

Columbia County Development Agency

FY15 Proposed Budget

TABLE OF CONTENTS

CCDA Budget Committee Meeting Agenda.....	p. 1
CCDA Budget Message	p. 2
CCDA Budget Summary.....	p. 3
CCDA Budget Narrative	p. 4
CCDA Budget Detail	p. 5
CCDA Affidavit of Publication.....	p. 7
CCDA Model Motion	p. 8

**Budget Committee
Columbia County Development Agency, Oregon**

BUDGET MEETING AGENDA

Thursday, April 24, 2014

10:00 a.m.

Room 308, County Courthouse

1. Elect Officers of Budget Committee
2. Presentation of Budget Message
3. Public Comment
4. Budget Committee Discussion
5. Approve Budget Amount

TO : Columbia County Development Agency Budget Committee
FROM : Earl Fisher, Budget Officer
DATE : April 21, 2014
RE : **Annual Budget Message**

In accordance with Oregon Budget Law, I hereby submit my FY 2014-15 Proposed Budget for consideration by the Budget Committee.

The Columbia County Development Agency is an urban renewal agency for Columbia County which has the authority to administer the Port Westward Urban Renewal Plan. The Development Agency receives property tax increment which may be used to pay debt incurred by the Agency administrating the Urban Renewal Plan. This is the eleventh budget year for this Agency.

Pursuant to Oregon Budget Law, the Budget Proposal Detail Report shows the historical data of actual expenditures and resources for the two preceding years and the adopted budget for the current fiscal year 2014 on the left side of the Description column. My recommendations are listed on the right side under the column entitled "2015 Proposed." Your action will appear under the column entitled "2015 Approved," and the final appropriation will appear under the column entitled "2015 Adopted."

Respectfully submitted,

Earl Fisher

Budget Officer

FY15 Proposed Budget and Prior Year Data

CCDA

818

FY15 Columbia County Development Agency Budget Book, Page 3

Summary	FY15 Proposed Budget	FY14 Projected Actuals	FY14 Budget	Change FY14 Projected Actuals and FY15 Budget	FY13 Actuals	FY12 Actuals	Four Year Trend: FY15 to FY12	
Unrestricted Beginning Balance								
Restricted Beginning Balance	902,375	326,149	281,795	176.7%	360,375	365,112		
Total Beginning Balance	902,375	326,149	281,795	176.7%	360,375	365,112		
Property Tax		Vast majority of fund resources are restricted property tax for Tax Increment Funds (TIF) for the urban renewal district.				0		
State, Fed Local Government					0	0		
Other Resources					0	0		
FY Unrestricted Resources Total					0	0		
Property Tax	2,258,323	2,205,614	1,990,746	2.4%	8,997	34,464		
State, Fed Local Government	0	0	0		0	0		
Fees, Permits, Fines, Srvs Chrg	0	0	0		0	0		
Bond or Debt Proceeds	0	0	0		0	0		
Transfers/Reimb from County Funds	0	0	0		0	0		
Misc Resources, Component Unit Pymts	1,750	1,641	1,560	6.7%	2,010	2,048		
FY Restricted Resources Total	2,260,073	2,207,255	1,992,306	2.4%	11,006	36,512		
Total Resources	3,162,447	2,533,404	2,274,101	24.8%	371,381	401,625		
Personal Services	0	0	0		0	0		
Materials and Services	27,278	13,891	31,500	96.4%	6,306	41,250		
Capital Outlay	0	0	0		0	0		
Debt Service	756,954	1,000,000	1,000,000	-24.3%	0	0		
Transfers to County Funds	0	0	0		0	0		
Contingencies	1,255,342	0	630,709		0	0		
Ending Fund Balance	0	0	0		0	0		
Special Payments	1,122,873	617,139	611,891	81.9%	38,926	0		
Total Expenditure	3,162,447	1,631,030	2,274,101	93.9%	45,232	41,250		
FY Net Revenue	(902,375)	576,225	(281,795)	-256.6%	(34,225)	(4,738)		
Net Revenue Including Begin Bals	0	902,375	0	-100.0%	326,149	360,375		

Columbia County Development Agency Fund - Fund 818

The Columbia County Development Agency (“CCDA”) is the urban renewal agency for Columbia County which has the authority to administer the Port Westward Urban Renewal Plan. The CCDA receives property tax increment which may be used to pay debt incurred by the Agency in infrastructure development of the Port Westward Urban Renewal Area. Urban renewal districts are subject to annual swings in property tax receipts due to how tax increment revenue is calculated and the existence of developers within the Port Westward Urban Renewal District subject to enterprise zone tax exemptions. This volatility can be seen over the years, when the CCDA experienced a decline in property tax revenue.

