

**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT**

ADOPTED BUDGET



2016-2017

**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
ADOPTED BUDGET
FY 16-17**

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**PENDLETON DEVELOPMENT COMISSION
URBAN RENEWAL DISTRICT
ADOPTED BUDGET
FY16-17**

2016-17 BUDGET COMMITTEE

John Brenne

Kricket Nicholson

Neil Brown

Vincent Papol

Paul Chalmers

Al Plute

Jayne Clarke

Camille Preus

Roger Harwerth

Rita Rosenberg

Phillip Houk

Mike Short

Dave Krumbein

John Turner

Becky Marks

Chuck Wood

McKennon McDonald

Tom Young

EXECUTIVE DIRECTOR

Robb Corbett

ASSOCIATE DIRECTOR

Charles Denight

Pendleton Development Commission

GOALS

2016-2018

Goal 1: Develop vacant or under-used upper stories above downtown historic buildings.

Goal 2: Develop a strategic plan for properties west of the Convention Center owned by the PDC/City and others.

Goal 3. Improve/develop downtown public amenities.

Goal 4: Develop a plan for a public festival area in Downtown Pendleton.



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

Pendleton Development Commission Budget Committee:

Once again we find ourselves reflecting on another successful year of promoting the Pendleton Downtown Riverfront Urban Renewal Plan. The plan is “intended to promote the vitality of downtown and the Umatilla riverfront as the cultural and tourism center of the Pendleton community.”

It is the goal for the district to “secure grants and loans” to leverage investments in the district. The commission wrote a grant for technical assistance to support an effort to identify a permanent home for the Pendleton Farmers Market, and developed a system to insure applications are consistently submitted to the Wildhorse and Pendleton Foundations.

Another goal of the district is to increase commercial development and housing. After this year’s business survey, it was determined that the vacancy rate on main street is the lowest it has been since the main street census started. Several new businesses have located on Main Street.

Work has started to inventory available second story space and to develop financial information that would assist building owners to successfully re-develop. The commission is assisting with the City of Pendleton in updating the housing study.

Much has been discussed with regard to the Central River Quarter overlay zone in an attempt to determine the feasibility of attracting investment. Policy recommendations appear to be leaning toward a loosening of development standards, as it appears that the current standards are too restrictive.

The Riverwalk has seen little change over the past year, but there has been some discussion about the construction of a new boat launch to expand boating on the river, and money is proposed in the upcoming budget to address sorely needed maintenance items. Grazing the area over the past few years has made the river more accessible and the City continues to modify its maintenance program to address an emerging noxious weed problem.

Bronze statues continue to be added to the downtown and have been the source of increased attention by out-of-town tourists. Travel Pendleton is hoping to gain financial support for an online tour guide to sculptures in Pendleton.

The coming year’s budget proposed funding for two downtown parking lots that have been suffering from a lack of resources to maintain them.

Last year, the Associate Director completed his marketing campaign to promote the commission’s programs resulting in an increase in activity for jump start, demolition, and interest in second story development.

While there may be no direct connection, it appears clear that the work done to promote vitality in downtown Pendleton has raised the community's focus and interest. Farmers Market is growing, the final bronze statues have been ordered to complete the downtown, vacancy is greatly reduced, and there is renewed excitement about more investment in second story.

The Pendleton Downtown Association just received a \$50,000 matching grant to support the Oregon Main Street program. While much work remains, it appears that for the first time in a while there is growing optimism in this commercial district.

