Loan Interest	2,618	3,267	5,425	6,300
<b>Non-Departmental Budget</b>	<b>\$ 288,043</b>	<b>\$ 385,870</b>	<b>\$ 543,068</b>	<b>\$ 514,149</b>
<b>Total All Requirements</b>	<b>\$ 1,665,089</b>	<b>\$ 726,709</b>	<b>\$ 2,606,025</b>	<b>\$ 1,034,000</b>

**Springfield Urban Renewal Agency  
FY2012-2013 Proposed Budget  
SEDA Glenwood General Fund 229**

<b>Account</b>	<b>FY10 Actual</b>	<b>FY11 Actual</b>	<b>FY12 Adopted</b>	<b>FY13 Proposed</b>
<b><u>Resources</u></b>				
Current Taxes	284,618	264,318	295,000	286,000
Delinquent Taxes	9,204	9,797	8,000	5,000
Electric Co-ops In-Lieu-Of-Tax	137	119	1,200	100
McKenzie Village In-Lieu-O	-	2,882	-	-
Interest Income	-	106	-	-
Variance in FMV of Investments	-	(387)	-	-
Unsegregated Tax Interest	(113)	(158)	-	-
County Assess Interest	93	64	-	-
Lease Income	10,800	15,150	10,800	14,700
Transfer from Fund 429	-	-	100,000	-
Interfund Loan Received	341,500	178,000	875,000	350,000
Interfund loan from Fund 420	-	-	-	-
Beginning Cash Balance	3,414	978	1,832	-
<b>Total All Resources</b>	<b>\$ 649,652</b>	<b>\$ 470,869</b>	<b>\$ 1,291,832</b>	<b>\$ 655,800</b>
<b><u>Requirements</u></b>				
Contractual Services	203,106	29,711	424,662	151,000
Attorney Fees	5,003	1,330	20,000	20,000
Computer Equipment	-	-	-	800
Advertising	250	973	4,500	4,500
Duplicating Supplies	41	195	1,000	1,000
Travel & Meeting Expenses	199	227	850	850
Government ethics Comm charges	252	101	253	253
Memberships, Books, Subscrips	592	250	600	600
Postage & Shipping Charges	11	-	400	400
Office Supplies	724	516	1,500	1,500
Commuter Trip Reduction	-	72	-	-
Program Expense	317	200	10,000	10,000
Sustainable Cities	-	-	45,000	-
Internal Contractual Services	158,179	161,348	238,067	98,359
<b>Operating Budget</b>	<b>\$ 368,674</b>	<b>\$ 194,923</b>	<b>\$ 746,832</b>	<b>\$ 289,262</b>
SEDA Property Purchases	-	-	250,000	50,000
<b>Capital Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 50,000</b>
Operating Reserve	-	-	-	25,638
SEDA Interfund Loan Principal	277,425	271,220	290,575	286,000
SEDA Interfund Loan Interest	2,575	2,895	4,425	4,900
<b>Non-Departmental Budget</b>	<b>\$ 280,000</b>	<b>\$ 274,115</b>	<b>\$ 295,000</b>	<b>\$ 316,538</b>
<b>Total All Requirements</b>	<b>\$ 648,674</b>	<b>\$ 469,038</b>	<b>\$ 1,291,832</b>	<b>\$ 655,800</b>

Springfield Urban Renewal Agency  
 FY2012-2013 Proposed Budget  
 SEDA Downtown General Fund 230

Account	FY10 Actual	FY11 Actual	FY12 Adopted	FY13 Proposed
<b><u>Resources</u></b>				
Current Taxes	219,983	174,435	150,000	174,000
Delinquent Taxes	2,531	5,172	4,000	4,000
Electric Co-ops In-Lieu-Of-Tax	57	324	410	100
Interest Income	-	267	35	100
Variance in FMV of Investments	-	(208)	-	-
Unsegregated Tax Interest	(41)	(77)	-	-
County Assess Interest	69	43	-	-
Miscellaneous Receipts	-	151	-	-
Interfund Loan Received	93,000	77,500	366,900	200,000
Beginning Cash Balance	237	843	780	-
<b>Total All Resources</b>	<b>\$ 315,836</b>	<b>\$ 258,451</b>	<b>\$ 522,125</b>	<b>\$ 378,200</b>
<b><u>Requirements</u></b>				
Contractual Services	273,728	49,014	294,640	101,000
Attorney Fees	88	2,293	5,000	5,000
Computer Equipment	-	-	-	400
Advertising	245	2,254	3,000	3,000
Duplicating Supplies	-	255	300	300
Travel & Meeting Expenses	-	130	250	250
Government ethics Comm charges	-	101	125	125
Utilities	23	288	250	250
Memberships, Books, Subscrips	803	528	450	450
Postage & Shipping Charges	19	1	300	300
Office Supplies	456	785	750	750
Program Expense	-	5,712	6,000	6,000
Sustainable Cities	-	-	45,000	-
Employee Development	-	70	-	-
Internal Contractual Services	31,588	84,485	60,060	62,764
<b>Operating Budget</b>	<b>\$ 306,950</b>	<b>\$ 145,916</b>	<b>\$ 416,125</b>	<b>\$ 180,589</b>
Operating Reserve	-	-	-	22,211
SEDA Interfund Loan Principal	8,000	111,383	105,000	174,000
SEDA Interfund Loan Interest	43	372	1,000	1,400
<b>Non-Departmental Budget</b>	<b>\$ 8,043</b>	<b>\$ 111,755</b>	<b>\$ 106,000</b>	<b>\$ 197,611</b>
<b>Total All Requirements</b>	<b>\$ 314,993</b>	<b>\$ 257,671</b>	<b>\$ 522,125</b>	<b>\$ 378,200</b>

