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SPECIAL GURA MEETING AND PUBLIC HEARING AGENDA **Monday, June 18, 2018 – 6:30 P.M.**

Council Chambers, Garibaldi City Hall, 107 6th Street, Garibaldi, Oregon

SPECIAL GURA MEETING

- I. CALL TO ORDER
- II. NEW BUSINESS
 - A. Approval of Minutes:
 - March 21, 2016 Special GURA Meeting Minutes.....2.
 - May 5, 2016 GURA Meeting Minutes.....4.
 - June 20, 2016 Special GURA Meeting Minutes.....6.
 - May 30, 2017 GURA Meeting Minutes.....7.
 - June 19, 2017 Special GURA Meeting Minutes.....9.
- III. PUBLIC HEARING – GURA FISCAL YEAR 2018-2019 APPROVED BUDGET.....10.
- IV. RESOLUTION ADOPTING FY 2018-2019 BUDGET, MAKING APPROPRIATIONS AND REQUESTING TAX INCREMENT.....11.
- V. ADJOURNMENT

+ Supporting documents for this agenda are available at City Hall.
+ This notice has been posted at City Hall, City Reader Board, Post Office, and Library.

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SPECIAL GARIBALDI URBAN RENEWAL AGENCY MEETING

Monday, March 21, 2016

Council Chambers, 107 6th Street, Garibaldi, 6:30 P.M.

I. CALL TO ORDER

Council Vice President Eugene Tish called to order the Urban Renewal meeting at 6:30 p.m. Present were members Joe Wrabek, Valerie Folkema and Roberta Bettis, and City Council members Marlene Westerfield and Norm Shattuck, City Manager John O'Leary, Assistant City Manager Mary DeLoria and Public Works Director Blake Lettenmaier. Mayor Suzanne McCarthy, Council President Terry Kandle and Chair Everett Brown were excused.

II. APPROVAL OF MINUTES

- A. May 5, 2014, GURA Budget Committee Meeting Minutes
- B. June 16, 2014 Special GURA Meeting Minutes
- C. May 4, 2015 GURA Budget Committee Meeting Minutes
- D. May 18, 2015 Special GURA Meeting Minutes
- E. June 22, 2015 Special GURA Meeting Minutes

MOTION Made by Wrabek to approve the minutes from 5 May 2014, 16 June 2014, 4 May 2015, 18 May 2015, and 22 June 2015 as presented. Seconded by Bettis. AYES: Wrabek, Folkema, Bettis, Tish, Westerfield, Shattuck. NAYS: None. Motion passed.

III. REQUEST BY PORT OF GARIBALDI FOR GRANT ASSISTANCE ON THE COMMERCIAL AVENUE WHARF RECONSTRUCTION PROJECT

Cn Tish noted that the expenditure was approved in the May 18, 2015 meeting and read the text of the resolution.

MOTION Made by Wrabek to approve the Resolution 2016-01. Seconded by RB. AYES: Wrabek, Folkema, Bettis, Tish, Westerfield, Shattuck. NAYS: None. Motion passed unanimously.

IV. **Staff report:** O'Leary reported that Everett Brown does not want to be re-appointed. Staff will advertise to fill the position. Discussion of status of officers.

O'Leary noted the date for the budget committee meeting is May 2, 2016. He will set a special meeting prior to budget committee meeting for the appointment of officers.

O'Leary discussed the Oregon Department of Transportation Statewide Transportation Improvement Program (STIP) grant program, noting that the grant match of approximately \$300,000 should come out of urban renewal funds, which will assist with the agency's indebtedness requirement.

IV. ADJOURNMENT

Council Vice President Tish adjourned the meeting at 6:46 p.m.

ATTEST:

Eugene Tish, Council Vice President

John O'Leary, City Manager

GARIBALDI URBAN RENEWAL AGENCY BUDGET COMMITTEE MEETING MINUTES

Thursday, May 5, 2016, 6:00 p.m.
Garibaldi Community Hall

ATTENDEES:

Michele Aeder, Budget Committee Member
Jim Zerfing, Budget Committee Member
Karen Schroetke, Budget Committee Member
Chris Miller, GURA Budget Committee Member

Suzanne McCarthy, Mayor – GURA Vice Chair
Terry Kandle, Council President
Marlene Westerfield, Council Member
Joe Wrabek, GURA Member
Valerie Folkema, GURA Member
Roberta Bettis, GURA Member
Larry Stewart, GURA Member

John O’Leary, City Manager / Budget Officer

I. CALL TO ORDER

GURA Vice Chair Suzanne McCarthy called the special meeting to order at 6:00 pm. Stumpf was absent. Shattuck and Tish were excused.