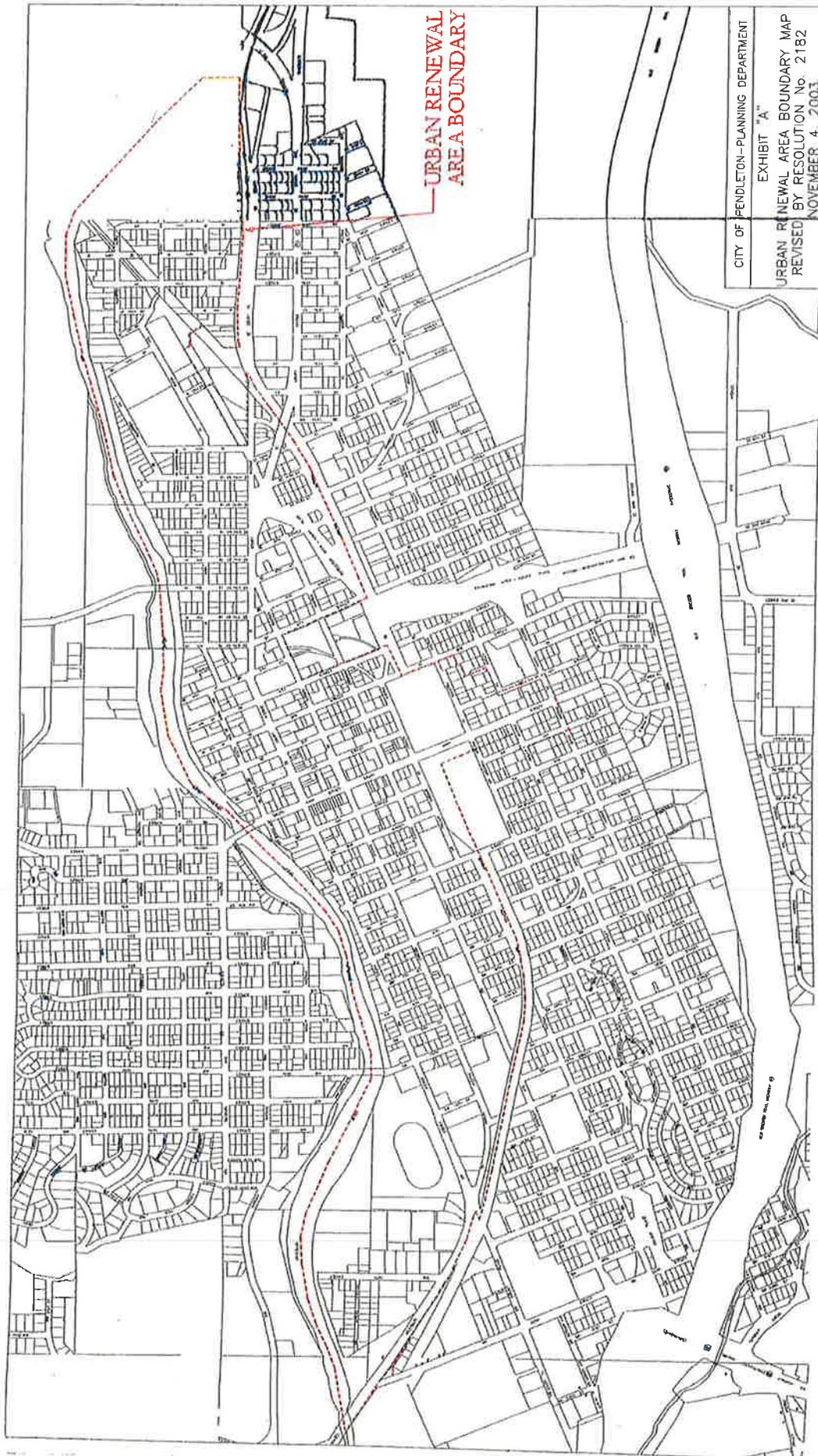
I appreciate the opportunity you have given me to serve you as the Executive Director, and I look forward to the coming year.

