

**PENDLETON DEVELOPMENT COMMISSION**

**URBAN RENEWAL DISTRICT**

**ADOPTED BUDGET**



**2024-2025**

**PENDLETON DEVELOPMENT COMMISSION  
URBAN RENEWAL DISTRICT  
ADOPTED BUDGET  
FY 24-25**

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# Pendleton Urban Renewal Commission

## 2021-2025 GOALS

- Goal:** Improve streets throughout the urban renewal district with street reconstruction.
- Goal:** Improve downtown parking by improving downtown parking amenities.
- Goal:** Maximize the restoration of unused or underutilized upper stories in historic downtown buildings.
- Goal:** Plan to develop a downtown riverfront gathering place.

**PENDLETON DEVELOPMENT COMMISSION  
URBAN RENEWAL DISTRICT  
ADOPTED BUDGET  
FY24-25**

**2024-25 BUDGET COMMITTEE**

**Sally Brandsen**

**Linda Neuman**

**Mark Browning**

**Vincent Papol**

**Steve Campbell**

**Dale Primmer**

**Patrick Fisher**

**Lonnie Read**

**Joseph Hull**

**Rita Rosenberg**

**Carole Innes**

**Addison Schulberg**

**Dave Krumbein**

**Dick Smiley**

**Kevin Martin**

**John Thomas**

**McKennon McDonald**

**John Turner**

**EXECUTIVE DIRECTOR**

**Robb Corbett**



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**PENDLETON URBAN RENEWAL**  
**Pendleton Development Commission**  
500 SW Dorion Avenue, Pendleton, OR 97801-2090

Demand for grants from Pendleton Urban Renewal has increased steadily. This was demonstrated when the grants program for building restorations and remodels was restarted in January, 2024. The grants program had been on hold for a year and a half, since May, 2022. But when the program restarted, eight building owners submitted grant applications for significant building projects.

During the pause in the grants program, the PDC Advisory Committee had made a number of changes in the application process, which the Pendleton Development Commission (PDC) approved. One was to make applications available quarterly, beginning in early January. Another was a new scoring system for the grants. The grants application process became competitive. Of the eight applications submitted in early January, only three were approved.

For the grants application quarter that began April 1, 2024, one application was received and approved.

Such projects can take up to three years to complete, meaning that the urban renewal program will be managing these new grant projects possibly into 2027. In the meantime, it may be providing more grants for projects. However, the property tax revenue that powers Pendleton Urban Renewal amounts to just over \$1 million annually, increasing by an average of 3% to 6% annually. With its current bank debt of \$9 million, which, beginning in December, 2024, the PDC will be repaying for 20 years at \$741,000 per year, there will be a limit on the number of new grants it will be able to approve in any given year.

Pendleton Urban Renewal has always kept a strong focus on the development of downtown Pendleton. In addition to the cost of building grants and bank financing, the PDC has also committed \$100,000 annually for two years to the Pendleton Downtown Association (PDA), beginning in 2024. In signed agreements, the PDA and the PDC enumerated a number of activities and results expected as a result of a close partnership between the two organizations, all focused on an economically growing and culturally vibrant downtown.

One achievement of Pendleton Urban Renewal over the past five years, 2020 to 2024, was to reconstruct and pave some of the most deteriorated streets in the urban renewal district. During that period the PDC spent \$6.7 million dollars on this improvement. While there are many streets still in dire need of upgrades, this effort on the part of Pendleton Urban Renewal significantly reduced the backlog of streets in distress.

The urban renewal program's newest project, the *Path to Success* business plan competition, continues to attract the city's budding entrepreneurs. Over the three years of *Path to Success*, beginning in 2022, some 89 entrepreneurs have applied for the popular business startup and expansion encouragement. With four prizes of \$20,000 each, the winners can start or expand their businesses, knowing that they have the full support of the City. During the two years following the acceptance of a prize, a business will meet regularly with the PDC Jump Start Committee, which oversees *Path to Success*. There they receive guidance intended to help them succeed.

Pendleton Urban Renewal will continue to focus on the original four goals of the Pendleton Downtown Riverfront Plan, including economic development, connecting downtown to the Umatilla River and enhancing the downtown cultural, business, entertainment and residential experience for Pendleton's residents and visitors.