II. NEW BUSINESS - APPOINTMENT OF BUDGET COMMITTEE MEMBER

O’Leary reported on Mr. Stewart’s background and request to be appointed to the Urban Renewal board.

MOTION Made by Valerie Folkema to appoint Larry Stewart to the Garibaldi Urban Renewal Agency. Seconded by Joe Wrabek. AYES: McCarthy, Kandle, Westerfield, Wrabek, Bettis, and Folkema. NAYS: None. MOTION PASSED.

Vice Chair Suzanne McCarthy closed the special meeting at 6:04 p.m.

III. Vice Chair Suzanne McCarthy opened the GURA Budget Committee meeting at 6:04 p.m.

IV. ELECTION OF CHAIR

Vice-Chair McCarthy opened the floor for nomination of a Chair of the GURA Budget Committee and noted that this person must not be a GURA Board Member. **MOTION made by Joe Wrabek to elect Michele Aeder as Chair. Seconded by Valerie Folkema. AYES: Michele Aeder, Jim Zerfing, Karen Schroetke, Chris Miller, Suzanne McCarthy, Terry Kandle, Marlene Westerfield, Joe Wrabek, Valerie Folkema, Roberta Bettis, and Larry Stewart. NAYS: None. MOTION PASSED.**

V. ELECTION OF SECRETARY

Chair Michele Aeder opened the floor for nomination of Secretary of the GURA Budget Committee. **MOTION made by Karen Schroetke to elect Jim Zerfing as Secretary. Seconded by Joe Wrabek. AYES: Michele Aeder, Jim Zerfing, Karen Schroetke, Chris Miller, Suzanne McCarthy, Terry Kandle, Marlene Westerfield, Joe Wrabek, Valerie Folkema, Roberta Bettis, and Larry Stewart. NAYS: None. MOTION PASSED.**

VI. PUBLIC COMMENT ON THE PROPOSED BUDGET

Chair Michele Aeder asked if there was any public comment on the proposed budget. Hearing none, Chair Michele Aeder closed public comment at 6:06 p.m. and gave the floor to the Budget Officer.

VII. RECEIPT OF BUDGET MESSAGE AND PROPOSED BUDGET

O'Leary discussed the budget message document and answered questions from the committee members. O'Leary noted and explained the reduction of the beginning fund balance to about \$27,000, due to a payment made to Port of Garibaldi during fiscal year 2015-2016 in support of the Port's pedestrian walkway improvements.

VIII. BUDGET APPROVAL

MOTION made by Valerie Folkema to recommend to the Garibaldi City Council approval the Fiscal Year 2016-2017 Urban Renewal General Fund Budget as amended to show the beginning fund balance as \$27,594. Seconded by Joe Wrabek. AYES: Michele Aeder, Jim Zerfing, Karen Schroetke, Chris Miller, Suzanne McCarthy, Terry Kandle, Marlene Westerfield, Joe Wrabek, Valerie Folkema, Roberta Bettis, and Larry Stewart. NAYS: None. MOTION PASSED.

MOTION made by Valerie Folkema to approve the Fiscal Year 2016-2017 Urban Renewal Debt Service Fund Budget as presented. Seconded by Joe Wrabek. AYES: Michele Aeder, Jim Zerfing, Karen Schroetke, Chris Miller, Christy Stumpf, Larry Stewart, Suzanne McCarthy, Terry Kandle, Marlene Westerfield, Eugene Tish, Norman Shattuck, Joe Wrabek, Valerie Folkema, and Roberta Bettis. NAYS: None. MOTION PASSED.

IX. ADJOURNMENT

Chair adjourned at 6:20 p.m.

Suzanne McCarthy, GURA Vice Chair

ATTEST:

John O'Leary, City Manager/Budget Officer



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SPECIAL GARIBALDI URBAN RENEWAL AGENCY MEETING

Monday, June 20, 2016

Council Chambers, 107 6th Street, Garibaldi, 6:30 P.M.