Sincerely,



Robb Corbett, Executive Director
Pendleton Development Commission





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

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PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
Budget Calendar Fiscal 2017

- 04/04 FY 2017 budget forms and financial reports distributed.
- 04/13* Send notices of first budget committee meeting to paper.
- 04/19 Meeting with the Executive Director.
- 04/21 Begin printing budget.
- 04/20* 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.
- 04/22 Preliminary Budget completed.
- 05/05 Budget Committee meeting.
- 05/24** Send budget summaries and notice of Development Commission hearing to paper.
- 06/08 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.
- 06/21 Budget Hearing before the Development Commission.
- 06/21 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 # 16-002

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 21, 2016 is adopted in the amount of \$2,435,000 as the budget for fiscal year 2016-2017.

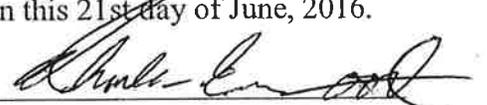
Section 2. Declaration of Tax Increments. That the Board of Directors of the Pendleton Development Commission hereby resolves to certify to the Umatilla County Assessor a request for the Pendleton Downtown Riverfront Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing 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 2016-2017:

	<u>Appropriation</u>
<u>URBAN RENEWAL DISTRICT DEBT SERVICE FUND</u>	
Materials & Services	\$ 60,960
Debt Service	<u>559,664</u>
TOTAL URBAN RENEWAL DISTRICT DEBT SERVICE FUND	<u>\$ 620,624</u>
 <u>URBAN RENEWAL DISTRICT OPERATING FUND</u>	
Materials & Services	\$ 275,000
Contingency	<u>170,000</u>
TOTAL URBAN RENEWAL DISTRICT OPERATING FUND	<u>\$ 445,000</u>

THIS resolution is effective on July 1, 2016.

PASSED by the Board of Directors and approved by the Chairman this 21st day of June, 2016.



Chuck Wood, Chairman

Attested to: 

Robb Corbett, Executive Director

Approved as to form: 

Nancy Kerns, Acting City Attorney

PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL AGENCY

BUDGET COMMITTEE RESOLUTION

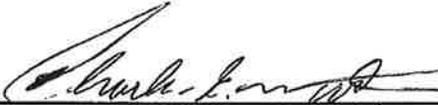
BE IT RESOLVED that the Budget Committee for the Pendleton Development Commission Urban Renewal Agency hereby approves the request to the Umatilla County Assessor for the Pendleton Downtown Riverfront Urban Renewal Area for the maximum amount of revenue that may be raised by dividing the taxes under 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 5th, 2016.

APPROVED:


Chairman *Cam Preus*

ATTEST:


Budget Committee Secretary *Chuck Wood*

APPROVED AS TO FORM:


Nancy Kerns, City Attorney

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**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.

FY17 Projections of Revenues

The beginning fund balance consists of reserves from the current fiscal year. Taxes are based on FY15-16 current tax receipts estimation with a 2% increase.

Actual FY14	Actual FY15	Budget FY16		Proposed Budget FY17	Approved Budget FY17	Adopted Budget FY17
RESOURCES						
\$784,243	\$870,816	\$1,035,000	BEGINNING WORKING CAPITAL	\$1,185,000	\$1,185,000	\$1,185,000
679,692	727,539	747,400	TAXES	800,000	800,000	800,000
MISCELLANEOUS REVENUES						
0	0	0	Grants	0	0	0
3,282	3,512	3,600	Interest	5,000	5,000	5,000
3,282	3,512	3,600	Total Charges for Services	5,000	5,000	5,000
0	0	0	TRSFER FROM OPERATING FUND	0	0	0
\$1,467,217	\$1,601,867	\$1,786,000	TOTAL FUND RESOURCES	\$1,990,000	\$1,990,000	\$1,990,000

**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. The Debt Service receives tax dollars and uses the tax dollars to pay the Urban Renewal Agency's debt.

FY17 Proposed Budget

This budget includes the two fixed term loans the PDC Urban Renewal Agency has outstanding as of June 30, 2015. The loans require a reserve of 1.25% and 1.20% of the annual loan payments. Reimbursement to the City includes \$35,000 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.

