

PENDLETON DEVELOPMENT COMMISSION

URBAN RENEWAL DISTRICT

ADOPTED BUDGET



2019-2020

**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
ADOPTED BUDGET
FY 19-20**

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Pendleton Urban Renewal Commission

2017-2020 GOALS

Goal: Develop vacant or under-used upper stories above downtown historic buildings.

Goal: Develop a strategic plan for properties west of the Convention Center owned by PDC/City and others.

Goal: Improve/develop downtown public amenities.

**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
ADOPTED BUDGET
FY19-20**

2019-20 BUDGET COMMITTEE

Jake Cambier

Kricket Nicholson

Paul Chalmers

Vincent Papol

Scott Fairley

Tammie Parker

Tim Guenther

Dale Primmer

Carole Innes

Rita Rosenberg

Dave Krumbein

Mike Short

Becky Marks

Jeri Taylor

McKennon McDonald

John Turner

Linda Neuman

Lori Wyman

EXECUTIVE DIRECTOR

Robb Corbett



PENDLETON URBAN RENEWAL DISTRICT

Pendleton Development Commission

500 S.W. Dorion Avenue • Pendleton, OR 97801-2090

Telephone 541-966-0201

Fax 541-966-0231 • TDD 541-966-0230

Building businesses

With its emphasis on restoring historic buildings, it's possible to overlook the impact of the urban renewal program on operating businesses in downtown Pendleton. One clear indicator is the occupancy rate of downtown storefronts, which has moved from the mid-70% range a decade ago to the low-90% range most recently.

In addition, urban renewal funding has enabled the rise of a strong downtown business group, the Pendleton Downtown Association, which is closing in on 100 members who operate businesses in our downtown. The Association works on major issues such as parking improvement, downtown beautification—such as the hanging flower baskets every summer—and increasing customer traffic to the downtown merchants and food and beverage businesses.

Urban renewal also funded an extensive survey of Pendleton residents' shopping behavior and preferences last year. This important data is the basis for a new marketing program to bring more businesses to downtown and to assist those already here in strengthening their operations.

Through the urban renewal program, *Jump Start*, new and expanding downtown businesses receive a push, with both financial and other forms of assistance. On the financial side, *Jump Start* loans to new businesses over the past two years have given downtown two highly successful restaurants to add to the variety already here. *Jump Start* loans supported the start of our first micro-brewery and the continuation of our one downtown artisan bakery. *Jump Start* also enabled the start up of a clothing store, the number one retail store wanted downtown according to the shoppers research.

Restoring our history while adding housing

As so many news stories have pointed out, Pendleton has a housing shortage, something it shares with nearly every other community in Oregon. So we're pleased that we can support housing development while also restoring a historic building downtown. Urban renewal has emphasized restoring of upper stories in over a dozen downtown buildings. Then in 2018 the PDC combined two of its programs, façade restoration and upper story restoration, to partially fund development of 18 downtown apartments in a onetime hotel built in 1905. This project will wrap up in spring, 2019.

The same developer is pursuing a project in a second historic building, one built in 1897. Here we may see more than a dozen apartments added, in addition to a façade restoration that will return this wonderful building to its original historic character. This building may benefit from the design charette project produced by urban renewal in 2017-2018 that resulted in designs for the upper stories of six downtown historic buildings. While this building was not one of the six, its upper story design is nearly identical to one of the six, allowing the developer to use the same architecturally designed plans for this seventh historic building.

A onetime boarding house on Main Street is the site for both a business expansion and a façade restoration project in the spring, 2019, both projects partially financed with assistance from urban renewal. As with so many historic buildings, this one has seen a number of changes in its appearance but none that seriously detracted from the historic structure that opened in 1900.

Expanding our economy

Urban renewal provides a way to undertake projects to expand our economy while protecting historic resources. Those resources in turn appeal to a segment of the visitor trade, heritage travelers who enjoy the history of the places they visit. Our inventory of historic buildings downtown is the perfect magnet for this visitor, an attraction that can continue its appeal indefinitely, as long as we preserve these buildings.