FY 2014-2015 Highlights and Significant Changes

Industries located within the Port Westward Urban Renewal District have made capital improvements at the Port Westward site, including the start of construction of the PGE Port Westward Unit 2, a gas-fired, peak load power plant. These improvements have increased the tax revenues available to pay CCDA debt service.

It is anticipated that the PGE Unit 2 will begin service in early calendar year 2015. Once that occurs, the Strategic Investment Program will commence and revenues to the various taxing districts within the urban renewal area under the SIP will begin.

PGE’s Enterprise Zone Exemption has ended and increased revenues for debt service have resumed.

FY2013-2014 Accomplishments

The CCDA has held several meetings with the Port of St. Helens to improve understanding on the issue of rates to be charged for the use of the water system at Port Westward and the amount of tariffs to be collected to pay down the debt service on the water system loan from the State Infrastructure Finance Authority of the Business Development Department in anticipation of the upcoming loan payment.

The County has dedicated .5 FTE staff to perform the various administrative duties of the CCDA, which time commitment is currently appropriate. The administrator is currently working at .33 FTE due to other demands outside the CCDA which need to be completed. One of the tasks that will be accomplished by the administrator is the updating of the Model Projections forecasting tax increment revenues coming into the Agency for debt service.

General
Budget Analysis

Columbia County
230 Strand Street
St. Helens, OR 97051



FY15 Columbia County Development Agency Budget Book, Page 5

2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	Account	Description	2015 FTE	2015 Requested	2015 Proposed	2015 Approved	2015 Adopted
				818	Col County Development Agency					
				R15	Restricted Fund Balance					
-	-	-	-	00-3001	Beginning Cash Balance	0.00	-	-	-	-
363,950	360,375	280,795	326,149	00-3004	Restricted Cash Bal	0.00	902,375	902,375	-	-
1,162	-	1,000	-	00-3005	Non-spendable Beg'ng Cash Bal	0.00	-	-	-	-
365,112	360,375	281,795	326,149		Restricted Fund Balance Totals:	0.00	902,375	902,375	-	-
				R36	Restr State/ Local Govt Grant/ Forest, Land Sales & Royalties	0.00	-	-	-	-
-	-	50	-	00-3040						
-	-	50	-		Restr State/ Local Govt Grant/ Totals:	0.00	-	-	-	-
				R65	Other Resources (Restr)					
2,040	2,010	1,500	1,049	00-3020	Interest on Investments	0.00	1,500	1,500	-	-
2,040	2,010	1,500	1,049		Other Resources (Restr) Totals:	0.00	1,500	1,500	-	-
				R75	Property Tax (Restr)					
3,767	-	1,988,746	2,118,364	00-3010	Div of Property Taxes-Current	0.00	2,253,323	2,253,323	-	-
30,697	8,997	2,000	6,751	00-3015	Div of Property Taxes-Prior	0.00	5,000	5,000	-	-
8	-	10	192	00-3022	Interest on Unsegregated Taxes	0.00	250	250	-	-
34,472	8,997	1,990,756	2,125,306		Property Tax (Restr) Totals:	0.00	2,258,573	2,258,573	-	-
401,625	371,381	2,274,101	2,452,504		REVENUES TOTALS:	0.00	3,162,447	3,162,447	-	-
				E4	Debt Service					
-	-	475,139	-	00-6012	Co. Road Improvement Debt Serv	0.00	975,139	975,139	-	-
-	-	1,000,000	-	00-6013	Port Improvement Debt Service	0.00	756,954	756,954	-	-
-	-	-	-	00-6014	Other Agencies Debt Service	0.00	-	-	-	-
-	-	1,475,139	-		Debt Service Totals:	0.00	1,732,093	1,732,093	-	-

