

**2016-17  
URBAN  
RENEWAL  
ADOPTED  
BUDGET**

[WWW.CI.GLADSTONE.OR.US](http://WWW.CI.GLADSTONE.OR.US)





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**Fiscal Year (FY) 2016-17 Gladstone Urban Renewal Budget  
Gladstone Urban Renewal Executive Director Budget Message  
April 19, 2015  
Members of the Gladstone Urban Renewal Board of Directors  
Members of the Gladstone Urban Renewal Budget Committee**

Greetings:

As Executive Director for the Gladstone Urban Renewal Agency, I hereby present to you the FY 2016-17 proposed Urban Renewal Budget for the Gladstone Urban Renewal District.

The proposed budget provides partial funding for projects that were approved by Gladstone voters in November 2014.

City staff has been working on updating the Gladstone Urban Renewal District map in order to determine which projects will currently qualify. This map will also assist with making potential changes to the Gladstone Urban Renewal District boundaries in order to partially fund City Council and voter approved civic building construction.

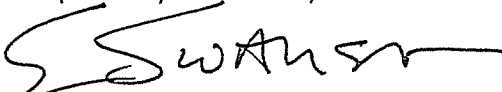
In order to complete these projects, the Gladstone Urban Renewal District Board of Directors will be required to authorize a combination of Urban renewal, General Fund, and outside funding sources to complete.

The Gladstone Urban Renewal Agency is moving forward in a fiscally responsive, yet effective manner. This budget was developed and is put before you with the taxpayer's dollars and Board priorities in mind. We seek to accomplish the Board directed goals and enrich the Gladstone Urban Renewal District with a responsible and responsive budget.

Beginning fiscal year 2016-17, the proposed City of Gladstone Urban Renewal budget will be changing our basis of accounting from a Cash basis to the Modified Accrual Basis of accounting. This change will represent revenues as recognized when they are measurable and available; and expenditures are measurable when incurred.

Thank you for your participation in this process.

Respectfully Submitted,



P. Eric Swanson  
Gladstone Urban Renewal Agency  
Executive Director

## **About the District**

**The City of Gladstone Urban Renewal Agency (URA) is a separate entity from the City. The Gladstone City Council serves as the Board of Directors for the URA and is financially accountable for its operations. In accordance with Oregon Budget Law, the URA prepares its own budget, and the Board of Directors approves its annual appropriations.**

