



**URBAN
RENEWAL
AGENCY**
of the City of Talent

TURA REGULAR MEETING

Agenda

Meeting held at Community Center

104 E. Main -

June 18th, 2024 – 6:00 p.m.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to the City Recorder at 541-535-1566, ext.6 or via email at cityrecorder@cityoftalent.org.

TURA reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting. Study Sessions, Regular and Special TURA meetings are being digitally recorded and will be available at www.talenturbanrenewal.com/agenda-minutes

- 1. Call to Order / Roll Call**
- 2. Speakers Heard on Non-Agenda Items**
Limited to 5 minutes or less per Board discretion
- 3. Consent Calendar**
- 4. Public Hearing**
 - 4.1 Budget Hearing for Fiscal Year 2024-2025 Budget.....
- 5. Items from Executive Director**
 - 5.1 Consideration of Fiscal Year 2024-2025 Budget (Resolution 24-2).....
 - 5.2 Approval of Trailer Disposition Plan
- 6. Items from Chair or Board members**
- 7. Written Communications**
- 8. Adjournment**



AGENDA REPORT

Meeting Date: June 18, 2024
Staff Recommendation: Approval

Primary Staff Contact: Gary Milliman
Estimated Time: 10 minutes

ISSUE BEFORE THE BOARD

Budget Hearing for Fiscal Year 2024-2025 Approved Budget

BACKGROUND

The Agency Budget Committee approved the proposed FY2024-25 budget on May 8, 2024. Prior to the Board's consideration of the budget for adoption, the Board holds a public hearing on the approved budget to receive comments or questions from the public.

The Board will consider matters discussed at the hearing as they consider making any changes to the approved budget or adopting the approved budget. Once the budget hearing is held, the Board can make changes to the budget that was approved by the budget committee. The Board will take all available information into consideration when adopting the budget. This includes public testimony and any new information affecting the estimates of the upcoming year's resources or expenditures.

There are restrictions on the size of certain changes by the Board that may require additional steps before the resulting budget can be adopted. Specifically, if the Board decides to increase expenditures within a fund by more than 10%, the Agency will publish notice of and host a second budget hearing before the adjusted budget is adopted.

HEARING PROCESS

- Opening of Public Hearing
- Staff Report
- Testimony
- Close of Public Hearing

ATTACHMENTS

- Approved FY 2024-25 Budget Document

BOARD ACTIONS

The Board can propose and vote on any changes to the budget, prior to considering the budget for adoption.

POTENTIAL MOTIONS

I move to adopt the 2024-2025 budget.

I move to *[amend the budget by...]*.

ATTACHMENTS

- FY2024-25 Approved Budget

**Talent Urban Renewal Agency
Proposed Budget
For the Fiscal Year 2024-25**

Actual 2021-22	Actual 2022-23	Budget 2023-24		Estimated 2023-24	Proposed Budget 2024-25	Approved Budget 2024-26
Revenues						
2,529,263	2,223,467	1,600,000	Beginning Fund Balance	1,537,230	1,500,000	1,500,000
16,883	6,035		Delinquent Property Tax and Interest	5,535	2,000	2,000
1,338,420	12,500	250,000	Donations/Grants/Reimbursements	240,478	-	-
-	10,530	-	Other Misc Income	358	-	-
700,000	-	-	Long Term Borrowing	-	-	-
9,797	50,190	30,000	Interest Income	71,241	40,000	40,000
\$ 4,594,363	\$ 2,302,723	1,880,000	Total Revenues	1,854,842	1,542,000	1,542,000
Materials & Services						
114,618	42,144	60,000	Administrative Services	36,603	38,000	38,000
46,413	144,673	50,000	Supplies, Insurance and Office	74,849	75,000	75,000
-	-	5,000	Travel and Training	-	-	-
6,650	-	10,000	Auditor	11,000	15,000	15,000
24,084	26,942	25,000	Legal	5,500	7,500	7,500
-	3,742	10,500	Miscellaneous and CPA	9,025	10,000	10,000
-	-	-	Materials & Services - 102 Home Street	184	-	-
32,889	532	20,000	Community Engagement	-	-	-
-	-	-	Grant - Talent Business Alliance	-	11,000	11,000
55,000	-	65,000	Grant Consultant	-	-	-
76,500	88,394	10,000	UR Consultant and Analyst	1,200	-	-
\$ 356,153	\$ 306,427	255,500	Total Materials & Services	138,362	156,500	156,500
Capital Outlay						
-	151,153	350,000	Land Acquisition	-	-	-
24,000	10,911	-	Grant - Malmgrem Garage	200,500	-	-
980	-	100,000	Grants	75,000	-	-
580	-	5,000	102 Home Street	-	-	-
1,937,076	42,202	25,000	Gateway Project	6,000	375,000	375,000
-	250,000	-	West Valley View Improvements	-	-	-
-	4,800	50,000	Historic Town Hall Renovation	-	250,000	250,000
54,750	-	300,000	Miscellaneous Improvement Projects	-	-	-
\$ 2,017,386	\$ 459,065	830,000	Total Capital Outlay	281,500	625,000	625,000
Debt Service						
-	-	-	Interest	-	6,816	6,816
-	-	-	Principal	-	18,586	18,586
-	-	721,000	Long Term Borrowing Reserve	-	-	-
\$ -	\$ -	721,000	Total Debt Service	-	25,402	25,402
Unallocated Funds						
-	-	73,500	Contingency	-	-	-
2,220,824	1,537,230	-	Ending Fund Balance	1,434,980	735,098	735,098
\$ 2,220,824	\$ 1,537,230	73,500	Total Unallocated Funds	1,434,980	735,098	735,098
\$ 4,594,363	\$ 2,302,723	1,880,000	Total Capital Projects Resources	1,854,842	1,542,000	1,542,000
\$ 4,594,363	\$ 2,302,723	1,880,000	Total Capital Projects Requirements	1,854,842	1,542,000	1,542,000