Thank you again for the opportunity to serve Pendleton.

Sincerely,



Robb Corbett, Executive Director

Pendleton Development Commission



Charles Denight, Associate Director

Pendleton Development Commission



URBAN RENEWAL
AREA BOUNDARY

CITY OF PENDLETON-PLANNING DEPARTMENT

EXHIBIT "A"

URBAN RENEWAL AREA BOUNDARY MAP
REVISED BY RESOLUTION No. 2182
NOVEMBER 4, 2003



Figure 1: Pendleton Downtown Riverfront Urban Renewal Boundary

Tashman Johnson LLC

Seder Architects pc

PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
Budget Calendar Fiscal 2020

- 04/3 FY 2020 budget forms and financial reports distributed.
- 04/11* Send notices of first budget committee meeting to paper.
- 04/11 Meeting with the Executive Director.
- 04/24 Begin printing budget.
- 04/25* Publish notice of first budget committee meeting. (Not less than 5 days before meeting nor more than 30 days.) Website notice 10 days before meeting.
- 04/26 Preliminary Budget completed.
- 05/09 Budget Committee meeting.
- 05/29** Send budget summaries and notice of Development Commission hearing to paper.
- 06/06 Publish notice of hearing before the Development Commission. (Not less than 5 days and not more than 30 days.) Publish Budget summaries and all other required State of Oregon Department of Revenue forms.
- 06/18 Budget Hearing before the Development Commission.
- 06/18 Budget proposed for adoption at this time.
- 07/01 Budget and proper state budget forms submitted to County Assessor.

* Publishing dates

** Newspaper deadline dates

PENDLETON DEVELOPMENT COMMISSION

RESOLUTION # 19-002

BE IT RESOLVED;

Section 1. Adopt the Budget. That the Urban Renewal District Budget as approved by the Budget Committee and as presented to the Board of Directors of the Pendleton Development Commission at their meeting of June 18, 2019 is adopted in the amount of \$2,336,400 as the budget for fiscal year 2019-2020.

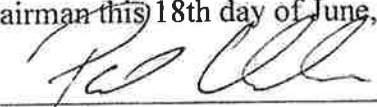
Section 2. Declaration of Tax Increments. That the Board of Directors of the Pendleton Development Commission hereby resolves to certify to the Umatilla County Assessor a request for the Pendleton Downtown Riverfront Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

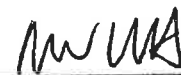
Section 3. Make Appropriations. That the Board of Directors makes appropriations for the purposes shown below for the fiscal year 2019-2020:

	<u>Appropriation</u>
<u>URBAN RENEWAL DISTRICT DEBT SERVICE FUND</u>	
URA Debt Operations	\$ 105,800
Debt Service	590,500
TOTAL URBAN RENEWAL DISTRICT DEBT SERVICE FUND	<u>\$ 696,300</u>
<u>URBAN RENEWAL DISTRICT OPERATING FUND</u>	
URA Operating Operations	\$ 777,500
Contingency	229,900
TOTAL URBAN RENEWAL DISTRICT OPERATING FUND	<u>\$ 1,007,400</u>

THIS resolution is effective on July 1, 2019.

PASSED by the Board of Directors and approved by the Chairman this 18th day of June, 2019.


Paul Chalmers, Chairman

Attested to: 
Robb Corbett, Executive Director


Approved as to form: 
Nancy Kerns, City Attorney

PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL AGENCY


BUDGET COMMITTEE RESOLUTION 2019-1

BE IT RESOLVED that the Budget Committee for the Pendleton Development Commission Urban Renewal Agency hereby approves the request to the Umatilla County Assessor for the Pendleton Downtown Riverfront Urban Renewal 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.

PASSED by vote of the Budget Committee and Approved by the Chairman May 9th, 2019.

APPROVED: 
Chairman

ATTEST: 
Budget Committee Secretary

APPROVED AS TO FORM: 
Nancy Kerns, City Attorney

**PENDLETON DEVELOPMENT COMMISSION
 URBAN RENEWAL DISTRICT
 DEBT SERVICE FUND
 RESOURCE SUMMARY**

Description of Revenue Sources

The Urban Renewal District (referred to as the Pendleton Downtown/Riverfront Urban Renewal District) URA is a separate district from the City of Pendleton. Property taxes within the District are frozen at the level for 2003-2004 tax year. Any increase in taxes on properties within the District goes to the District.