  
\_\_\_\_\_  
Robb Corbett  
Executive Director  
Pendleton Development Commission

  
\_\_\_\_\_  
Charles Denight  
Associate Director  
Pendleton Development Commission



**Figure 1: Pendleton Downtown Riverfront Urban Renewal Boundary**

Tashman Johnson LLC  
Seder Architects pc



**PENDLETON DEVELOPMENT COMMISSION**  
**URBAN RENEWAL DISTRICT**  
***Budget Calendar Fiscal 2025***

- 03/22      FY 2025 budget forms and financial reports distributed.
- 04/08      Meeting with the Executive Director.
- 04/18\*     Send notices of first budget committee meeting to paper.
- 05/01      Preliminary Budget completed.
- 05/01      Begin printing budget.
- 05/04\*     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.
- 05/14      Budget Committee meeting.
- 05/24\*\*    Send budget summaries and notice of Development Commission hearing to paper.
- 06/04      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 # 24-002

BE IT RESOLVED;

Section 1. Adopt the Budget. That the Pendleton Development Commission 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, 2024 is adopted in the amount of \$2,288,000 as the budget for fiscal year 2024-2025.

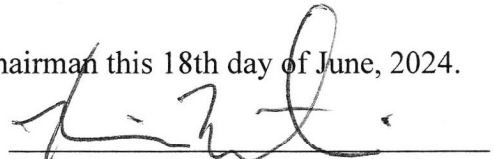
Section 2. Declaration of Tax Increments. That the Board of Directors of the Pendleton Development Commission hereby resolves to certify to the Umatilla County Assessor a request for the Pendleton Downtown Riverfront Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing 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 2024-2025:

	<u>Appropriation</u>
<u>URBAN RENEWAL DISTRICT DEBT SERVICE FUND</u>	
URA Debt Operations	\$ 656,220
Debt Service	<u>742,000</u>
TOTAL URBAN RENEWAL DISTRICT DEBT SERVICE FUND	<u>\$ 1,398,220</u>
 <u>URBAN RENEWAL DISTRICT OPERATING FUND</u>	
URA Operating Operations	<u>\$ 828,000</u>
TOTAL URBAN RENEWAL DISTRICT OPERATING FUND	<u>\$ 828,000</u>

THIS resolution is effective on July 1, 2024.

PASSED by the Board of Directors and approved by the Chairman this 18th day of June, 2024.

  
 \_\_\_\_\_  
 Kevin Martin, Chairman

Attested to:   
 \_\_\_\_\_  
 Robb Corbett, Executive Director

Approved as to form: \_\_\_\_\_  
 Nancy Kerns, City Attorney

PENDLETON DEVELOPMENT COMMISSION  
URBAN RENEWAL AGENCY

**BUDGET COMMITTEE RESOLUTION 2024-001**

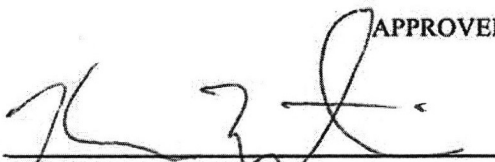
**BE IT RESOLVED** that the Budget Committee for the Pendleton Development Commission Urban Renewal Agency hereby approves the request to the Umatilla County Assessor for the Pendleton Downtown Riverfront Urban Renewal Area for the maximum amount of revenue that may be raised by dividing the taxes under 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 14, 2024.


APPROVED:

  
Chairman

ATTEST:

  
Budget Committee Secretary

APPROVED AS TO FORM:

  
Nancy Kerns, City Attorney

j:\data\budget\bud25\ura\budcom resolution

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

**Description of Revenue Sources**

The Debt Service Fund is one of two budgets maintained for Pendleton Urban Renewal. Urban Renewal operates by borrowing money to pay its expenses. Then it uses collected property taxes to repay the debt. The debt expenses and payments are covered in the Debt Service Fund.

The Pendleton Development Commission oversees the Pendleton Urban Renewal Program, which provides funding within the Pendleton Downtown/Riverfront Urban Renewal District. The PDC is a separate legal entity from the City of Pendleton. Pendleton Urban Renewal began in 2003. Each year the taxes collected on properties within the District above the 2003-2004 level go to the Urban Renewal Program.

**FY25 Projections of Revenues**

The beginning fund balance consists of reserves from the current fiscal year. Taxes are based on FY23-24 current tax receipts estimation with a 3% increase from estimated receipts in FY24.