5.1



AGENDA REPORT

Meeting Date: June 18, 2024
Staff Recommendation: Approval

Primary Staff Contact: Gary Milliman
Estimated Time: 10 minutes

ISSUE BEFORE THE BOARD

Approval of Resolution 24-2, A Resolution of the Urban Renewal Agency of the City of Talent Adopting the Fiscal Year 2024-2025 Budget.

BACKGROUND

The Urban Renewal Budget Committee approved the proposed FY2024-25 budget on May 8, 2024. Prior to the Board's consideration of the budget for adoption, the Board held a public hearing on June 18, 2024 prior to adopting the budget to receive comments or questions from the public.

BOARD ACTIONS/POTENTIAL MOTIONS

I move to approve Resolution 24-2, A Resolution of the Urban Renewal Agency of the City of Talent Adopting the Fiscal Year 2024-2025 Budget.

ATTACHMENTS

- Resolution 24-2, A Resolution of the Urban Renewal Agency of the City of Talent Adopting the Fiscal Year 2024-2025 Budget.



RESOLUTION 24-2

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF TALENT ADOPTING THE FISCAL YEAR 2024-2025 BUDGET

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Urban Renewal Agency of the City of Talent hereby adopts the budget for the fiscal year 2024-2025 in the sum of **\$1,542,000**. The budget is now on file at talenturbanrenewal.com.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated as follows:

CAPITAL PROJECT FUND

Personnel Service	\$ 0
Materials and Services	\$ 156,500
Capital Outlay	\$ 625,000
Short Term Debt Service	\$ 25,402
Unappropriated Ending Fund Balance	\$ 735,098
Total Capital Projects Fund	\$ 1,542,000

DEBT SERVICE FUND

Debt Service	\$ 0
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SUMMARY

Total Appropriations, All Funds	\$ 1,542,000
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The above resolution statement was approved and declared adopted on this 18th day of June 2024, by the following vote:

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

Signed by me in authentication of its adoption and passage by the Urban Renewal Agency of the City of Talent this 18th day of June 2024.

ATTEST: _____
Gary Milliman, Executive Director



AGENDA REPORT

Meeting Date: June 18, 2024
Staff Recommendation: Approval

Primary Staff Contact: Gary Milliman
Estimated Time: 10 minutes

ISSUE BEFORE THE BOARD

Approval of Trailer Disposition Policy for the travel trailers at the Gateway Transitional Housing Site.

BACKGROUND

The Intermediate Housing Solution Program, established through Section 279 of House Bill 5006 (2021), is intended to provide intermediate housing to Labor Day 2020 wildfire survivors on their pathway to securing permanent housing recovery. The 53 travel trailers located at the Gateway Site were purchased by the State through its Oregon Housing and Community Services Department and provided to the non-profit Rogue Retreat as part of the Intermediate Housing Solution Program.

In February 2023, the Talent Urban Renewal Agency (TURA) took on ownership of the 53 travel trailers through Intergovernmental Agreement No. 7446 with the State. That agreement stipulates that TURA must provide a disposition plan for the travel trailers that has been approved by the State. In February 2023 TURA and OHCS retained ACCESS as the project site manager.