FY20 Projections of Revenues

The beginning fund balance consists of reserves from the current fiscal year. Taxes are based on FY18-19 current tax receipts estimation with a 3% increase from estimated receipts in FY19.

Actual FY17	Actual FY18	Budget FY19	RESOURCES	Proposed Budget FY20	Approved Budget FY20	Adopted Budget FY20
\$1,193,605	\$751,440	\$891,000	BEGINNING WORKING CAPITAL	\$419,000	\$419,000	\$419,000
713,259	732,384	765,000	TAXES	900,000	900,000	900,000
			MISCELLANEOUS REVENUES			
0	0	0	Grants	0	0	0
8,209	7,357	10,100	Interest	10,000	10,000	10,000
8,209	7,357	10,100	Total Charges for Services	10,000	10,000	10,000
0	0	0	TRSFRR FROM OPERATING FUND	0	0	0
\$1,915,073	\$1,491,180	\$1,666,100	TOTAL FUND RESOURCES	\$1,329,000	\$1,329,000	\$1,329,000

**PENDLETON DEVELOPMENT COMMISSION
 URBAN RENEWAL DISTRICT
 DEBT SERVICE FUND
 EXPENDITURE SUMMARY**

Description of Revenue Sources

The Urban Renewal District is a separate district from the City of Pendleton. The Pendleton City Council also serves as the board members of the Pendleton Development Commission with advice from a separate advisory committee. The Debt Service receives tax dollars and uses the tax dollars to pay the Urban Renewal Agency's debt.

FY20 Proposed Budget

Reimbursement to the City includes \$59,270 for the Associate Director's salary and direct supplies and the balance is for City reimbursement for personnel, materials, audit, bookkeeping, payroll and other services provided to support the Urban Renewal Agency. Debt payments are for one fixed term loan and one credit line loan with a local institution.

Actual FY17	Actual FY18	Budget FY19	EXPENDITURE CATEGORIES	Proposed Budget FY20	Approved Budget FY20	Adopted Budget FY20
			MATERIALS AND SERVICES			
\$0	\$0	\$500	Other Expenses	\$0	\$0	\$0
68,873	55,851	115,600	City Reimbursement of Expense/Personnel	105,800	105,800	105,800
68,873	55,851	116,100	Total Materials and Services	105,800	105,800	105,800
			DEBT SERVICE			
740,824	0	0	Principal on Community Bank Loan	0	0	0
63,779	0	0	Interest on Community Bank Loan	0	0	0
198,773	508,214	219,000	Principal on Banner Bank Loan	239,000	239,000	239,000
77,394	71,674	45,000	Interest on Banner Bank Loan	36,500	36,500	36,500
0	0	1,000,000	Additional Credit Line Debt	310,000	310,000	310,000
13,990	22,680	10,000	Other Financing Fees	5,000	5,000	5,000
1,094,760	602,568	1,274,000	Total Debt Service	590,500	590,500	590,500
0	0	276,000	RESERVE FOR DEBT SERVICE	632,700	632,700	632,700
\$1,163,633	\$658,419	\$1,666,100	TOTAL DEBT EXPENDITURES	\$1,329,000	\$1,329,000	\$1,329,000

**PENDLETON DEVELOPMENT COMMISSION
 URBAN RENEWAL DISTRICT
 OPERATING FUND
 RESOURCE SUMMARY**

Description of Revenue Sources

The Urban Renewal District is a separate district from the City of Pendleton. The Pendleton City Council also serves as the board members of the Pendleton Development Commission, with advice from a separate advisory committee. The Operating Fund provides for funding from loan proceeds for projects of the Urban Renewal District.

FY20 Projections of Revenues

The Urban Renewal Agency will fund operations with credit line loan proceeds for the FY20. Jump Start loan repayments are expected at \$22,400 for the fiscal year.