Springfield Urban Renewal Agency  
 FY2012-2013 Proposed Budget  
 SEDA Glenwood Capital Projects Fund 429

Account	FY10 Actual	FY11 Actual	FY12 Adopted	FY13 Proposed
<b><u>Resources</u></b>				
Interest Income	1,759	720	-	-
Variance in FMV of Investments	(1,202)	470	-	-
Property Sale	-	-	300,000	-
Beginning Cash Balance	741,744	40,878	42,068	-
<b>Total All Resources</b>	<b>\$ 742,300</b>	<b>\$ 42,068</b>	<b>\$ 342,068</b>	<b>\$ -</b>
<b><u>Requirements</u></b>				
Franklin NEPA	-	-	-	-
SEDA Property Purchases	701,422	-	200,000	-
<b>Capital Budget</b>	<b>\$ 701,422</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>
Capital Reserve	-	-	42,068	-
XFR To Fund 229	-	-	100,000	-
<b>Non-Departmental Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 142,068</b>	<b>\$ -</b>
<b>Total All Requirements</b>	<b>\$ 701,422</b>	<b>\$ -</b>	<b>\$ 342,068</b>	<b>\$ -</b>

Springfield Urban Renewal Agency  
 FY2012-2013 Proposed Budget  
 SEDA Downtown Capital Projects Fund 430

Account	FY10 Actual	FY11 Actual	FY12 Adopted	FY13 Proposed
<b><u>Resources</u></b>				
Proceeds from Comm'l Loan	-	-	450,000	-
<b><i>Total All Resources</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>
<b><u>Requirements</u></b>				
SEDA Property Purchases	-	-	450,000	-
<b>Capital Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 450,000</b>	<b>\$ -</b>

## NON-DEPARTMENTAL Interfund Transfers and Loans

**Interfund transfers** are authorized by ORS 294.352 and ORS 294.361 and represent transfers of resources between funds for the repayment of costs incurred by one fund on behalf of another, or represent transfer of equity between funds.

**Interfund loans** are authorized by ORS 294.460 and represent loans made from one fund to another. Oregon Local Budget Law requires that loans appropriated for operating purposes be paid back in the following fiscal year, while capital loans must be repaid within five years.

### Financial Summary of Transfers and Loans - All Funds

From SEDA Glenwood General Fund			
To City of Springfield (Loan Principal)	\$	286,000	
To City of Springfield (Loan Interest)		4,900	
<b>Subtotal</b>			<b>\$ 290,900</b>
From SEDA Downtown General Fund			
To City of Springfield (Loan Principal)	\$	174,000	
To City of Springfield (Loan Interest)		1,400	
<b>Subtotal</b>			<b>\$ 175,400</b>
<b>Total Interfund Transfers and Loans</b>			<b><u>\$ 466,300</u></b>

