

**MEMORANDUM**

TO: Mayor and City Council

FROM: Faye Stewart, Public Works & Development Director

SUBJECT: SECOND PUBLIC HEARING FOR ORDINANCE NO. 3148  
EXTENDING THE ECONOMIC & BUSINESS  
IMPROVEMENT DISTRICTS

DATE: December 8, 2021

Background

The second hearing for the extension of the term for the Economic Improvement District (EID) and Business Improvement District (BID) is scheduled for December 13, 2021. All of the business owners in the BID were sent written notification of the proposed assessment (\$100 a year). All of the property owners in the EID for both tiers were sent their assessment amount which varies from property to property depending on size and if residential use is provided. A public hearing notice was also published in the Sentinel newspaper. With the written notification to the BID business owners and EID property owners a fact sheet was provided. The fact sheet is attached for your information.


A current update of those who have remonstrated and the percentage that reflects will be provided when the ordinance is considered for second reading.

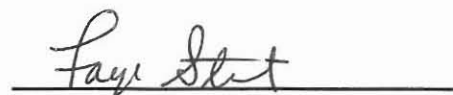
Recommendation

That the public hearing be held.

Cost

None

  
Richard Meyers, City Manager

  
Faye Stewart, Public Works &  
Development Director



## FACT SHEET

### EXTENSION OF FIVE YEAR TERM FOR ECONOMIC IMPROVEMENT DISTRICT (EID)

December 2021

**Remonstrance:** If you are **NOT** in favor of the EID, State statute requires that you remonstrate in writing. Written objections can be delivered at the public hearing, or mailed/delivered to Community Development Department, 400 E. Main St., Cottage Grove, OR 97424.

The remonstrance (written objection) shall provide the following information to insure accurate recording:

- Date,
- Name of the property owner,
- Tax lot number of the subject property,
- Address of the subject property,
- That you are objecting to the formation of the appropriate district, and
- Signature of the property owner.

All remonstrances shall be done prior to or at the Public Hearing scheduled for December 13, 2021 at 7:00 PM

**Boundaries:** The boundaries of the two districts are identical and a map is attached showing the boundaries. These boundaries are the same as the existing EID and BID districts. See the attached map.

**Proposed Assessment:**

-Economic Improvement District: The EID is proposed to be a two-tier district.

Tier 1: Property owners will pay \$0.05 (5 cents) a square foot a year with a maximum of \$500 and a minimum of \$100.

Tier 2: Property owners will pay \$0.02 (2 cents) a square foot a year with a maximum of \$300 and minimum of \$100.

-Clarification of Assessments:

- If you are a property and a business owner you will not pay the BID Assessment but will pay the EID assessment.
- If your property is residential you will NOT pay any assessment.
- If your property is mixed use and has residential apartments then you will pay a proportionate share of the EID assessment.

This notice includes the proposed assessment for each business owner and property owner that has not remonstrated.

Administration of the Districts:

- The assessments collected will be spent by an elected Board of Directors of the EBID District.
- The Board of Directors is composed of 7 members who are property owners and business owners.
- The Board of Directors is to have 4 members that are elected from Tier 1 and 3 members elected from Tier 2.
- The Board will serve both districts.
- The Board, NOT the City, will make decisions on the expenditure of the assessments raised.**

For information regarding the *public hearing or remonstrance process* please call the Public Works & Development Department at (541) 942-3340.

**For information regarding the *EID, BID, and/or their activities* please call the *Jim Gilroy* at (541) 334-5810 or email: [jgilroy@bannerbank.com](mailto:jgilroy@bannerbank.com).**

FACT SHEET

EXTENSION OF FIVE YEAR TERM  
FOR BUSINESS IMPROVEMENT DISTRICT (BID)

December 2021

**Remonstrance:** If you are NOT in favor of the BID, State statute requires that you remonstrate in writing. Written objections can be delivered at the public hearing, or mailed/delivered to Public Works & Development Department, 400 E. Main St., Cottage Grove, OR 97424.

The remonstrance (written objection) shall provide the following information to insure accurate recording:

- Date,
- Name of the Business,
- Address of the subject business,
- That you are objecting to the formation of the appropriate district, and
- Signature of the business owner.

All remonstrances shall be done prior to or at the Public Hearing scheduled for December 13, 2021 at 7:00 PM

Boundaries: The boundaries of the two districts are identical and a map is attached showing the boundaries. These boundaries are the same as the existing EID and BID districts. See the attached map.

Proposed Assessment:

-Business Improvement District: The BID will have a flat rate of \$100.00 per business per year for five (5) years.

-Clarification of Assessments:

- If you are a property and a business owner you will not pay the BID Assessment but will pay the EID assessment.
- If your property is residential you will NOT pay any assessment.
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