Actual FY17	Actual FY18	Budget FY19	RESOURCES	Proposed Budget FY20	Approved Budget FY20	Adopted Budget FY20
\$424,972	\$292,937	\$195,000	BEGINNING WORKING CAPITAL	\$681,000	\$681,000	\$681,000
			MISCELLANEOUS REVENUES			
0	300,000	2,000,000	Loan Proceeds	300,000	300,000	300,000
17,241	39,276	22,500	Jump Start Loan Repayments	22,400	22,400	22,400
0	2,500		Donations/Grants			
0	0		ODOT Reimbursement			
0	0	0	Miscellaneous Revenues	0	0	0
2,595	2,050	1,500	Interest	4,000	4,000	4,000
19,836	343,826	2,024,000	Total Miscellaneous Revenues	326,400	326,400	326,400
\$444,808	\$636,763	\$2,219,000	TOTAL FUND RESOURCES	\$1,007,400	\$1,007,400	\$1,007,400

**PENDLETON DEVELOPMENT COMMISSION
 URBAN RENEWAL DISTRICT
 OPERATING FUND
 EXPENDITURE SUMMARY**

Description of Revenue Sources

The Urban Renewal District is a separate district from the City of Pendleton. The Operating Fund provides for funding from loan proceeds for the projects of the Urban Renewal District.

FY20 Proposed Budget

This budget continues the current programs and budgets \$229,900 in contingency, with the expectation this will be the beginning fund operating budget for fiscal year 2020-21. Capital of \$50,000 is simply a place holder for possible improvements in the upcoming year.

Actual FY17	Actual FY18	Budget FY19	EXPENDITURE CATEGORIES	Proposed Budget FY20	Approved Budget FY20	Adopted Budget FY20
MATERIALS AND SERVICES						
\$0	\$0	\$0	Grants	\$0	\$0	\$0
1,914	2,904	2,500	Other Expense	2,500	2,500	2,500
0	0	2,500	Code Barrier Grants	0	0	0
0	0	20,000	Festival Area	0	0	0
0	98,495	100,000	Fresh Start	100,000	100,000	100,000
11,529	64,219	100,000	Jump Start	100,000	100,000	100,000
76,009	52,901	850,000	Second Story Access	310,000	310,000	310,000
0	0	25,000	Marketing	10,000	10,000	10,000
1,903	14,528	50,000	Demolition Grants	15,000	15,000	15,000
0	61,250	55,000	Pendleton Downtown Assn	40,000	40,000	40,000
60,517	25,726	200,000	Special Projects	100,000	100,000	100,000
0	67,131	646,425	Façade Restoration Opportunities	50,000	50,000	50,000
151,872	387,154	2,051,425	Total Materials & Services	727,500	727,500	727,500
0	0	50,000	CAPITAL OUTLAY	50,000	50,000	50,000
0	0	117,575	CONTINGENCY	229,900	229,900	229,900
\$151,872	\$387,154	\$2,219,000	TOTAL OPERATING EXPENDITURES	\$1,007,400	\$1,007,400	\$1,007,400

IN THE CIRCUIT COURT OF
THE STATE OF OREGON FOR
UMATILLA COUNTY

} AFFIDAVIT OF PUBLICATION

STATE OF OREGON
County of Umatilla } ss

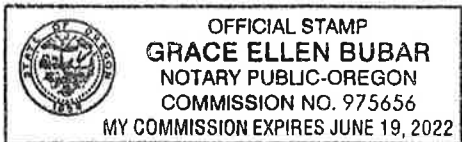
I, Madison Wood being duly
sworn, depose and say that I am the
principal clerk of the publisher of the
East Oregonian, eastoregonian.com,
a newspaper of general circulation,
as defined by ORS 193.010 and
193.020; that the

**EO-10087 NOTICE OF BUDGET
COMMITTEE**

a printed copy of which is hereto
annexed; was published in the
entire issue of said newspaper for 1
successive and consecutive issues in
the following issues:
04/24/2019

