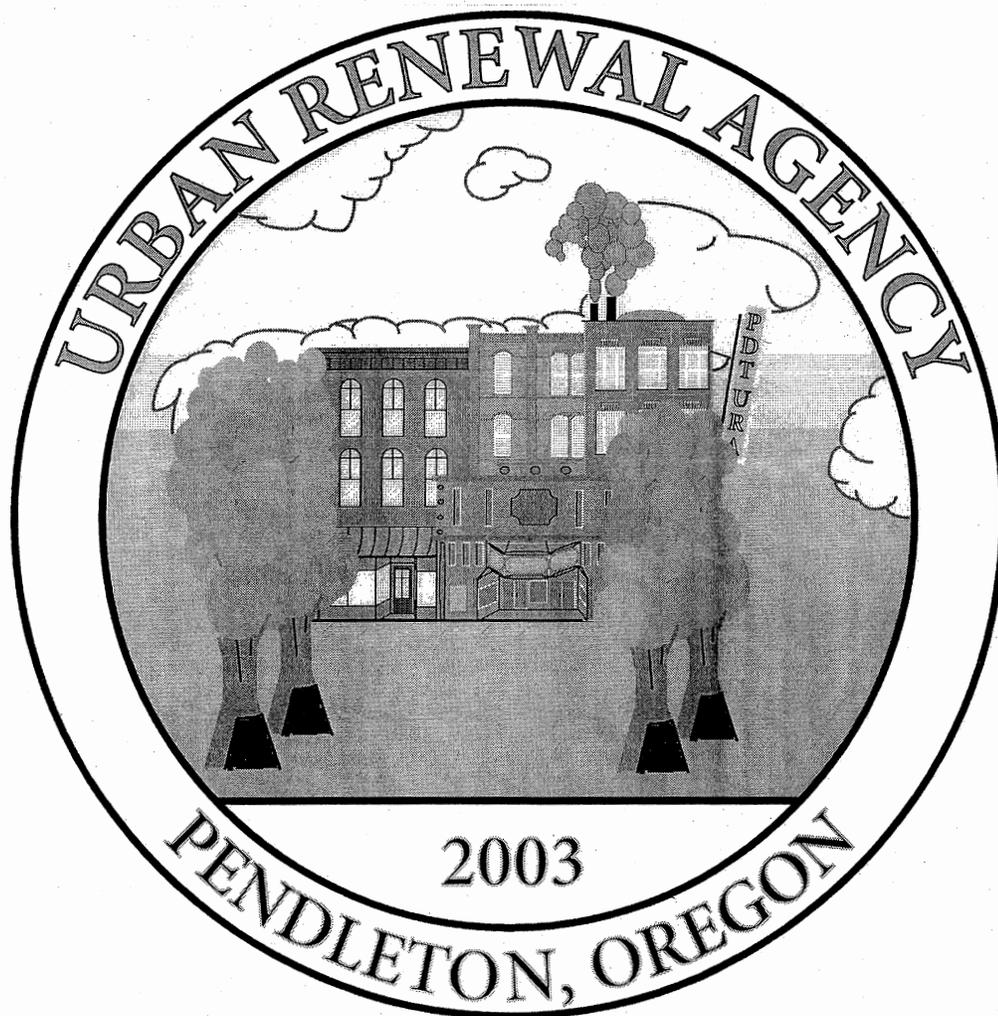


**PENDLETON DEVELOPMENT COMMISSION  
URBAN RENEWAL DISTRICT**

**ADOPTED BUDGET**



**2013-2014**

**PENDLETON DEVELOPMENT COMMISSION  
URBAN RENEWAL DISTRICT  
ADOPTED BUDGET  
FY 13-14**

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**PENDLETON DEVELOPMENT COMMISSION  
URBAN RENEWAL DISTRICT  
ADOPTED BUDGET  
FY13-14**

**2013-14 BUDGET COMMITTEE**

**John Brenne**

**Kricket Nicholson**

**Neil Brown**

**Vincent Papol**

**Jayne Clarke**

**Al Plute**

**Roger Harwerth**

**Teri Prock**

**Jane Hill**

**Lonnie Read**

**Phillip Houk**

**Rita Rosenberg**

**Keith May**

**Mike Short**

**Dave Krumbein**

**Chuck Wood**

**Becky Marks**

**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.



# 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

April 25, 2013

Pendleton Development Commission Budget Committee:

This year's budget is similar to budgets in the past. I have solicited budget requests from the committees and have approved their request.