A Trailer Disposition Plan was developed in 2021, but was never approved by the TURA Board. Staff has worked with representatives of OHCS to update that document, which has also been reviewed by ACCESS. The Executive Director has also conferred with the Phoenix Talent School Superintendent and the Jackson County Fire District 5 Chief. ACCESS staff is now contacting Gateway residents concerning the possibility of relocating with the trailer they currently occupy.

A companion administrative document will be developed that will detail how the conveyance of the trailers will be handled.

BOARD ACTIONS/POTENTIAL MOTIONS

Staff recommends approval of the Disposition Policy for the travel trailers at the Gateway Transitional Housing Site.

Motion to approve the Disposition Policy for the travel trailers at the Gateway
Transitional Housing Site

ATTACHMENTS

- Trailer Disposition Letter to ACCESS
- Trailer Disposition Plan draft 2024



**URBAN
RENEWAL
AGENCY**

of the City of Talent

P.O. Box 445, Talent, OR 97540
Phone: (541) 535-1566
Fax: (541) 535-7423
urbanrenewal@cityoftalent.org

Joe Vollmar
Chief Operations and Housing Officer
ACCESS
3630 Aviation Way
Medford, OR 97501

June 12, 2024

Dear Mr. Vollmar,

The purpose of this letter is to advise you that the Talent Urban Renewal Agency and the Oregon Department of Housing and Community Services have developed a draft policy for the disposition of the trailers located at the Gateway Transitional Housing Site as the lease/project management agreement end date of January 31, 2025, with ACCESS approaches.

Attached is a copy of the draft Disposition Policy that will be considered by the Talent Urban Renewal Agency at their regular public meeting of June 18, 2024. This meeting will be held at the Talent Community Center beginning at 6:00 p.m. and is also available for remote attendance (see below).

The draft Disposition Policy is a public document and can be made available to the Gateway residents. We are requesting that you make the residents at Gateway Transitional Housing Site aware of this matter as you continue to assist them in securing permanent housing.

*Virtual meeting attendance: To access the TURA meeting virtually, visit the City website at www.cityoftalent.org and click on the calendar icon along the bottom of the page. Select the **TURA meeting for June 18, 2024** followed by the Zoom link. You will be prompted to open a new window, please select "open meeting in browser". To participate in the meeting, select the "hand icon" and await further instructions.*

Respectfully,

Gary Milliman
Executive Director

Cc: Oregon Housing and Community Services
Talent Mayor
TURA Urban Renewal Agency
Phoenix-Talent School District

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

Talent Urban Renewal is an Equal Opportunity Provider

DISPOSITION POLICY

Travel Trailers at the Gateway Transitional Housing Site

June 20, 2024

BACKGROUND

DISPOSITION POLICY

This is a policy document. Administrative details with respect to implementing this policy will be adopted in a separate, complementary document.

A trailer will be deemed ready for disposition when (a) the trailer remains vacant for more than 10 days, or (b) the trailer is deemed uninhabitable by the transitional housing provider due to safety or sanitary conditions. On March 8, 2024, TURA expressed its desire that trailers that are vacated not be reoccupied. The project site manager will notify TURA as trailers become vacant. When a trailer is ready for disposition, it will be disposed of in the following priority order.

For trailers that are habitable:

- Priority 1: Donation to transitional housing residents.
Trailer(s) will be donated to residents occupying the trailer as participants of the Gateway Transitional Housing Program, at the time they move out of the housing program. A trailer tenant is not subject to the 10-day vacant policy as referenced above.
- Priority 2: Donation to non-profit that provides transitional housing services. Trailer(s) will be donated to a non-profit organization that provides transitional housing services in Jackson County.
- Priority 3: Donation to Jackson County Fire District 5.
Up to three trailer(s) may be conveyed to Jackson County Fire District 5 for use in providing temporary housing for firefighters.
- Priority 4: Up to five trailers may be conveyed to the City of Talent for municipal use.
- Priority 5: Sale to the public, with proceeds used to cover costs associated with this Disposition Plan and expenses for maintenance and operating the units at the Gateway Project

For trailers that are not habitable and/or are not accepted as a donation:

- Priority 1: Donation to educational institution.
Trailer(s) will be donated to an educational institution with a shop or similar program where students can gain educational benefit by renovating the trailer(s).
- Priority 2: Disposal.
A contractor will be hired to decommission and dispose of the trailer(s).

Approved:

Talent Urban Renewal Agency

Date:

Oregon Housing and Community Development

Date:



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