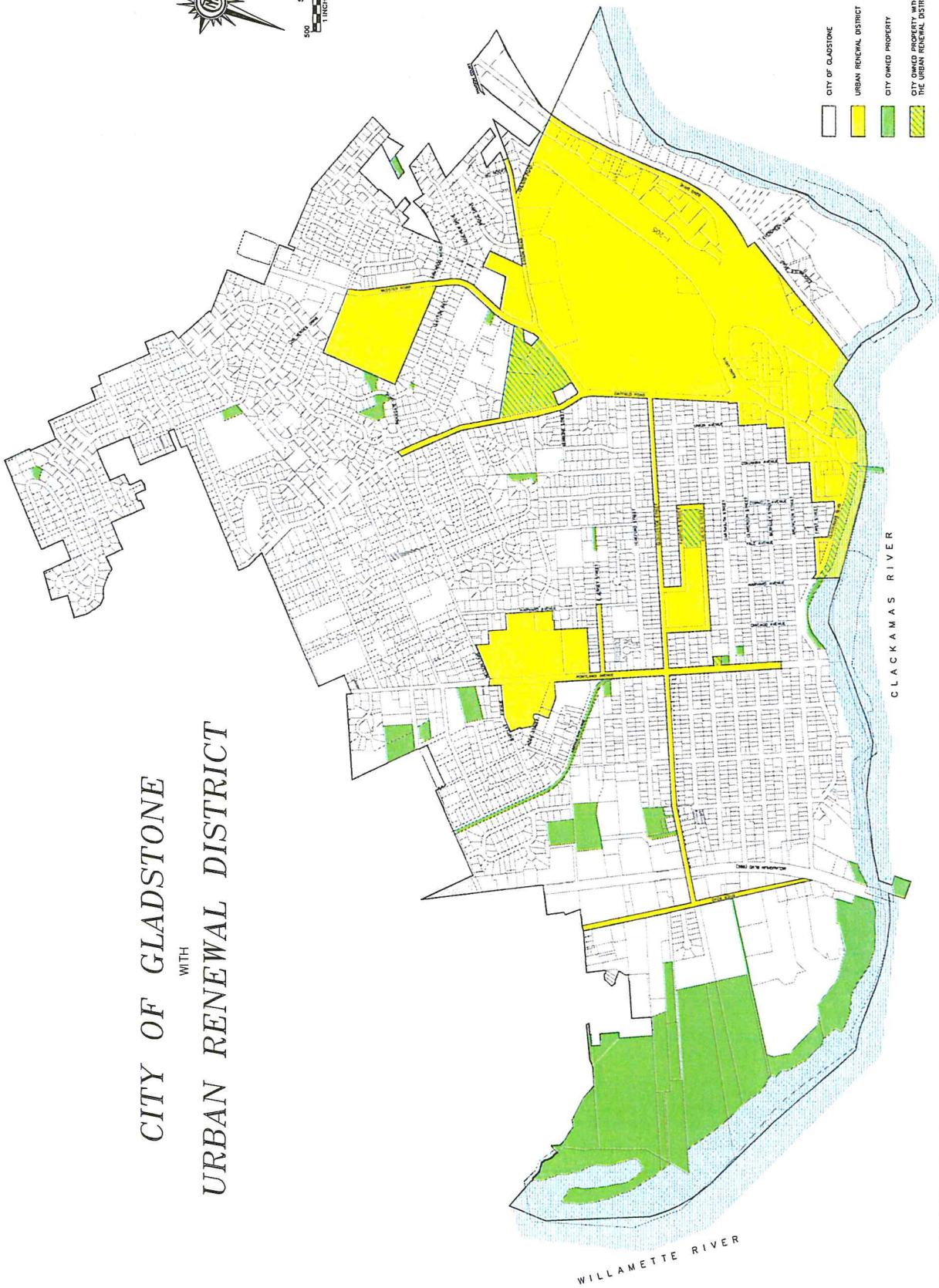
**Urban Renewal Agencies are designed to borrow money and make expenditure for economic and community development projects included in the Urban Renewal Plan.**

**Urban Renewal Tax Collections are not an additional tax. Urban Renewal Tax Collections are used to initiate development that would not be financially feasible without infrastructure improvements made possible by urban renewal financing.**

# CITY OF GLADSTONE WITH URBAN RENEWAL DISTRICT



SCALE  
0 250 500  
1 INCH = 500 FEET



- CITY OF GLADSTONE
- URBAN RENEWAL DISTRICT
- CITY OWNED PROPERTY
- CITY OWNED PROPERTY WITHIN THE URBAN RENEWAL DISTRICT