The PDC recently expanded the boundaries for businesses to qualify for a Jump Start and Façade loan/grant. We have seen an increase in activity with the Jump Start program, authorizing two loans this past year compared to two loans in the previous three. As I write this we just received another application for a new business loan on Main Street.

The Downtown Master Plan was completed and a committee was appointed to prioritize projects. These priorities are to improve safety at the mid-block crossings, improvements to the Union Pacific parking lot on Frazer and S. Main to accommodate the Farmers Market, and repairs and maintenance of the trees and sidewalks. Staff is now charged with implementing these projects.

The PDC Grant Committee has successfully acquired \$25,400 in grants for improvements in the District. The committee continues to look for additional funding to help with all PDC projects and looks forward to making a bigger impact in the year to come.

The Gateways Committee worked with Oregon Department of Transportation to put a plan together to better direct freeway traffic into the downtown. The committee worked with the Arts Commission to identify placement of two bronze sculptures at our entryways. The PDC also has awarded a contract to paint the Highway 11 railroad bridge. Directional signage is being planned this summer to direct traffic to public parking areas.

The demolition program completed one project last year and has generated two housing projects scheduled for this coming year which is expected to increase housing by sixteen units.

The PDC successfully facilitated the purchase of the Rivoli Theatre. This involved the PDC funding a transfer of ownership into the hands of a local non-profit coalition committed to a \$5M restoration project which will benefit the downtown core.



# PENDLETON URBAN RENEWAL DISTRICT

## Pendleton Development Commission

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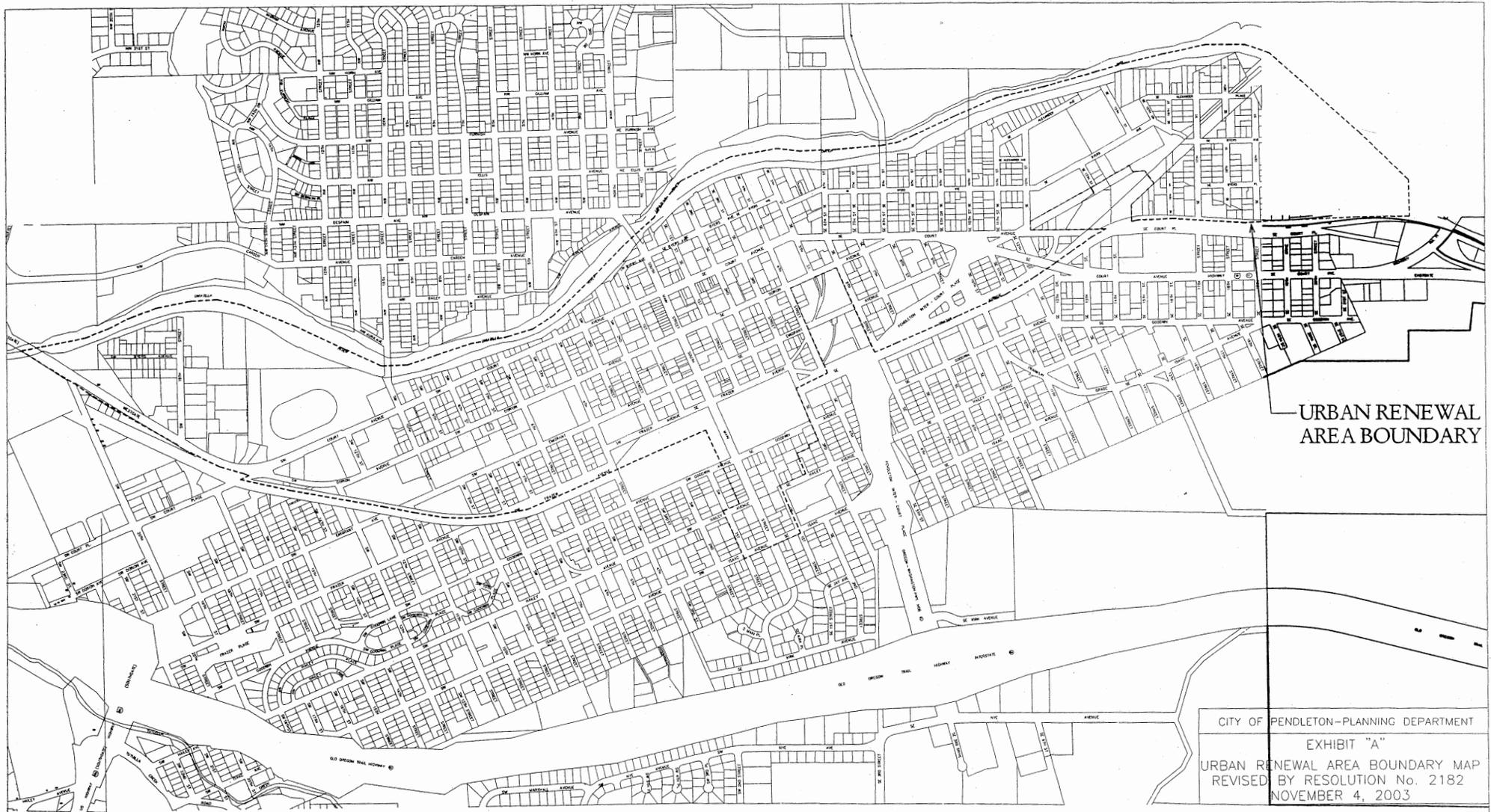
The River Quarter Committee completed its update to the River Quarter Master Plan. This document will guide the near and long term improvements to this community asset for the coming years. The committee will take up the development grant criteria in the coming year, and make recommendations to the PDC which should stimulate development along the walkway.