## NON-DEPARTMENTAL Reserves: Non-Dedicated and Dedicated Budgets

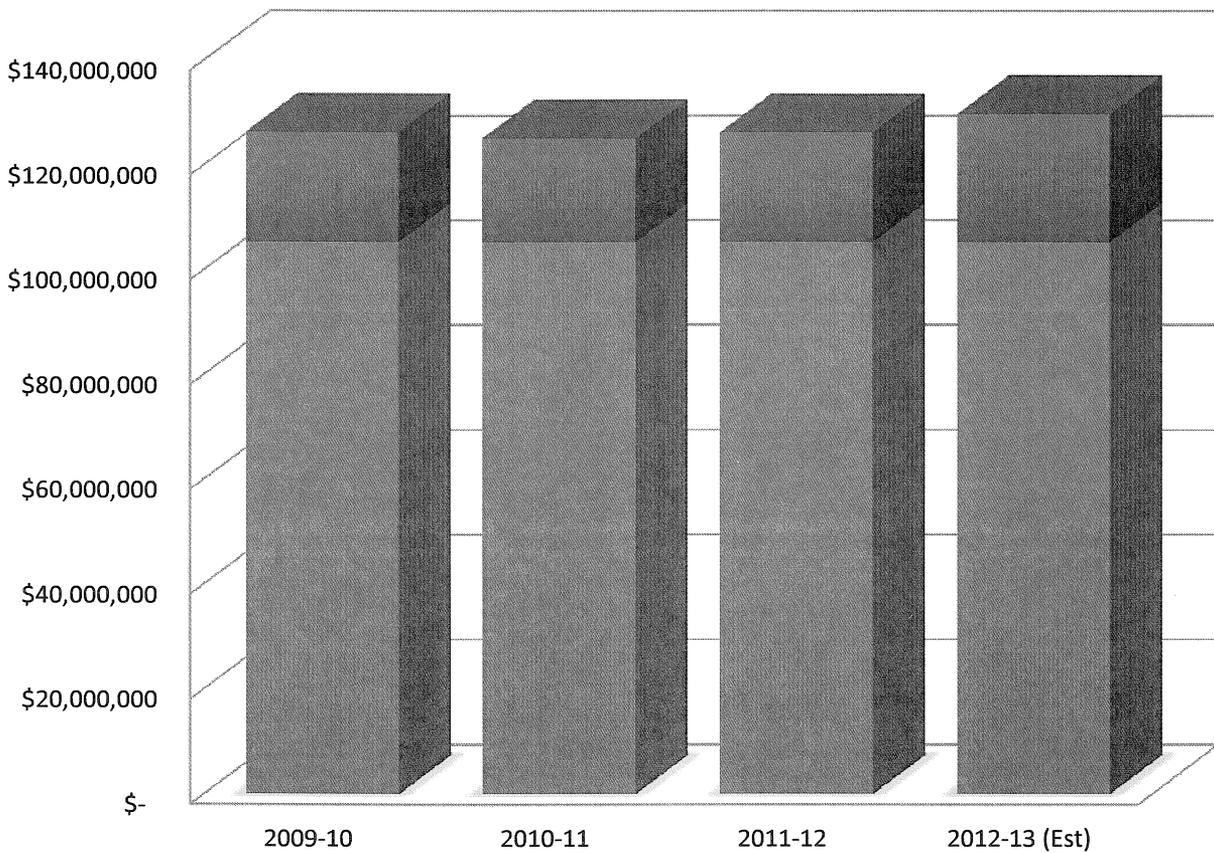
**Reserves - Non-Dedicated** Balance accounts represent the estimated resources which remain undesignated for current or future appropriation. These accounts provide for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds cannot be expended without specific authorization by the SEDA Board.

**Reserves - Dedicated Balance** accounts represent the estimated resources which have been established as the result of contributions to the specific reserve for future appropriation needs. Dedicated reserves provides for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds can only be transferred for expenditure based on authorization by the SEDA Board.

