

**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT**

ADOPTED BUDGET



2015-2016

**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
ADOPTED BUDGET
FY 15-16**

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**PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL DISTRICT
ADOPTED BUDGET
FY15-16**

2015-16 BUDGET COMMITTEE

John Brenne

Kricket Nicholson

Neil Brown

Vincent Papol

Jayne Clarke

Al Plute

Roger Harwerth

Camille Preus

Jane Hill

Rita Rosenberg

Phillip Houk

Charles F. Sams III

Dave Krumbein

Mike Short

Becky Marks

Chuck Wood

McKennon McDonald

Tom Young

EXECUTIVE DIRECTOR

Robb Corbett

Pendleton Urban Renewal Commission

2013-2015 GOALS

Goal: Secure grants and loans for Urban Renewal District to leverage investments and urban renewal dollars.

Goal: Increase commercial development and housing in Urban Renewal District.

Goal: Promote Central River Quarter Projects and the River Walkway Master Plan

Goal: Improve gateways, signage and appearance of public parking areas.

Goal: Increase community awareness of the value of PDC.

New goals are being formulated for FY15-16.



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:

This year's budget has once again been recommended to the Commission by the newly formed Advisory Committee after receiving input from the PDC committees.

The associate director position was filled and the new director has been busy familiarizing himself with policies, meeting with the various committees, and working to promote our programs. He put together a marketing plan, is updating promotional material, and engaged many members of the community by helping create the booth at the home and garden show and by visiting with downtown business owners.

This past year many of our policies were updated including the Jump Start policy, Urban Renewal Plan, and consideration of an update to the River Quarter District Overlay zone in the zoning ordinance.

In response to the needs of building owners, a new grant program was initiated which helps address code issues associated with updating older buildings, by paying for all or a portion of the permitting costs of those upgrades. The first recipient of this grant was Sisters Café.

Pendleton Coffee Bean opened on Main Street and received a Jump Start Loan. Also, a grant has been tentatively authorized to pay for a fire line on the 300 block of South Main that will enable businesses on the block to upgrade their buildings with fire sprinklers.

Vacancy on Main Street continues to decline.

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
 REVISIED 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 2016

- 04/02 FY 2016 budget forms and financial reports distributed.
- 04/16* Send notices of first budget committee meeting to paper.
- 04/20 Meeting with the Executive Director.
- 04/23 Begin printing budget.
- 04/23* 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.
- 04/23 Preliminary Budget completed.
- 05/07 Budget Committee meeting.
- 05/20** Send budget summaries and notice of Development Commission hearing to paper.
- 06/02 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.
- 06/09 Budget Hearing before the Development Commission.
- 06/09 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 # 15-002

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 9, 2015 is adopted in the amount of \$2,310,500 as the budget for fiscal year 2015-2016.

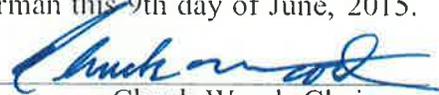
Section 2. Declaration of Tax Increments. That the Board of Directors of the Pendleton Development Commission hereby resolves to certify to the Umatilla County Assessor a request for the Pendleton Downtown Riverfront Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing 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 2015-2016:

	<u>Appropriation</u>
<u>URBAN RENEWAL DISTRICT DEBT SERVICE FUND</u>	
Materials & Services	\$ 54,900
Debt Service	<u>559,062</u>
TOTAL URBAN RENEWAL DISTRICT DEBT SERVICE FUND	\$ 613,962
 <u>URBAN RENEWAL DISTRICT OPERATING FUND</u>	
Materials & Services	\$ 175,000
Contingency	<u>349,500</u>
TOTAL URBAN RENEWAL DISTRICT OPERATING FUND	\$ 524,500

THIS resolution is effective on July 1, 2015.

PASSED by the Board of Directors and approved by the Chairman this 9th day of June, 2015.


Chuck Wood, Chairman

Attested to: 
Robb Corbett, Executive Director

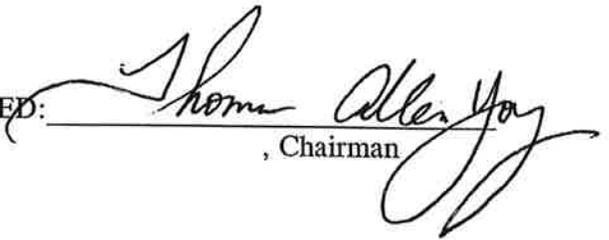
Approved as to form: 
Nancy Kerns, Acting City Attorney

PENDLETON DEVELOPMENT COMMISSION
URBAN RENEWAL AGENCY

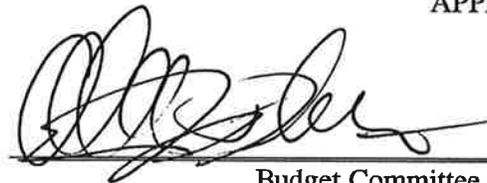
BUDGET COMMITTEE RESOLUTION

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.

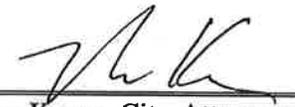
PASSED by vote of the Budget Committee and Approved by the Chairman May 7th, 2015.