Subscribed and sworn to before me
on this **24th** day of **April**, A.D. 2019

Grace Elzen Bubar
Notary Public of Oregon



**EO-10087
NOTICE OF BUDGET
COMMITTEE MEETING**

A public meeting of the Budget Committee of the Pendleton Development Commission, Urban Renewal District, Umatilla County, State of Oregon, to discuss the budget for the fiscal year July 1, 2019 to June 30, 2020 will be held at the Vert Club Room, City Hall complex, SW 4th Street entrance, Pendleton, Oregon. The meeting will take place on the 9th of May, 2019 at 7:00 a.m. The purpose of this meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at this meeting and discuss the proposed programs with the Budget Committee. A copy of the preliminary budget document may be inspected or obtained on or after April 26th between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday at City Hall, 500 SW Dorion Ave. or on the City's website at www.pendleton.or.us under Finance Department. This budget notice is also posted on the City of Pendleton's website.

**Robb Corbett
Executive Director
Published April 24th of
2019.**

**EO-10087
NOTICE OF BUDGET
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**Robb Corbett
Executive Director
Published April 24th of
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NOTICE OF BUDGET COMMITTEE MEETING

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Additional Budget Committee meetings will be held on May 2nd at 7 am, and May 7th at 6 pm, 9th at 7 am & May 10th at 7 am if necessary. All meetings will be held at the Vert Club Room.

Robb Corbett

City Manager

Working every day to be the premier city in Eastern Oregon

City News & Announcements

[RECOMMENDATION TO RETAIN SANDBAGS \(/article/recommendation-retain-sandbags\)](#)

Due to several factors, The City of Pendleton is recommending that residents leave their sandbags in place for at least another week.



IN THE CIRCUIT COURT OF
THE STATE OF OREGON
FOR UMATILLA COUNTY

} AFFIDAVIT OF PUBLICATION

STATE OF OREGON
County of Umatilla } ss

I, Chloe Boyett being duly sworn, depose and say that I am the principal clerk of the publisher of the East Oregonian, eastoregonian.com, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; that the

EO-10220 FORM UR-1 NOTICE OF BUDGET

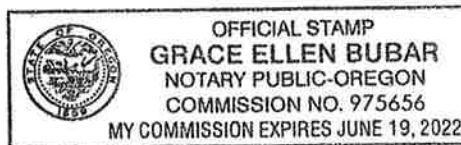
a printed copy of which is hereto annexed; was published in the entire issue of said newspaper for 1 successive and consecutive issues in the following issues:

06/05/2019

Subscribed and sworn to before me on this **5th day of June, A.D. 2019**



Notary Public of Oregon



EO-10220

FORM UR-1 NOTICE OF BUDGET HEARING

A public meeting of the Pendleton Development Commission URA will be held on June 18, 2019 at 6 pm at Council Chambers, City Hall, 500 SW Dorion Ave., Pendleton, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the Pendleton Development Commission URA Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Pendleton City Hall, between the hours of 8 a.m. and 5 p.m. or online at www.pendleton.or.us. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Robb Corbett, Executive Director

Telephone: 541-966-0201

Email: Robb.Corbett@ci.pendleton.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2017-18	Adopted Budget This Year 2018-19	Approved Budget Next Year 2019-20
Beginning Fund Balance/Net Working Capital	1,044,376	1,086,000	1,100,000
Federal, State and All Other Grants	2,500	0	0
Revenue from Bonds and Other Debt	300,000	2,000,000	300,000
Interfund Transfers	0	0	0
All Other Resources Except Division of Tax & Special Levy	48,683	34,100	36,400
Revenue from Division of Tax	732,383	765,000	900,000
Revenue from Special Levy	0		
Total Resources	2,127,942	3,885,100	2,336,400

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	0	0	0
Materials and Services	443,005	2,167,525	833,300
Capital Outlay	0	50,000	50,000
Debt Service	602,569	1,274,000	590,500
Interfund Transfers	0	0	0
Contingencies	0	117,575	229,900
All Other Expenditures and Requirements	0	276,000	632,700
Unappropriated Ending Fund Balance	0		
Total Requirements	1,045,574	3,885,100	2,336,400