### Financial Summary of Reserves - All Funds

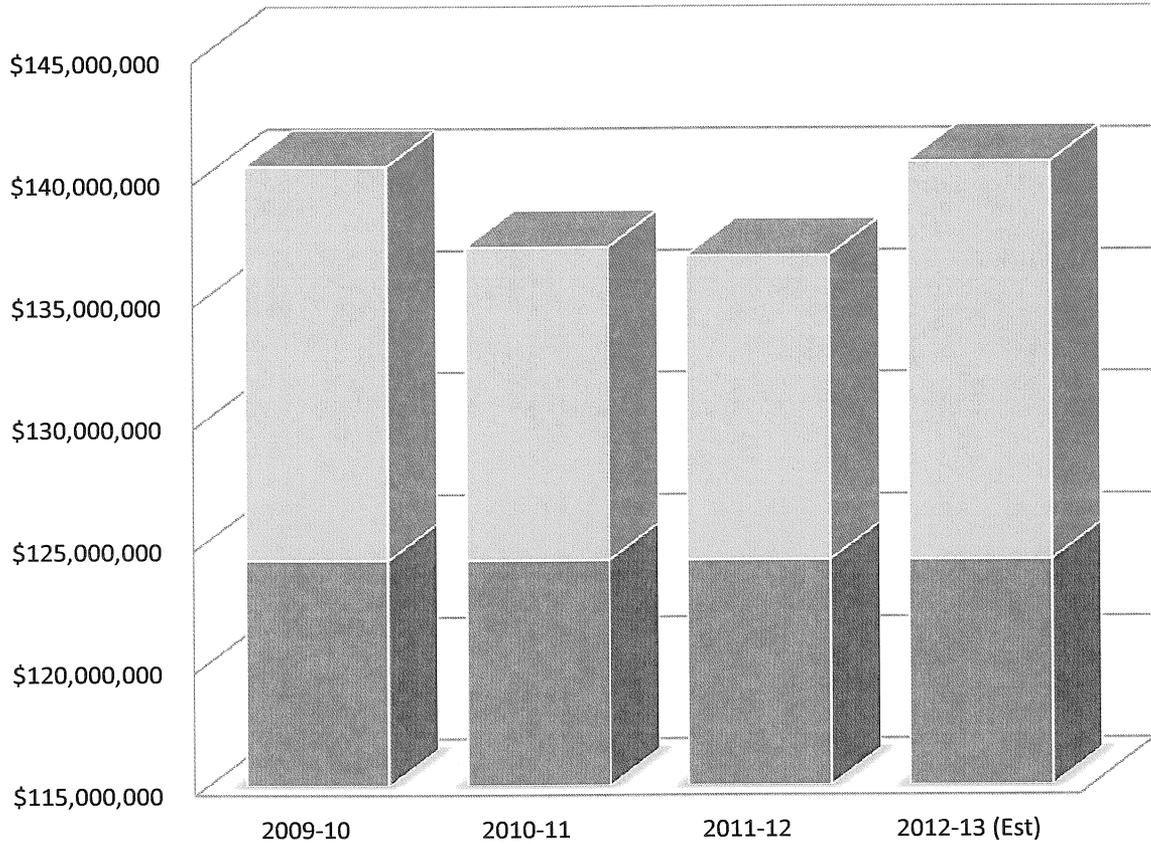
SEDA Downtown General Fund 230			
Non-Dedicated	\$	22,211	
<b>Subtotal</b>			<b>\$ 22,211</b>
SEDA Glenwood General Fund 229			
Non-Dedicated	\$	25,638	
<b>Subtotal</b>			<b>\$ 25,638</b>
SEDA Glenwood Capital Projects Fund 429			
Non-Dedicated	\$	-	
<b>Subtotal</b>			<b>\$ -</b>
<b>Total Reserves</b>			<b><u>\$ 47,849</u></b>

## Glenwood URA Assessed Valuation



<b>Glenwood</b>				
	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13 (Est)</b>
Taxable Value	126,431,659	125,198,398	126,359,212	129,770,911
Frozen Value	\$ 105,384,196	\$ 105,384,196	\$ 105,384,196	\$ 105,384,196
Marginal Increase	\$ 21,047,463	\$ 19,814,202	\$ 20,975,016	\$ 24,386,715
	-3.55%	-0.98%	0.93%	2.70%
	-12.67%	-5.86%	5.86%	16.27%

## Downtown URA Assessed Valuation



<b>Downtown</b>				
	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13 (Est)</b>
Taxable Value	140,353,637	137,033,197	136,679,261	\$ 140,506,280
Frozen Value	\$ 124,231,412	\$ 124,231,412	\$ 124,231,412	\$ 124,231,412
Marginal Increase	\$ 16,122,225	\$ 12,801,785	\$ 12,447,849	\$ 16,274,868
	12.98%	-2.37%	-0.26%	2.80%
		-20.60%	-2.76%	30.74%

## **Springfield Urban Renewal Agency Budget Committee Action Required for Approval of FY13 Proposed Budget**

The Urban Renewal Budget Committee's charge is to receive the **Proposed Budget** from the City Manager and, through deliberations, recommend an **Approved Budget** to the Urban Renewal Agency. The Urban Renewal Agency, through a public hearing process, approves a final **Adopted Budget** for the following fiscal year.

The recommendation of an Approved Budget to the Urban Renewal Agency, completed through a single, or series of, motions and votes, contains one primary point, which is:

- ↪ A motion to **“approve the budget as proposed by the City Manager in the amount of \$1,034,000, with the following changes...”** The motion then continues to identify the changes, by description and dollar amount, that the Agency would like to see made. The approval of specific dollar appropriations and the total budget for the following year's budget would follow the budgets as presented by the Springfield Urban Renewal Agency and detailed in the budget handouts.
  
- ↪ A motion to **“recommend that the Springfield Urban Renewal Agency Board of Directors request that the County Assessor provide the maximum amount of revenue for the Urban Renewal Plan areas that may be raised by dividing the taxes under section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.** This motion asks the SEDA Board to request the County Assessor to provide all the tax revenue the two districts are entitled to under the Oregon Constitution and the Oregon Revised Statutes.