One item of note is this budget increases the administrative charge paid to the Central Service Fund of the City for administrative support services. Previously we had charged \$15,000 which was increased to \$60,000.

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

Sincerely,

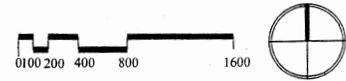
Robb Corbett, Executive Director  
Pendleton Development Commission



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

Tashman Johnson LLC

Seder Architects pc



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**PENDLETON DEVELOPMENT COMMISSION**  
**URBAN RENEWAL DISTRICT**  
***Budget Calendar Fiscal 2014***

- 04/12            FY 2014 budget forms and financial reports distributed.
- 04/12\*          Send notices of first budget committee meeting to paper.
- 04/19\*          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            Meeting with the Executive Director.
- 04/23            Begin printing budget.
- 04/24            Preliminary Budget completed.
- 05/9             Budget Committee meeting.
- 05/23\*          Send budget summaries and notice of Development Commission hearing to paper.
- 05/29            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.
- 06/11            Budget Hearing before the Development Commission.
- 06/11            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 # 13-001

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 11, 2013 is adopted in the amount of \$1,883,400 as the budget for fiscal year 2013-2014.

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 2013-2014:

	<u>Appropriation</u>
<u>URBAN RENEWAL DISTRICT DEBT SERVICE FUND</u>	
Materials & Services	\$ 60,500
Debt Service	<u>557,817</u>
TOTAL URBAN RENEWAL DISTRICT DEBT SERVICE FUND	<u>\$ 618,317</u>
 <u>URBAN RENEWAL DISTRICT OPERATING FUND</u>	
Materials & Services	\$ 335,000
Capital Outlay	25,000
Contingency	<u>194,400</u>
TOTAL URBAN RENEWAL DISTRICT OPERATING FUND	<u>\$ 554,400</u>

THIS resolution is effective on July 1, 2013.

PASSED by the Board of Directors and approved by the Chairman this 11th day of June, 2013.

  
Keith May, 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 9, 2013.

APPROVED: Jaymes Clarke  
Chairman

ATTEST: Jeri S. Prock  
Budget Committee Secretary

APPROVED AS TO FORM: Nancy Kerns  
Nancy Kerns, City Attorney

j:\data\budget\bud14\ura\budcom resolution

**PENDLETON DEVELOPMENT COMMISSION  
 URBAN RENEWAL DISTRICT  
 DEBT SERVICE 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 its board members. 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 fund the District.

**FY14 Projections of Revenues**

The beginning fund balance consists of reserves from the current fiscal year. Taxes are based on FY13 current tax receipts estimation with a two percent increase in assessments.