2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	Account	Description	2015 FTE	2015 Requested	2015 Proposed	2015 Approved	2015 Adopted
-	38,153	97,221	-	E5 00-5302	Transfers Transfer Gen Fund Admin Costs	0.00	101,850	101,850	-	-
-	773	39,531	-	00-5310	Transfer Gen Fund Staffing	0.00	48,188	45,884	-	-
-	38,926	136,752	-		Transfers Totals:	0.00	150,038	147,734	-	-
-	-	630,709	-	E6 00-5401	Contingencies Contingency	0.00	1,253,038	1,255,342	-	-
-	-	630,709	-		Contingencies Totals:	0.00	1,253,038	1,255,342	-	-
-	-	-	-	E7 00-5501	Ending Balances Ending Cash Balance	0.00	-	-	-	-
-	-	-	-		Ending Balances Totals:	0.00	-	-	-	-
-	38,926	2,242,601	-		EXPENDITURES TOTALS:	0.00	3,135,169	3,135,169	-	-
1,662	1,161	1,500	1,678	01 E2 00-4588	Materials and Services Property & Liab Insurance	0.00	2,278	2,278	-	-
38,979	4,700	25,000	3,669	00-4910	Consulting Services	0.00	20,000	20,000	-	-
609	445	5,000	44	00-4911	Supplies	0.00	5,000	5,000	-	-
41,250	6,306	31,500	5,391		Materials and Services Totals:	0.00	27,278	27,278	-	-
41,250	6,306	31,500	5,391		EXPENDITURES TOTALS:	0.00	27,278	27,278	-	-
-	-	-	-		DEPT REVENUES	0.00	-	-	-	-
41,250	6,306	31,500	5,391		DEPT EXPENSES	0.00	27,278	27,278	-	-
(41,250)	(6,306)	(31,500)	(5,391)		Totals:	0.00	(27,278)	(27,278)	-	-
401,625	371,381	2,274,101	2,452,504		FUND REVENUES	0.00	3,162,447	3,162,447	-	-
41,250	45,232	2,274,101	5,391		FUND EXPENSES	0.00	3,162,447	3,162,447	-	-
360,375	326,149	-	2,447,114		Col County Development Agency Tot	0.00	-	-	-	-
401,625	371,381	2,274,101	2,452,504		REPORT REVENUES	0.00	3,162,447	3,162,447	-	-
41,250	45,232	2,274,101	5,391		REPORT EXPENSES	0.00	3,162,447	3,162,447	-	-
360,375	326,149	-	2,447,114		REPORT TOTALS:	0.00	-	-	-	-

**AFFIDAVIT
OF
PUBLICATION**

COUNTY OF COLUMBIA
STATE OF OREGON SS.

I, Don Patterson, being first duly sworn, depose and say that I am The Publisher of The Chronicle, a newspaper of general circulation, as defined by sections ORS 193.010 and 193.020, printed and published at St. Helens, in the aforesaid county and state; that the

Budget Committee of
Columbia County Development
Agency District

Notice of Budget Committee
Meeting April 24, 2014

1 (one) successive and
consecutive weeks in the
following issues:

April 2, 2014



Don Patterson

Subscribed and sworn before
me this

2nd day of April, 2014



**CH14-071
NOTICE OF
BUDGET
COMMITTEE MEETING**
A public meeting of the Budget Committee of Columbia County Development Agency, Columbia County, State of Oregon, to discuss the budget for the fiscal year July 1, 2014 to June 30, 2015 will be held at 230 Strand Street Room 308, St. Helens, OR 97051. The meeting will take place on the 24th day of April, 2014 at 10:00 AM. The purpose of the meeting is to receive the budget message and budget document as well as public comment on the budget. A copy of the budget document may be inspected or obtained on or after April 23, 2014, at the finance office at 230 Strand Street, St. Helens, OR between the hours of 8:30 A.M. and 5:00 P.M. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear and discuss the proposed programs with the Budget Committee. Additional notice of this meeting is found on our website: www.co.columbia.or.us

OFFICIAL STAMP
ALEXANDRA KATHRYN McCLURE
NOTARY PUBLIC-OREGON
COMMISSION NO. 924468
MY COMMISSION EXPIRES JANUARY 30, 2018

Model Budget Committee Motion for the CCDA

I would like to make a motion that the Columbia County Development Agency requests the maximum amount of tax increment revenue that may be raised by dividing the taxes under section 1C, Article IX of the Oregon Constitution and ORS Chapter 457.

The total budget is \$3,162,447.

Thus I move that we approve the budget for the Fiscal Year 2014-2015.