<b>Actual FY22</b>	<b>Actual FY23</b>	<b>Budget FY24</b>	<b>RESOURCES</b>	<b>Proposed Budget FY25</b>	<b>Approved Budget FY25</b>	<b>Adopted Budget FY25</b>
\$152,288	\$14,313	\$740,000	BEGINNING WORKING CAPITAL	\$366,000	\$366,000	\$366,000
1,018,484	1,100,198	1,215,000	TAXES	1,086,000	1,086,000	1,086,000
			MISCELLANEOUS REVENUES			
0	0	0	Loan Proceeds	0	0	0
392	31,703	8,000	Interest	8,000	8,000	8,000
392	31,703	8,000	Total Charges for Services	8,000	8,000	8,000
0	0	0	TRSFER FROM OPERATING FUND	0	0	0
<b>\$1,171,164</b>	<b>\$1,146,214</b>	<b>\$1,963,000</b>	<b>TOTAL FUND RESOURCES</b>	<b>\$1,460,000</b>	<b>\$1,460,000</b>	<b>\$1,460,000</b>

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

**Description of Current Services**

The Debt Service Fund is one of two budgets maintained for Pendleton Urban Renewal. Urban Renewal operates by borrowing money to pay its expenses. Then it uses collected property taxes to repay the debt. The debt expenses and payments are covered in the Debt Service Fund budget.

The Pendleton Development Commission oversees the Pendleton Urban Renewal Program, which provides funding within the Pendleton Downtown/Riverfront Urban Renewal District. The PDC is a separate legal entity from the City of Pendleton. Pendleton Urban Renewal began in 2003. Each year the taxes collected on properties within the District above the 2003-2004 level go to the Urban Renewal Program.

**FY25 Proposed Budget**

Reimbursement to the City includes \$118,220 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 a credit line loan with a local institution. The PDC may fund some projects from the TIF income (Tax Increment Financing) as budgeted below.

<b>Actual FY22</b>	<b>Actual FY23</b>	<b>Budget FY24</b>	<b>EXPENDITURE CATEGORIES</b>	<b>Proposed Budget FY25</b>	<b>Approved Budget FY25</b>	<b>Adopted Budget FY25</b>
			<b>MATERIALS AND SERVICES</b>			
\$0	\$0	\$0	Other Expenses	\$400,000	\$400,000	\$400,000
23,300	216,144	198,940	City Reimbursement of Expense/Personnel	256,220	256,220	256,220
23,300	216,144	198,940	<b>Total Materials and Services</b>	<b>656,220</b>	<b>656,220</b>	<b>656,220</b>
0	0	1,250,000	<b>CAPITAL</b>	0	0	0
			<b>DEBT SERVICE</b>			
1,000,000	0	325,000	Principal on Banner Bank Loan	235,000	235,000	235,000
133,552	173,675	175,000	Interest on Banner Bank Loan	507,000	507,000	507,000
0	0	0	Additional Credit Line Debt	0	0	0
0	18,691	0	Other Financing Fees	0	0	0
1,133,552	192,366	500,000	<b>Total Debt Service</b>	<b>742,000</b>	<b>742,000</b>	<b>742,000</b>
0	0	14,060	<b>RESERVE FOR DEBT SERVICE</b>	<b>61,780</b>	<b>61,780</b>	<b>61,780</b>
<b>\$1,156,852</b>	<b>\$408,510</b>	<b>\$1,963,000</b>	<b>TOTAL DEBT EXPENDITURES</b>	<b>\$1,460,000</b>	<b>\$1,460,000</b>	<b>\$1,460,000</b>



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

**Description of Revenue Sources**

The Operating Fund budget is one of two budgets maintained for Pendleton Urban Renewal. The Operating Fund budget covers expenses for programs and projects funded through urban renewal. The Operating Fund revenue is primarily from debt. Urban Renewal operates by borrowing money to pay its expenses. Then Urban Renewal repays its debt with collected property taxes.

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

**FY25 Projections of Revenues**

The Urban Renewal Agency will fund most of its operations with the balance of the credit line loan proceeds for the FY25. Funding is limited and most of the expenses are for previous commitments.