- I. **CALL TO ORDER**
Mayor Suzanne McCarthy called to order the Urban Renewal meeting at 6:30 p.m. Present were members Valerie Folkema and Larry Stewart, Council President Terry Kandle and City Council members Eugene Tish, Marlene Westerfield and Norm Shattuck, City Manager John O'Leary, City Engineer Blake Lettenmaier and Tourism Specialist Kylie Poklikuha. Members Roberta Bettis and Joe Wrabek were excused.
- II. **RESOLUTION ADOPTING FY 2016-2017 BUDGET, MAKING APPROPRIATIONS AND REQUESTING TAX INCREMENT**
MOTION Made by Folkema to approve the Resolution. Seconded by Steward. AYES: Folkema, Kandle, McCarthy, Tish, Westerfield, Shattuck, Stewart. NAYS: None. Motion passed unanimously.
- III. **ADJOURNMENT**
Mayor Suzanne McCarthy adjourned the meeting at 6:37 p.m.

ATTEST:

Suzanne McCarthy, Mayor

John O'Leary, City Manager



GARIBALDI URBAN RENEWAL AGENCY BUDGET COMMITTEE MEETING MINUTES

Tuesday, May 30, 2017, 6:00 p.m.
Garibaldi Community Hall

ATTENDEES:

Michele Aeder, Budget Committee Member
Chris Miller, GURA Budget Committee Member
Christy Stumpf, GURA Budget Committee Member
Larry Stewart, GURA Budget Committee Member
Marlene Westerfield, GURA Budget Committee Member

Suzanne McCarthy, Mayor – GURA Vice Chair
Jordan Grice, City Council Member
Eugene Tish, City Council Member
Norman Shattuck, City Council Member
Joe Wrabek, GURA Member
Valerie Folkema, GURA Member (arrived late)

John O’Leary, City Manager / Budget Officer
Blake Lettenmaier, City Engineer

I. CALL TO ORDER

GURA Vice Chair Suzanne McCarthy called the meeting to order at 6:00 pm.

II. ELECTION OF CHAIR

Vice-Chair McCarthy opened the floor for nomination of a Chair of the GURA Budget Committee and noted that this person must not be a GURA Board Member. **MOTION made by Wrabek to elect Chris Miller as Chair. Seconded by Aeder. AYES: Michele Aeder, Chris Miller, Christy Stumpf, Larry Stewart, Suzanne McCarthy, Jordan Grice, Marlene Westerfield, Eugene Tish, Norman Shattuck, Joe Wrabek. NAYS: None. MOTION PASSED.**

III. ELECTION OF SECRETARY

Chair Miller opened the floor for nomination of Secretary of the GURA Budget Committee. **MOTION made by McCarthy to elect Marlene Westerfield as Secretary. Seconded by Wrabek. AYES: Michele Aeder, Chris Miller, Christy Stumpf, Larry Stewart, Suzanne McCarthy, Jordan Grice, Marlene Westerfield, Eugene Tish, Norman Shattuck, Joe Wrabek. NAYS: None. MOTION PASSED.**

IV. PUBLIC COMMENT ON THE PROPOSED BUDGET

Chair Miller asked if there was any public comment on the proposed budget. Hearing none, Chair Miller closed public comment at 6:03 p.m. and gave the floor to the Budget Officer.

V. RECEIPT OF BUDGET MESSAGE AND PROPOSED BUDGET

O'Leary discussed the budget message document and answered questions from the committee members.

VI. BUDGET APPROVAL

MOTION made by Folkema to approve the General and Debt Service Funds by Category for the Garibaldi Urban Renewal Agency for the Fiscal Year 2017-2018 as presented. Seconded by Wrabek. AYES: Michele Aeder, Chris Miller, Christy Stumpf, Larry Stewart, Suzanne McCarthy, Jordan Grice, Marlene Westerfield, Eugene Tish, Norman Shattuck, Joe Wrabek, and Valerie Folkema. NAYS: None. MOTION PASSED.

VII. ADJOURNMENT

Chair adjourned at 6:11 p.m.

Suzanne McCarthy, GURA Vice Chair

ATTEST:

John O'Leary, City Manager/Budget Officer



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SPECIAL GARIBALDI URBAN RENEWAL AGENCY MEETING

Monday, June 19, 2017

Council Chambers, 107 6th Street, Garibaldi, 6:30 P.M.

- I. **CALL TO ORDER**
Mayor Suzanne McCarthy called to order the Urban Renewal meeting at 6:35 p.m. Present were members Larry Stewart and Joe Wrabek, Council President Eugene Tish and City Council members Jordan Grice and Norm Shattuck, City Manager John O'Leary and Administrative Assistant II Kylie Poklikuha. Members Roberta Bettis and Val Folkema were excused.
- II. **RESOLUTION ADOPTING FY 2017-2018 BUDGET, MAKING APPROPRIATIONS AND REQUESTING TAX INCREMENT**
MOTION Made by Tish to approve the Resolution with the year amended. Seconded by Wrabek. AYES: Grice, McCarthy, Tish, Shattuck, Stewart, Wrabek. NAYS: None. Motion passed unanimously.
- III. **ADJOURNMENT**
Mayor Suzanne McCarthy adjourned the meeting at 6:34 p.m.