**EXHIBIT**  
CITY OF GLADSTONE  
URBAN RENEWAL DISTRICT

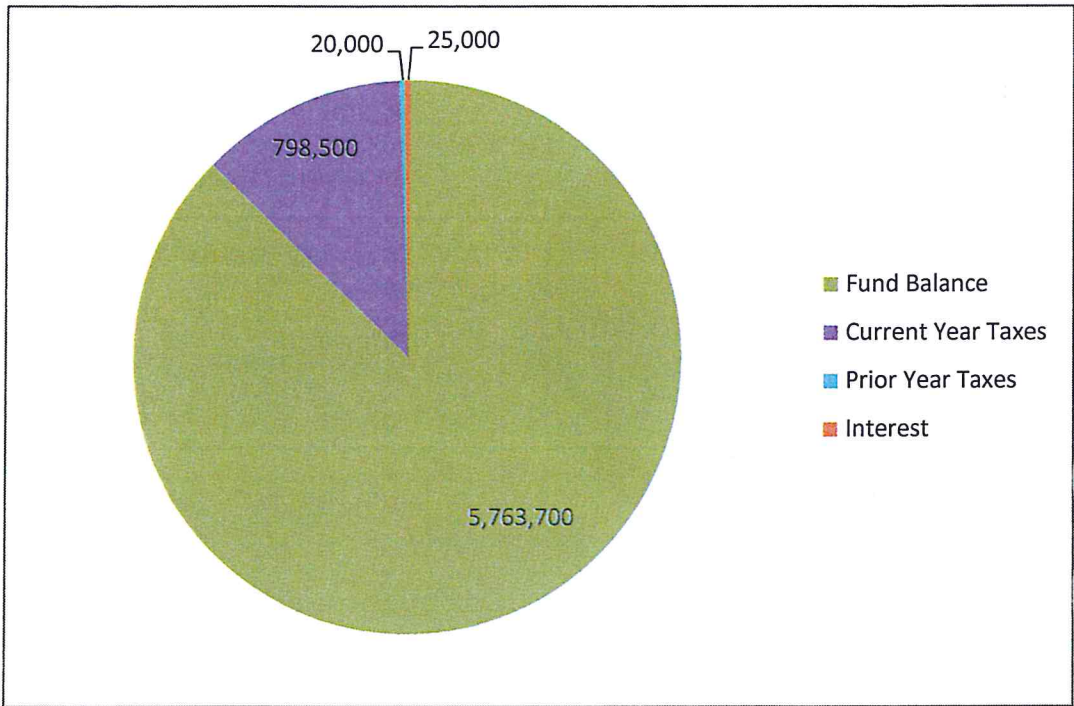
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CITY OF GLADSTONE  
CLACKAMAS COUNTY, OREGON  
DRAWN: JIMMY CHASE  
SCALE: 1" = 500' ACCOUNT # 274  
T. 3711-00106/CLACKAMAS

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**CMT SURVEYING AND CONSULTING**  
400 N. W. 11th St.  
Portland, OR 97209  
PHONE (503) 550-4477 FAX (503) 550-4589

**CITY OF GLADSTONE  
URBAN RENEWAL DISTRICT  
2016-17 ADOPTED BUDGET  
RESOURCES**

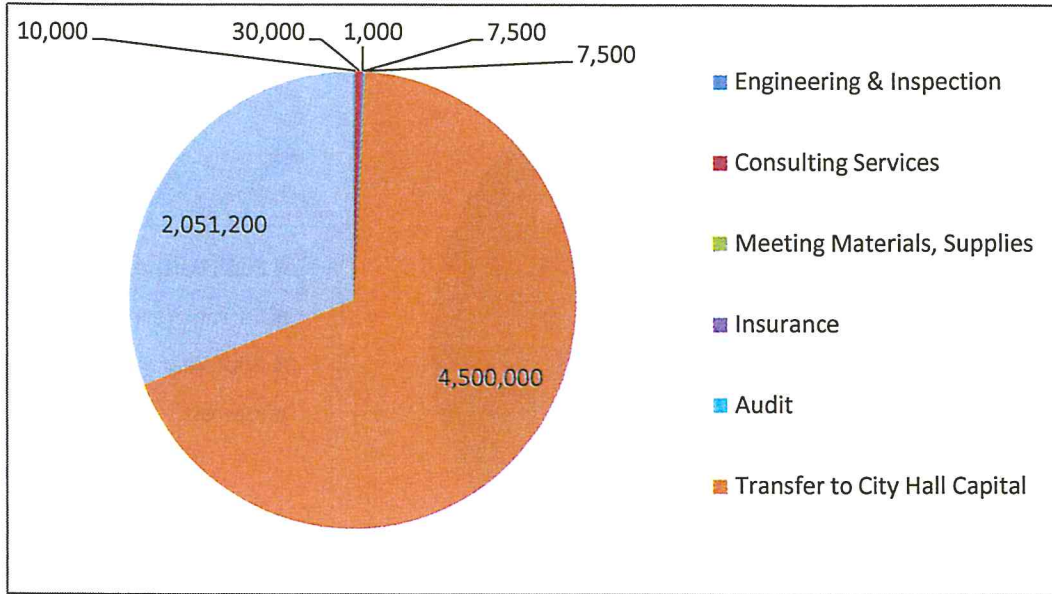


The majority of revenues are from cash carryover which primarily represents unspent restricted tax proceeds for the Civic Center. Collectible taxes have been decreased slightly to reflect the actual amount we have been receiving.