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.

FY16 Projections of Revenues

The beginning fund balance consists of reserves from the current fiscal year. Taxes are based on FY14-15 current tax receipts estimation with a 3.2% increase.

Actual FY13	Actual FY14	Budget FY15	RESOURCES	Proposed Budget FY16	Approved Budget FY16	Adopted Budget FY16
\$579,434	\$784,243	\$931,000	BEGINNING WORKING CAPITAL	\$1,035,000	\$1,035,000	\$1,035,000
580,408	679,692	725,000	TAXES	747,400	747,400	747,400
			MISCELLANEOUS REVENUES			
0	0	0	Grants	0	0	0
1,631	3,282	4,700	Interest	3,600	3,600	3,600
1,631	3,282	4,700	Total Charges for Services	3,600	3,600	3,600
0	0	0	TRSFER FROM OPERATING FUND	0	0	0
\$1,161,473	\$1,467,217	\$1,660,700	TOTAL FUND RESOURCES	\$1,786,000	\$1,786,000	\$1,786,000

**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.

FY16 Proposed Budget

This budget includes the two fixed term loans the PDC Urban Renewal Agency has outstanding as of June 30, 2014. 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 Assistant 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 FY13	Actual FY14	Budget FY15	EXPENDITURE CATEGORIES	Proposed Budget FY16	Approved Budget FY16	Adopted Budget FY16
			MATERIALS AND SERVICES			
\$0	\$0	\$500	Other Expenses	\$500	\$500	\$500
15,000	60,000	60,000	City Reimbursement of Expense/Personnel	54,400	54,400	54,400
15,000	60,000	60,500	Total Materials and Services	54,900	54,900	54,900
			DEBT SERVICE			
177,897	189,065	203,097	Principal on Community Bank Loan	216,680	216,680	216,680
99,609	91,687	77,655	Interest on Community Bank Loan	64,073	64,073	64,073
3,246	172,939	182,311	Principal on Banner Bank Loan	189,759	189,759	189,759
76,385	82,710	92,754	Interest on Banner Bank Loan	86,550	86,550	86,550
5,094	0	2,000	Other Financing Fees	2,000	2,000	2,000
362,230	536,401	557,817	Total Debt Service	559,062	559,062	559,062
0	0	1,042,383	RESERVE FOR DEBT SERVICE	1,172,038	1,172,038	1,172,038
\$377,230	\$596,401	\$1,660,700	TOTAL DEBT EXPENDITURES	\$1,786,000	\$1,786,000	\$1,786,000

**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.

FY16 Projections of Revenues

The Urban Renewal Agency will fund operations with the remaining balance of bond proceeds from a local institution for the FY16. Jump Start loan repayments are expected at \$22,500 for the fiscal year.

Actual FY13	Actual FY14	Budget FY15	RESOURCES	Proposed Budget FY16	Approved Budget FY16	Adopted Budget FY16
\$336,807	\$559,218	\$470,000	BEGINNING WORKING CAPITAL	\$500,000	\$500,000	\$500,000
			MISCELLANEOUS REVENUES			
325,000	0	0	Loan Proceeds	0	0	0
12,662	14,589	28,000	Jump Start Loan Repayments	22,500	22,500	22,500
20,000	0		Donations			
			ODOT Reimbursement			
0	0	0	Miscellaneous Revenues	0	0	0
1,165	1,540	2,000	Interest	2,000	2,000	2,000
358,827	16,129	30,000	Total Miscellaneous Revenues	24,500	24,500	24,500
\$695,634	\$575,347	\$500,000	TOTAL FUND RESOURCES	\$524,500	\$524,500	\$524,500

**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.

FY16 Proposed Budget

This budget continues the current programs and budgets \$349,500 in reserves, with the expectation this will be the operating budget for fiscal year 2015-16. This budget was developed based on the recommendations submitted by the PDC advisory committee.

Actual FY13	Actual FY14	Budget FY15	EXPENDITURE CATEGORIES	Proposed Budget FY16	Approved Budget FY16	Adopted Budget FY16
MATERIALS AND SERVICES						
\$32,500	\$0	\$0	Grants	\$0	\$0	\$0
1,775	2,665	5,600	Other Expense	5,000	5,000	5,000
0	0	0	Code Barrier Grants	10,000	10,000	10,000
93	0	0	Historical Signs	0	0	0
84,150	40,000	50,000	Jump Start	40,000	40,000	40,000
0	0	0	Second Story Access	40,000	40,000	40,000
1,305	0	0	Signs Gateway	0	0	0
0	5,576	50,000	Demolition Grants	40,000	40,000	40,000
0	0	100,000	Special Projects	0	0	0
16,593	60,685	50,000	Façade Restoration Opportunities	40,000	40,000	40,000
136,416	108,926	255,600	Total Materials & Services	175,000	175,000	175,000
0	0	0	CAPITAL OUTLAY	0	0	0
0	0	244,400	CONTINGENCY	349,500	349,500	349,500
\$136,416	\$108,926	\$500,000	TOTAL OPERATING EXPENDITURES	\$524,500	\$524,500	\$524,500