Actual FY22	Actual FY23	Budget FY24	RESOURCES	Proposed Budget FY25	Approved Budget FY25	Adopted Budget FY25
\$3,325,851	\$1,372,308	\$0	BEGINNING WORKING CAPITAL	\$806,000	\$806,000	\$806,000
			MISCELLANEOUS REVENUES			
1,000,000	1,600,000	1,550,000	Loan Proceeds	0	0	0
88,772	119,405	25,000	Jump Start Loan Repayments	21,000	21,000	21,000
68,995	13,000		Donations/Grants			
0	0	0	Miscellaneous Revenues	0	0	0
12,669	2,000	3,000	Interest	1,000	1,000	1,000
1,170,436	1,734,405	1,578,000	Total Miscellaneous Revenues	22,000	22,000	22,000
\$4,496,287	\$3,106,713	\$1,578,000	TOTAL FUND RESOURCES	\$828,000	\$828,000	\$828,000

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

**Description of Current Services**

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**FY25 Proposed Budget**

This budget continues the current programs. Most of the operating expenses are dedicated to committed projects authorized by the PDC Commission in the prior years.

Actual FY22	Actual FY23	Budget FY24	EXPENDITURE CATEGORIES	Proposed Budget FY25	Approved Budget FY25	Adopted Budget FY25
			<b>MATERIALS AND SERVICES</b>			
\$376,499	\$354,692	\$500,000	Rejuvenation Grants	\$700,000	\$700,000	\$700,000
24,507	4,768	5,000	Other Expense	5,000	5,000	5,000
3,938	83,509	60,000	Stimulus Grants/Path to Success	80,000	80,000	80,000
		0	Fresh Start	0	0	0
104,445	256	0	Jump Start	0	0	0
466,207	545,705	381,000	Second Story Access	0	0	0
4,021	3,622	5,000	Marketing	6,000	6,000	6,000
15,436	0	0	Demolition Grants	0	0	0
17,500	7,500	0	Pendleton Downtown Assn	0	0	0
160,643	263,150	25,000	Housing Rehabilitation	6,000	6,000	6,000
233,436	2,000	287,000	Special Projects	31,000	31,000	31,000
158,214	188,233	65,000	Façade Restoration Opportunities	0	0	0
1,564,845	1,453,435	1,328,000	<b>Total Materials &amp; Services</b>	<b>828,000</b>	<b>828,000</b>	<b>828,000</b>
1,559,132	2,178,744	250,000	<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	0	0	<b>CONTINGENCY</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>\$3,123,977</b>	<b>\$3,632,179</b>	<b>\$1,578,000</b>	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$828,000</b>	<b>\$828,000</b>	<b>\$828,000</b>

IN THE CIRCUIT COURT OF  
THE STATE OF OREGON  
FOR UNION/BAKER/UMATILLA/MORROW COUNTY

AFFIDAVIT OF PUBLICATION

STATE OF OREGON

County of Union/Baker/Umatilla/Morrow} ss

I, Dayle Stinson being duly sworn, depose and say that I am the principal clerk of the publisher of the La Grande Observer, lagrandeobserver.com, Baker City Herald, bakercityherald.com, East Oregonian, eastoregonian.com, Northeast Oregon Weekender, Hermiston Herald, hermistonherald.com, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; that the

EO-13149 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 BUDG

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:

5/04/24

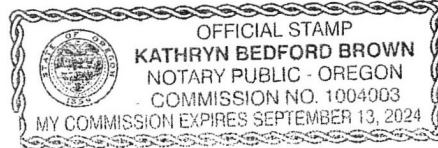
Subscribed and sworn to before me on this 4th day of May, A.D. 2024

Dayle Stinson  
Kathryn Bedford Brown  
Notary Public of Oregon

Add: 430189

PO:

Tagline: EO-13149 Budget Comm Meeting



EO-13149  
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, 2024 to June 30, 2025 will be held at the Vert Little Theater, 480 SW Dorion, Pendleton, Oregon. The meeting will take place on the 14th of May, 2024 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. Instructions for public access through Zoom meeting to the public hearing is available on the meeting agenda on the City's website, [pendletonor.gov](http://pendletonor.gov). A copy of the preliminary budget document can be inspected on or after May 6th on the City's website at [pendletonor.gov/finance/page/city-pendleton-budgets](http://pendletonor.gov/finance/page/city-pendleton-budgets). To obtain a hard copy, call 541-966-0331 after May 6th during regular City Hall business hours. This budget notice is also posted on the City's website.