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			
Urban Renewal District Operating Fund	387,154	2,219,000	1,007,400
FTE	0	0	0
Urban Renewal District Debt Service fund	658,420	1,666,100	1,329,000
FTE	0	0	0
Total Requirements	1,045,574	3,885,100	2,336,400
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The Pendleton Development Commission (PDC) is focusing on improving the economy and livability of the urban renewal district. The PDC has one fixed rate loan and a credit line for up to \$2.3 million for the remaining years of the PDC authorized. Those funds will help finance second story development, demolition grants, jump start loans to downtown owners, facade restoration and possible development of a festival area. The PDC contracts for a Associate Director's position with the City of Pendleton. The concept of an urban renewal district is based on borrowing dollars now to invest in the development of the district and those investment dollars will bring a increased tax return on the dollar in future years.

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding July 1, 2019	Estimated Debt Authorized, But Not Incurred on July 1, 2019
General Obligation Bonds	\$0	\$0
Other Bonds	\$975,647	\$0
Other Borrowings	\$0	\$2,300,000
Total	\$975,647	\$2,300,000

Published June 6th of 2019.

FORM UR-50

NOTICE TO ASSESSOR

RECEIVED

JUN 25 2019

2019-2020

Check here if this is an amended form.

Submit two (2) copies to the county assessor by July 15.

Notification

UMATILLA COUNTY ASSESSMENT & TAXATION

Pendleton Development Commission (Agency name) authorizes its 2019-20 ad valorem tax increment amounts by plan area for the tax roll of Umatilla (County name)

Linda Carter (Contact person) 541-966-0331 (Telephone number) 06/25/19 (Date submitted) 500 SW Dorion Ave., Pendleton, OR 97801 (Agency's mailing address) Linda.Carter@ci.pendleton.or.us (Contact person's e-mail address)

Yes, the agency has filed an impairment certificate by May 1 with the assessor (ORS 457.445).

Part 1: Option One Plans (Reduced Rate). [ORS 457.435(2)(a)]

Table with 4 columns: Plan Area Name, Increment Value to Use*, 100% from Division of Tax, Special Levy Amount**. Includes rows with \$ and OR checkboxes.

Part 2: Option Three Plans (Standard Rate). [ORS 457.435(2)(c)]

Table with 4 columns: Plan Area Name, Increment Value to Use***, 100% from Division of Tax***, Special Levy Amount****. Includes rows with \$ and OR.

Part 3: Other Standard Rate Plans. [ORS 457.445(2)]

Table with 4 columns: Plan Area Name, Increment Value to Use*, 100% from Division of Tax*, Special Levy Amount**. Includes rows with \$ and OR checkboxes.

Part 4: Other Reduced Rate Plans [ORS 457.445(1)]

Table with 4 columns: Plan Area Name, Increment Value to Use*, 100% from Division of Tax*, Special Levy Amount**. Includes row for Pendleton Downtown Riverfront Urban Renewal Area with checked 'Yes'.

Notice to Assessor of Permanent Increase in Frozen Value. Beginning tax year 2019-20, permanently increase frozen value to:

Table with 2 columns: Plan Area Name, New frozen value. Includes rows with \$.

All Plans except Option Three: Enter amount of Increment Value to Use that is less than 100 percent or check "Yes" to receive 100 percent of division of tax.

Do NOT enter an amount of "Increment Value to Use" AND check "Yes."

If an Option One plan enters a Special Levy Amount, you MUST check "Yes" and NOT enter an amount of "Increment to Use."

Option Three plans enter EITHER an amount of "Increment Value to Use" to raise less than the amount of division of tax stated in the 1998 ordinance under ORS 457.435(2)(c) OR the "Amount from Division of Tax" stated in the ordinance, NOT both.

If an Option Three plan requests both an amount of "Increment Value to Use" that will raise less than the amount of division of tax stated in the 1998 ordinance and a "Special Levy Amount," the "Special Levy Amount" cannot exceed the amount available when the amount from division of tax stated in the ordinance is subtracted from the plan's Maximum Authority.