Actual FY14	Actual FY15	Budget FY16	EXPENDITURE CATEGORIES	Proposed Budget FY17	Approved Budget FY17	Adopted Budget FY17
			MATERIALS AND SERVICES			
\$0	\$0	\$500	Other Expenses	\$500	\$500	\$500
60,000	40,629	54,400	City Reimbursement of Expense/Personnel	60,460	60,460	60,460
60,000	40,629	54,900	Total Materials and Services	60,960	60,960	60,960
			DEBT SERVICE			
189,065	213,689	216,680	Principal on Community Bank Loan	231,043	231,043	231,043
91,687	67,063	64,073	Interest on Community Bank Loan	49,710	49,710	49,710
172,939	181,154	189,759	Principal on Banner Bank Loan	198,773	198,773	198,773
82,710	95,058	86,550	Interest on Banner Bank Loan	78,138	78,138	78,138
0	0	2,000	Other Financing Fees	2,000	2,000	2,000
536,401	556,964	559,062	Total Debt Service	559,664	559,664	559,664
0	0	1,172,038	RESERVE FOR DEBT SERVICE	1,369,376	1,369,376	1,369,376
\$596,401	\$597,593	\$1,786,000	TOTAL DEBT EXPENDITURES	\$1,990,000	\$1,990,000	\$1,990,000

**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. The Operating Fund provides for funding from loan proceeds for projects of the Urban Renewal District.

FY17 Projections of Revenues

The Urban Renewal Agency will fund operations with the remaining balance of bond proceeds from a local institution for the FY17. Jump Start loan repayments are expected at \$17,000 for the fiscal year.

Actual FY14	Actual FY15	Budget FY16	RESOURCES	Proposed Budget FY17	Approved Budget FY17	Adopted Budget FY17
\$559,218	\$466,421	\$500,000	BEGINNING WORKING CAPITAL	\$426,000	\$426,000	\$426,000
			MISCELLANEOUS REVENUES			
0	0	0	Loan Proceeds	0	0	0
14,589	65,947	22,500	Jump Start Loan Repayments	17,000	17,000	17,000
0	0		Donations			
			ODOT Reimbursement			
0	1,733	0	Miscellaneous Revenues	0	0	0
1,540	1,603	2,000	Interest	2,000	2,000	2,000
16,129	69,283	24,500	Total Miscellaneous Revenues	19,000	19,000	19,000
\$575,347	\$535,704	\$524,500	TOTAL FUND RESOURCES	\$445,000	\$445,000	\$445,000

**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.

FY17 Proposed Budget

This budget continues the current programs and budgets \$170,000 in reserves, with the expectation this will be the operating budget for fiscal year 2017-18.

Actual FY14	Actual FY15	Budget FY16	EXPENDITURE CATEGORIES	Proposed Budget FY17	Approved Budget FY17	Adopted Budget FY17
			MATERIALS AND SERVICES			
\$0	\$0	\$0	Grants	\$0	\$0	\$0
2,665	1,619	5,000	Other Expense	5,000	5,000	5,000
0	2,045	10,000	Code Barrier Grants	10,000	10,000	10,000
0	0	0	Historical Signs	0	0	0
40,000	30,000	40,000	Jump Start	40,000	40,000	40,000
0	0	40,000	Second Story Access	0	0	0
0	0	0	Signs Gateway	0	0	0
5,576	0	40,000	Demolition Grants	40,000	40,000	40,000
0	65,993	0	Special Projects	100,000	100,000	100,000
60,685	1,953	40,000	Façade Restoration Opportunities	80,000	80,000	80,000
108,926	101,610	175,000	Total Materials & Services	275,000	275,000	275,000
0	0	45,000	CAPITAL OUTLAY	0	0	0
0	0	304,500	CONTINGENCY	170,000	170,000	170,000
\$108,926	\$101,610	\$524,500	TOTAL OPERATING EXPENDITURES	\$445,000	\$445,000	\$445,000