ATTEST:

Suzanne McCarthy, Mayor

John O'Leary, City Manager

SPECIAL GURA MEETING

Monday, June 18, 2018, 6:30 P.M.

Council Chambers, Garibaldi City Hall

6:30 P.M. – SPECIAL GURA BOARD MEETING

I. CALL TO ORDER

The Mayor should call the meeting to order and open the public hearing for the budget.

II. PUBLIC HEARING OF THE FY 2018-2019 GURA BUDGET

The Mayor should call to order the public hearing for the FY 2018-19 GURA Budget. Please note time for the record. The Chair should say the following:

"This is a public hearing regarding the fiscal year 2018-2019 budget. This budget was reviewed and approved by the Garibaldi Urban Renewal Agency Budget Committee on June 6th, 2018. Notice of this hearing has been posted around town, and a summary of the budget and a notice of this hearing were published in a local newspaper of record, which was distributed earlier this month in accordance with state law and the rules of the urban renewal agency. At this time the budget officer is not suggesting any changes to the budget as approved by the budget committee. If there are any comments on the budget, please state you name and address for the record before making your comment. Before we take any comments I will ask the budget officer to review the budget as presented."

At that point I'll go through the budget briefly. Once the comments are out of the way the Chair can have the budget officer address any concerns of the public or the GURA board. Once there are no further questions the Chair should close the public hearing – please note the time for the record.

III. RESOLUTION ADOPTING THE FY 2018-2019 GARIBALDI URBAN RENEWAL AGENCY BUDGET, MAKING APPROPRIATIONS AND REQUESTING TAX INCREMENT

(PAGES 2 – 3)

The Chair should resume the regular meeting and ask if there are any other comments on the budget. If not, I would recommend a **MOTION to adopt a resolution adopting the fiscal year 2018-2019 budget for the Garibaldi Urban Renewal Agency, making appropriations and requesting taxes as approved by the GURA Budget Committee and as presented here.**

IV. ADJOURNMENT

No motion is necessary, simply adjourn and state the time for the record.

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**GARIBALDI URBAN RENEWAL AGENCY
RESOLUTION NO. 2018-01**

**A RESOLUTION ADOPTING THE FISCAL YEAR 2018-2019 BUDGET, MAKING APPROPRIATIONS
AND REQUESTING THE TAX INCREMENT.**

THE GARIBALDI URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:

Section 1. ADOPTING THE BUDGET. The Board of the Garibaldi Urban Renewal Agency hereby adopts the budget for fiscal year 2018-2019 in the total of \$1,265,220. This budget is now on file at Garibaldi City Hall, 107 Sixth St., Garibaldi, Oregon.

Section 2. MAKING APPROPRIATIONS. The Board of the Garibaldi Urban Renewal Agency hereby appropriates the following amounts for the fiscal year beginning 1 July 2018, and for the purposes shown below:

GENERAL FUND	
Materials and Services.....	\$ 3,550
Capital Outlay.....	\$ 800,000
Special Payments	\$ 170,000
Contingencies	\$ 500
FUND TOTAL	\$ 974,050
DEBT SERVICE FUND	
Debt Service.....	\$ 91,170
Interfund Transfers.....	\$ 200,000
Contingencies	\$ 0
FUND TOTAL \$	\$ 291,170
TOTAL APPROPRIATIONS, ALL FUNDS.....	\$1,265,220
UNAPPROPRIATED ENDING FUND BALANCES	
General Fund	\$ 68,723
Debt Service Fund	\$ 0

Section 3. CERTIFYING REQUEST. The Board of the Garibaldi Urban Renewal Agency hereby resolves to certify to the Tillamook County Assessor a request for the Garibaldi Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

ADOPTED AND APPROVED BY THE GARIBALDI URBAN RENEWAL AGENCY, this 18th day of June, 2018.

Christy Stumpf, Chair

ATTEST:

John O'Leary, City Manager

I hereby certify that a public hearing before the GURA Budget Committee was held on 6 June 2018, and a public hearing before the GURA was held on 18 June 2018, giving citizens an opportunity to comment on the GURA budget.

John O'Leary, City Manager