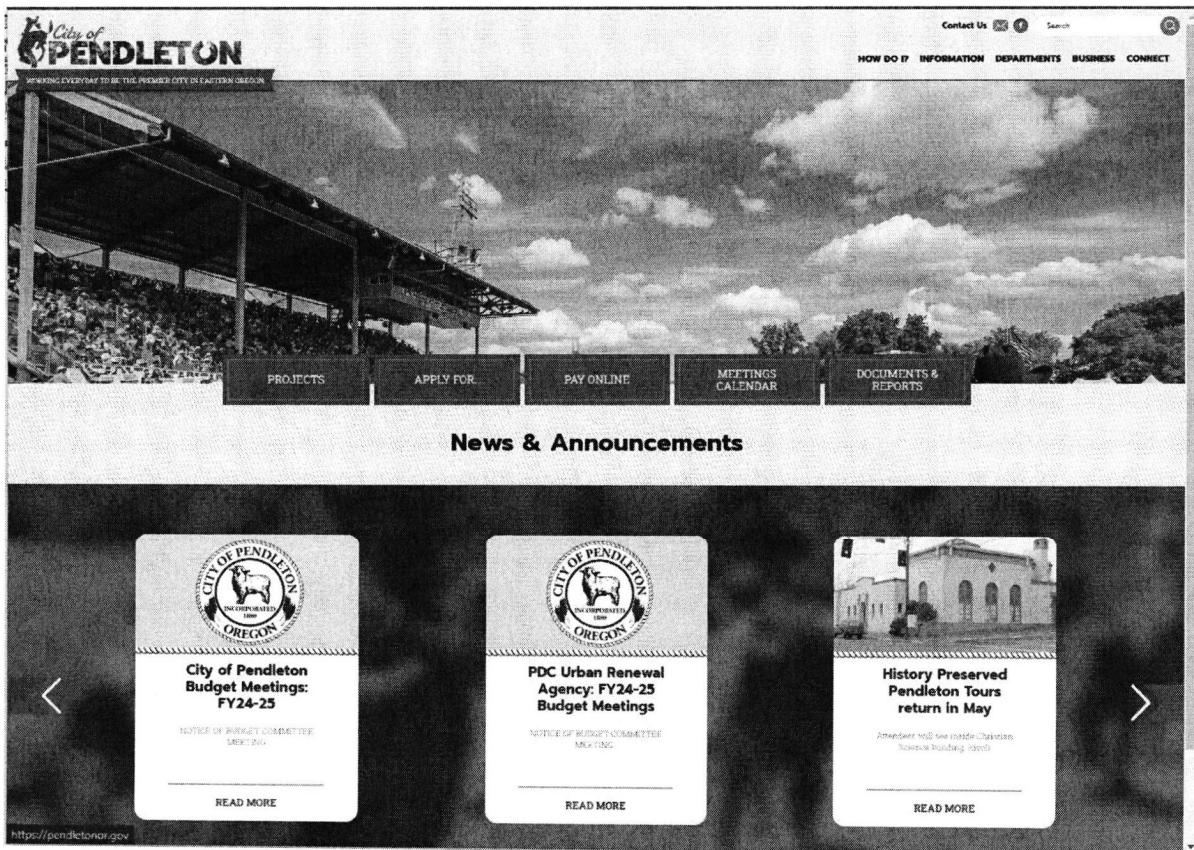
14

Robb Corbett  
Executive Director  
May 4, 2024

## NOTICE OF BUDGET COMMITTEE MEETING

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Robb Corbett  
Executive Director



IN THE CIRCUIT COURT OF  
THE STATE OF OREGON  
FOR UNION/BAKER/UMATILLA/MORROW COUNTY

}AFFIDAVIT OF PUBLICATION  
STATE OF OREGON  
County of Union/Baker/Umatilla/Morrow} ss

I, Dayle Stinson being duly sworn, depose and say that I am the principal clerk of the publisher of the La Grande Observer, lagrandeobserver.com, Baker City Herald, bakercityherald.com, East Oregonian, eastoregonian.com, Northeast Oregon Weekender, Hermiston Herald, hermistonherald.com, a newspaper of general circulation, as defined by ORS 193.010 and 193.020;  
that the

*Budget Hearing*

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:

**6/04/24**

Subscribed and sworn to before me on this 4th day of June, A.D. 2024

*Dayle Stinson*  
\_\_\_\_\_  
*Kathryn Bedford Brown*  
\_\_\_\_\_  
Notary Public of Oregon

Add: 435245  
PO:  
Tagline: EO-13234 Budget Hearing



## NOTICE OF BUDGET HEARING

A public meeting of the Pendleton Development Commission URA will be held on June 18, 2024 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, 2024 as approved by the Pendleton Development Commission URA Budget Committee. A summary of the budget is presented below. Instructions for public access through Zoom meeting to the public hearing is available on the meeting agenda on the City's website, pendletonor.gov. A copy of the preliminary budget document can be inspected on the City's website at pendletonor.gov/finance/page/city-pendleton-budgets. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year. A hard copy of the budget may be checked out by calling 541-966-0380.