**2016-17 ADOPTED REVENUE**

Fund Balance	5,763,700
Current Year Taxes	798,500
Prior Year Taxes	20,000
Interest	25,000
	<u>6,607,200</u>

**CITY OF GLADSTONE  
URBAN RENEWAL DISTRICT  
2016-17 ADOPTED BUDGET  
REQUIREMENTS**



The largest expenditure is the proposed \$4.5 million Transfer to the City Hall Capital Fund. Because of the uncertainty surrounding the New Library, we anticipate a portion of the funds will be spent to purchase land and begin the planning, and design phase of our New Police Department.

We will not transfer any funds to the City Hall Capital Construction Fund 011 until we have proper authorization and assurances of approval.

Other major programs budgeted in the current year include a reserve account for continuing construction, engineering and consulting services.

Expenditures

Engineering & Inspection	10,000
Consulting Services	30,000
Meeting Materials, Supplies	1,000
Insurance	7,500
Audit	7,500
Transfer to City Hall Capital	4,500,000
Urban Renewal Project Reserve	<u>2,051,200</u>
	<u>6,607,200</u>



CITY OF GLADSTONE  
2016-17 ADOPTED BUDGET  
URBAN RENEWAL RESOURCES

URBAN RENEWAL 002 RESOURCES - 000		2014-15		2015-16		2016-17		2016-17		2016-17	
2013-14	Actuals	Actuals	Account Code	Description	Adopted	Proposed	Approved	Adopted	Approved	Adopted	FTE
\$2,713,690.41	\$3,539,538.27	\$4,844,703	400000	FUND BALANCE	\$5,763,700	\$5,763,700	\$5,763,700	\$5,763,700	\$5,763,700	\$5,763,700	-
\$843,154.88	\$738,932.19	\$890,171	424050	CURRENT YEAR TAXES	\$798,500	\$798,500	\$798,500	\$798,500	\$798,500	\$798,500	-
\$34,898.69	\$57,589.81	\$20,000	424100	PRIOR YEAR TAXES	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	-
\$16,873.97	\$23,915.66	\$16,000	424150	INTEREST	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	-
\$0.00	\$339,138.88	\$0	424151	INTERGOVERNMENTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-
\$3,608,617.95	\$4,899,114.81	\$5,770,874		TOTAL URBAN RENEWAL RESOURCES	\$6,607,200	\$6,607,200	\$6,607,200	\$6,607,200	\$6,607,200	\$6,607,200	-

CITY OF GLADSTONE  
2016-17 ADOPTED BUDGET  
URBAN RENEWAL REQUIREMENTS

URBAN RENEWAL 002 REQUIREMENTS - 002		2014-15		2015-16		2016-17		2016-17		2016-17	
2013-14	Actuals	Actuals	Account Code	Description	Adopted	Proposed	Approved	Adopted	Approved	Adopted	FTE
\$0.00	\$0.00	\$0	200000	ENGINEERING AND INSPECTION	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	-
\$2,128.00	\$24.41	\$30,000	200500	CONSULTING SERVICES	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	-
\$15,000.00	\$0.00	\$15,000	201000	CITY STAFF/PLANNING REIMBURSE	\$15,000	\$0	\$0	\$0	\$0	\$0	-
\$82.58	\$279.35	\$1,000	201500	MEETING MATERIALS,SUPPLIES,AD	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	-
\$0.00	\$0.00	\$0	202500	INSURANCE	\$0	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	-
\$6,675.00	\$8,540.00	\$7,500	203000	AUDIT	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	-
\$0.00	\$0.00	\$0	204000	TRANSFER TO CITY HALL CAPITAL FUND 0:	\$0	\$4,500,000	\$4,500,000	\$4,500,000	\$4,500,000	\$4,500,000	-
\$45,193.00	\$0.00	\$5,717,374	301000	URB RENEW/ PROJECT RESERVE	\$5,717,374	\$2,051,200	\$2,051,200	\$2,051,200	\$2,051,200	\$2,051,200	-
\$69,078.58	\$8,843.76	\$5,770,874		TOTAL URBAN RENEWAL REQUIREMENTS	\$6,607,200	\$6,607,200	\$6,607,200	\$6,607,200	\$6,607,200	\$6,607,200	-

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# Notice of Measure Election

SEL 802

rev 1/14; ORS 250.035, 250.041, 250.275, 250.285, 254.095, 254.465

City

<b>Notice</b>		
Date of Notice August 14, 2015	Name of City or Cities City of Gladstone	Date of Election November 3, 2015

The following is the final ballot title of the measure to be submitted to the city's voters.