Contact: Robb Corbett, Executive Director

Telephone: 541-966-0201

Email: Robb.Corbett@pendletonor.gov

## FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2022-2023	This Year 2023-24	Next Year 2024-25
Beginning Fund Balance/Net Working Capital	1,386,621	740,000	1,172,000
Federal, State and All Other Grants	13,000	0	0
Revenue from Bonds and Other Debt	2,600,000	1,550,000	0
Interfund Transfers	0	0	0
All Other Resources Except Division of Tax & Special Levy	153,108	36,000	30,000
Revenue from Division of Tax	1,100,198	1,215,000	1,086,000
Revenue from Special Levy	0		
<b>Total Resources</b>	<b>5,252,927</b>	<b>3,541,000</b>	<b>2,288,000</b>

## FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	0	0	0
Materials and Services	1,669,579	1,526,940	1,484,220
Capital Outlay	2,178,744	1,500,000	0
Debt Service	192,366	500,000	742,000
Interfund Transfers	0	0	0
Contingencies	0	0	0
All Other Expenditures and Requirements	0	14,060	61,780
Unappropriated Ending Fund Balance	0	0	0
<b>Total Requirements</b>	<b>4,040,689</b>	<b>3,541,000</b>	<b>2,288,000</b>

## 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	3,632,179	1,578,000	828,000
FTE	0	0	0
Urban Renewal District Debt Service fund	408,510	1,963,000	1,460,000
FTE	0	0	0
<b>Total Requirements</b>	<b>4,040,689</b>	<b>3,541,000</b>	<b>2,288,000</b>
<b>Total FTE</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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. Loans paid by increment taxes received help finance second story development, rejuvenation grants, Path to Success grants, and facade restorations. 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	Estimated Debt Authorized, But
	July 1, 2024	Not Incurred on July 1, 2024
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$9,000,000	\$0
<b>Total</b>	<b>\$9,000,000</b>	<b>\$0</b>


Publish June 4, 2024






- PROJECTS
- APPLY FOR
- PAY ONLINE
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**FORM UR-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Pendleton Development Commission URA will be held on June 18, 2024 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, 2024 as approved by the Pendleton Development Commission URA Budget Committee. A summary of the budget is presented below. Instructions for public access through Zoom meeting to the public hearing is available on the meeting agenda on the City's website, pendletonor.gov. A copy of the preliminary budget document can be inspected on the City's website at pendletonor.gov/finance/page/city-pendleton-budgets. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year. A hard copy of the budget may be checked out by calling 541-966-0380.

Contact: Robb Corbett, Executive Director

Telephone: 541-966-0201

Email: Robb.Corbett@pendletonor.gov

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount 2022-2023	Adopted Budget This Year 2023-24	Approved Budget Next Year 2024-25
Beginning Fund Balance/Net Working Capital	1,386,621	740,000	1,172,000
Federal, State and All Other Grants	13,000	0	0
Revenue from Bonds and Other Debt	2,600,000	1,550,000	0
Interfund Transfers	0	0	0
All Other Resources Except Division of Tax & Special Levy	153,108	36,000	30,000
Revenue from Division of Tax	1,100,198	1,215,000	1,086,000
Revenue from Special Levy	0		
<b>Total Resources</b>	<b>5,252,927</b>	<b>3,541,000</b>	<b>2,288,000</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	0	0	0
Materials and Services	1,669,579	1,526,940	1,484,220
Capital Outlay	2,178,744	1,500,000	0
Debt Service	192,366	500,000	742,000
Interfund Transfers	0	0	0
Contingencies	0	0	0
All Other Expenditures and Requirements	0	14,060	61,780
Unappropriated Ending Fund Balance	0	0	0
<b>Total Requirements</b>	<b>4,040,689</b>	<b>3,541,000</b>	<b>2,288,000</b>

<b>FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *</b>			
Name of Organizational Unit or Program			
FTE for that unit or program			
Urban Renewal District Operating Fund	3,632,179	1,578,000	828,000
FTE	0	0	0
Urban Renewal District Debt Service fund	408,510	1,963,000	1,460,000
FTE	0	0	0
<b>Total Requirements</b>	<b>4,040,689</b>	<b>3,541,000</b>	<b>2,288,000</b>
<b>Total FTE</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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. Loans paid by increment taxes received help finance second story development, rejuvenation grants, Path to Success grants, and facade restorations. 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.