**Final Ballot Title** Notice of receipt of ballot title has been published and the ballot title challenge process has been completed.

**Caption** 10 words which reasonably identifies the subject of the measure

Authorization to construct and incur debt to finance Civic Buildings

**Question** 20 words which plainly phrases the chief purpose of the measure

Shall Gladstone authorize the construction and incurrence of debt to finance new civic buildings each projected to cost of \$1,000,000?

**Summary** 175 words which concisely and impartially summarizes the measure and its major effect

**SUMMARY:** This measure authorizes the Gladstone City Council to incur debt by issuing municipal bonds to finance and construct a new Gladstone City Hall and a new Police Station. The buildings may be constructed on separate parcels.  
**Funding sources:**  
 • Urban Renewal Agency funds - \$4.8 million (current account balance)  
 • Sale of certain City properties - \$3.0 million (estimate)  
 • State Revenue Sharing funds - \$890,000 (current account balance)  
 • Long-term debt - City will incur \$3,000,000 in debt to be repaid using future Urban Renewal Agency funds.  
 Estimated budget for the project would be \$4.0 million for the City Hall and \$7.2 million for the Police Station. This includes money to design, construct, finance, and acquire property for both buildings.  
 There are no new taxes associated with this proposal.

**Explanatory Statement** 500 words that impartially explains the measure and its effect, if required attach to this form

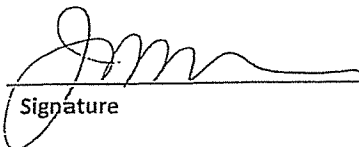
If the county is producing a voters' pamphlet an explanatory statement must be submitted for any measure referred by the city governing body and if required by local ordinance, for any initiative or referendum.

Measure Type	County producing voters' pamphlet		Local ordinance requiring submission		Explanatory statement required	
<input checked="" type="checkbox"/> Referral	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Not applicable		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Initiative	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Referendum	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Authorized City Official** Not required to be notarized

→ By signing this document, I hereby state that I am authorized by the city to submit this Notice of Measure Election and I certify that notice of receipt of ballot title has been published and the ballot title challenge process for this measure completed.

Name Jolene Morishita	Title Assistant City Administrator	Work Phone 503-557-2766
--------------------------	---------------------------------------	----------------------------

  
Signature

8/14/15

Date Signed

5-446

14 JUL 23 PM 4:20:38

# Notice of City Measure Election

**SEL 802**

rev 1/12: ORS 250.035, 250.041, 250.275, 250.285, 251.005, 254.405

### City and Notice Information

Notice is hereby given on July 8, 2014, that a measure election will be held in

Gladstone

Oregon on November 4

, 2014.

Name of City or Cities

Date of Election

The following shall be the ballot title of the measure to be submitted to the city's voters:

**Caption** 10 words

Authorization to construct and incur debt to finance new library

**Question** 20 words

Shall Gladstone authorize the construction and incurrence of debt to finance a new library projected to cost over \$1,000,000?

**Summary** 175 words

This measure authorizes the Gladstone City Council to incur debt by issuing municipal bonds to finance and construct a new Gladstone library.