<b>STATEMENT OF INDEBTEDNESS</b>		
LONG TERM DEBT	Estimated Debt Outstanding July 1, 2024	Estimated Debt Authorized, But Not Incurred on July 1, 2024
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$9,000,000	\$0
<b>Total</b>	<b>\$9,000,000</b>	<b>\$0</b>



# online agenda

## Pendleton Development Commission Agenda

CITY OF PENDLETON

6:00 PM, June 18, 2024

City Hall, Council Chambers and on Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89700457899?pwd=SU92SHY3cXdjMWVFcHRpeFdHMmlydz09>

Meeting ID: 897 0045 7899 Passcode: 786636 One-tap mobile +16694449171

1. **CALL TO ORDER**

- a. Introduction of Guests

2. **COMMUNITY DISCUSSION**

This is the time designated for any person to ask questions or make statements before the Commission regarding any matter that is not on the agenda.

3. **CONSENT AGENDA**

- a. Accept the minutes of the May 21, 2024 meeting. Minutes are attached to this agenda.

Minutes PDC 5-21-24

4. **COMMITTEE REPORTS**

- a. Jump-Start Committee

The Jump Start Committee is managing the current *Path to Success* business plan competition, with plans due in July, and is meeting with past winners to review their business results.

- b. Advisory Committee

The minutes for the June 6, 2024 meeting of the Advisory Committee are attached to this agenda.

Minutes Advisory 6-6-24

5. **OLD BUSINESS**

- a. Monthly Financial Report

The report is attached to this agenda.

BudgetSummaryChartMonthlyREV 5-31-24

6. **NEW BUSINESS**

- a. FY 2023 Audit Report Approval

Rob Tremper of Dickey and Tremper LLP will present the final audit report of the PDC Urban Renewal Program finances for FY 2023.

Action form to accept the FY23 audit

AU-C 260 Letter 2023

AU-C 265 Letter 2023

PDC 2023 financial statements Final

- b. Approval of Resolution 24-002

Finance Director Linda Carter will present the FY 2025 budget approved by

*If special accommodations for hearing, visual, or manual impairment are needed to allow an individual to participate, or if in interpreter is needed, please contact the City's administrative office at 541-966-0201 at least 48 hours in advance of the meeting.*

the Budget Committee for PDC final approval. Requires a public hearing.  
PDC Adopt Budget Resolution Commission  
ADOPT25 Res 24-002  
Proposed URA Budget FY25

7. EXECUTIVE DIRECTOR/ASSOCIATE DIRECTOR REPORT
8. ADJOURNMENT

*If special accommodations for hearing, visual, or manual impairment are needed to allow an individual to participate, or if an interpreter is needed, please contact the City's administrative office at 541-966-0201 at least 48 hours in advance of the meeting.*

Check here if this is an amended form.

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

**Notification**

Pendleton Development Commission (Agency name) authorizes its 2024 -25 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) 06/26/24 (Date submitted)  
500 SW Dorion Ave., Pendleton, OR 97801 (Agency's mailing address) Linda.Carter@pendletonor.gov (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)]

Plan Area Name	Increment Value to Use*	100% from Division of Tax	Special Levy Amount**
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

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

Plan Area Name	Increment Value to Use***	100% from Division of Tax***	Special Levy Amount****
	\$ OR		
	\$ OR		

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

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

**Part 4: Other Reduced Rate Plans.** [ORS 457.445(6)]

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
Pendleton Downtown Riverfront Urban Renewal Area	\$ OR <input checked="" type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

**Part 5: Permanent Rate Plans.** [ORS 457.445(7)]

Plan Area Name	Increment Value to Use*	100% from Division of Tax*	
	\$ OR <input type="checkbox"/> Yes		
	\$ OR <input type="checkbox"/> Yes		

**Notice to Assessor of Permanent Increase in Frozen Value.** Beginning tax year 2024-25, permanently increase frozen value to:

Plan Area Name	New frozen value
	\$
	\$

\*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.