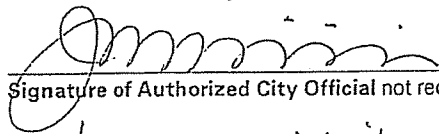
Funding sources:

- Clackamas County Capital Contribution – One time contribution \$1 million
- Library District Funds – One time contribution \$1.375 million
- Library District Funds - Continuing library support of approximately \$1.2 million annually, increased from \$631,000 the City currently receives. Annual Library District Funds will be used for library operating costs and to pay down library project debt estimated to total \$3.99 million (\$2.7 million principal and \$1.29 million interest)

Estimated budget for the project would be \$6.365 million. This includes \$5.075 million to design, construct, finance, and acquire property for the new library plus \$1.29 million in interest. The \$6.365 million budget may increase if additional non-city/urban renewal funds are acquired. The approximately 13,000 to 16,000 square foot library would be constructed in the Portland Avenue area between Gladstone High School and Clackamas River.

There are no new taxes associated with this proposal. No City/urban renewal funds may be used to construct/operate new library.

The following authorized city official hereby certifies the above ballot title is true and complete, which includes publication of notice and the completion of the ballot title challenge process.



07/23/14

Signature of Authorized City Official not required to be notarized

Date Signed mm/dd/yy

Jolene Morishita

Asst. City Admin.

Printed Name of Authorized City Official

Title



6605 SE Lake Road, Portland, OR 97222  
 PO Box 22109, Portland, OR 97269-2109  
 Phone: 503-684-0360 Fax: 503-620-3433  
 E-mail: legals@commnewspapers.com

**AFFIDAVIT OF PUBLICATION**  
 State of Oregon, County of Clackamas, SS

I, Charlotte Allsop, being the first duly sworn, depose and say that I am Accounting Manager of *Clackamas Review/Oregon City News and Estacada News*, a newspaper of general circulation, published at Clackamas/Oregon City, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**Gladstone Urban Renewal Agency  
 Notice of Budget Committee Meeting  
 CLK13576**

a copy of which is hereto annexed, was published in the entire issues of said newspapers for

2

Successive and consecutive weeks in the following issues:

**April 6, 2016**

**April 13, 2016**

*Charlotte Allsop*

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this April 13, 2016.

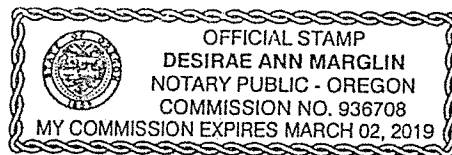
*Desirae A Marglin*

NOTARY PUBLIC FOR OREGON

My commission expires *March 02, 2019*

Acct #264939

Attn: Carolyn Gray  
 City of Gladstone  
 525 Portland Avenue  
 Gladstone, OR 97027



Size: 2 x 2.5"

Amount Due: \$118.50\*

\*Please remit to the address above.

**NOTICE OF BUDGET COMMITTEE MEETING  
 GLADSTONE URBAN RENEWAL DISTRICT**

A public meeting of the Budget Committee of the Gladstone Urban Renewal District, Clackamas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2016 to June 30, 2017, will be held at Gladstone City Hall 525 Portland Avenue, Gladstone, Oregon 97027. The meeting will take place on **Tuesday, April 19, 2016 at 7:00 PM.**

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. The meeting may be continued to May 3, 2016 unless subsequently noticed.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

A copy of the budget document may be inspected or obtained on or after April 12, 2016 at Gladstone City Hall, 525 Portland Avenue, between the hours of 8:00am and 5:00pm.

A copy of the budget will also be available on the City of Gladstone website at [www.ci.gladstone.or.us](http://www.ci.gladstone.or.us).  
 Publish 04/06, 04/13/2016.

CLK13576



6605 SE Lake Road, Portland, OR 97222  
 PO Box 22109, Portland, OR 97269-2109  
 Phone: 503-684-0360 Fax: 503-620-3433  
 E-mail: legals@commnewspapers.com

**AFFIDAVIT OF PUBLICATION**

State of Oregon, County of Clackamas, SS

I, Charlotte Allsop, being the first duly sworn, depose and say that I am Accounting Manager of *Clackamas Review/Oregon City News and Estacada News*, a newspaper of general circulation, published at Clackamas/Oregon City, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**Gladstone Urban Renewal District  
 Notice of Budget Hearing  
 CLK13621**

a copy of which is hereto annexed, published in the entire issue of said newspapers for

1  
 Successive and consecutive weeks following issues:

**May 18, 2016**

*Charlotte Allsop*  
 Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me  
 May 18, 2016.

*Deborah A. Marshall*  
 NOTARY PUBLIC FOR OREGON

Acct #264939  
 Attn: Carolyn Gray  
 City of Gladstone  
 525 Portland Avenue  
 Gladstone, OR 97027

Size: 3 x 5.5"  
 Amount Due: \$195.52\*  
 \*Please remit to the address above.



**FORM UR-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Gladstone Urban Renewal District will be held on May 24, 2016 at 6:45 pm at 525 Portland Ave, Gladstone, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016 as approved by the Gladstone Urban Renewal Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 525 Portland Ave, Gladstone, Oregon 97027, between the hours of 9:00 a. m. and 5:00 p. m. or online at [www.ci.gladstone.or.us/financial-information](http://www.ci.gladstone.or.us/financial-information). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is different than used the preceding year. Beginning with the 2016-17 Budget, the City will be using a modified accrual basis of accounting. There is no impact to the budget.

Contact: Carolyn Gray Telephone: 503.479.6860 Email: [gray@ci.gladstone.or.us](mailto:gray@ci.gladstone.or.us)

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2014-2015	Adopted Budget This Year-2015-2016	Approved Budget Next Year 2016-2017
Beginning Fund Balance/Net Working Capital	3,539,538	4,844,703	5,763,700
Federal, State and All Other Grants			
Revenue from Bonds and Other Debt			
Interfund Transfers			25,000
All Other Resources Except Division of Tax & Special Levy	583,055	36,000	818,500
Revenue from Division of Tax	795,522	890,171	
Revenue from Special Levy			
<b>Total Resources</b>	<b>4,899,115</b>	<b>5,770,874</b>	<b>6,607,200</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services		53,500	56,000
Materials and Services	8,844		
Capital Outlay			
Debt Service			4,500,000
Interfund Transfers			
Contingencies			
All Other Expenditures and Requirements		5,717,374	2,051,200
Unappropriated Ending Fund Balance			
<b>Total Requirements</b>	<b>8,844</b>	<b>5,770,874</b>	<b>6,607,200</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
Gladstone Urban Renewal	0	0	0
FTE	0	0	0
<b>Total Requirements</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total FTE</b>	<b>0</b>	<b>0</b>	<b>0</b>

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *	
None	

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding July 1 2016	Estimated Debt Authorized, But Not Incurred on July 1, 2016
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>

RESOLUTION UR-55

A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2016-2017

BE IT RESOLVED that the Urban Renewal Agency of the Gladstone Urban Renewal District hereby adopts the budget for fiscal year 2016-17 in the sum of \$6,607,200 now on file at the City Recorder's Office, 525 Portland Avenue, Gladstone.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July1, 2016, and for the purposes shown below are hereby appropriated:

URBAN RENEWAL DISTRICT:  
Materials & Services \$ 56,000  
Transfer to Civic *Buildings* Capital Fund 4,500,000  
Project Reserve 2,051,200  
Total Urban Renewal District Fund \$6,607,200

TOTAL APPROPRIATIONS ALL FUNDS: \$6,607,200

RESOLUTION DECLARING TAX INCREMENT

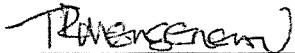
Option One - Declaration of Tax Increment

BE IT RESOLVED that the Urban Renewal Agency of the Gladstone Urban Renewal District hereby resolves to certify to the county assessor for the Gladstone Urban Renewal District Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article XI, of the Oregon Constitution and \$0.00 as the amount to be raised through the imposition of a special levy.

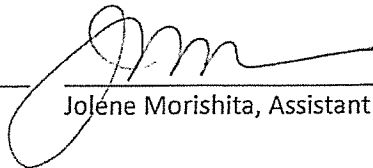
Resolution UR-55 is effective on July 1, 2016

THE ABOVE RESOLUTION STATEMENTS WERE APPROVED AND DECLARED ADOPTED ON THIS 14<sup>th</sup> DAY OF JUNE, 2016.

Attest:



Thomas Mersereau, Chairman,  
Gladstone Urban Renewal Agency



Jolene Morishita, Assistant City Administrator

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