Actual FY11	Actual FY12	Budget FY13	RESOURCES	Proposed Budget FY14	Approved Budget FY14	Adopted Budget FY14
\$400,238	\$455,002	\$561,000	BEGINNING WORKING CAPITAL	\$762,000	\$762,000	\$762,000
364,794	522,398	507,000	TAXES	565,000	565,000	565,000
			MISCELLANEOUS REVENUES			
6,500	0	0	Grants	0	0	0
2,433	1,652	2,000	Interest	2,000	2,000	2,000
8,933	1,652	2,000	Total Charges for Services	2,000	2,000	2,000
75,195	0	0	TRSFY FROM OPERATING FUND	0	0	0
<b>\$849,160</b>	<b>\$979,052</b>	<b>\$1,070,000</b>	<b>TOTAL FUND RESOURCES</b>	<b>\$1,329,000</b>	<b>\$1,329,000</b>	<b>\$1,329,000</b>

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

**FY14 Proposed Budget**

This budget includes the two fixed term loans the PDC Urban Renewal Agency has outstanding as of June 30, 2013. The loans require a reserve of 1.25% and 1.20% of the annual loan payments.

Actual FY11	Actual FY12	Budget FY13	EXPENDITURE CATEGORIES	Proposed Budget FY14	Approved Budget FY14	Adopted Budget FY14
<b>MATERIALS AND SERVICES</b>						
\$10,400	\$7,800	\$0	Contracts	\$0	\$0	\$0
620	0	500	Other Expenses	500	500	500
20,000	15,000	15,000	City Reimbursement of Expense	60,000	60,000	60,000
31,020	22,800	15,500	Total Materials and Services	60,500	60,500	60,500
<b>DEBT SERVICE</b>						
158,570	166,954	178,160	Principal on Community Bank Loan	190,351	190,351	190,351
122,182	113,798	102,600	Interest on Community Bank Loan	90,401	90,401	90,401
0	0	163,200	Principal on Banner Bank Loan	172,940	172,940	172,940
81,415	94,520	129,000	Interest on Banner Bank Loan	102,125	102,125	102,125
971	1,546	2,000	Other Financing Fees	2,000	2,000	2,000
363,138	376,818	574,960	Total Debt Service	557,817	557,817	557,817
0	0	479,540	RESERVE FOR DEBT SERVICE	710,683	710,683	710,683
<b>\$394,158</b>	<b>\$399,618</b>	<b>\$1,070,000</b>	<b>TOTAL DEBT EXPENDITURES</b>	<b>\$1,329,000</b>	<b>\$1,329,000</b>	<b>\$1,329,000</b>

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

**FY14 Projections of Revenues**

The Urban Renewal Agency will fund operations with the remaining balance of the recent bond proceeds from a local institution for the FY14.

Actual FY11	Actual FY12	Budget FY13	RESOURCES	Proposed Budget FY14	Approved Budget FY14	Adopted Budget FY14
\$279,304	\$335,713	\$325,000	BEGINNING WORKING CAPITAL	\$534,500	\$534,500	\$534,500
			MISCELLANEOUS REVENUES			
400,000	225,000	300,000	Loan Proceeds	0	0	0
2,346	0	0	Jump Start Loan Repayments	17,900	17,900	17,900
9,050	225		Donations			
104,268	0		ODOT Reimbursement			
475	0	0	Miscellaneous Revenues	0	0	0
1,991	1,073	1,500	Interest	2,000	2,000	2,000
518,130	226,298	301,500	Total Miscellaneous Revenues	19,900	19,900	19,900
\$797,434	\$562,011	\$626,500	TOTAL FUND RESOURCES	\$554,400	\$554,400	\$554,400

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

**Description of Revenue Sources**

The Urban Renewal is a separate district from the City of Pendleton. The Pendleton City Council also serves as its board members. The Operating Fund provides for funding from loan proceeds for the projects of the Urban Renewal District.

**FY14 Proposed Budget**

This budget continues the current programs and budgets \$194,400 in reserves, with the expectation this will be the operating budget for fiscal year 2014-15.

Actual FY11	Actual FY12	Budget FY13	EXPENDITURE CATEGORIES	Proposed Budget FY14	Approved Budget FY14	Adopted Budget FY14
			<b>MATERIALS AND SERVICES</b>			
\$0	\$0	\$0	Second Floor Development - Committed	\$0	\$0	\$0
0	0	50,000	Grants - Previously Committed	20,000	20,000	20,000
3,518	3,209	5,000	Other Expense	5,000	5,000	5,000
9,694	52,500	0	Rivoli Contributions	0	0	0
0	2,887		Historical Signs			
2,325	62,475	50,000	Jump Start	50,000	50,000	50,000
0	0	10,000	Second Floor development	10,000	10,000	10,000
0	0	100,000	River Quarter	100,000	100,000	100,000
22,980	8,425	0	Landscaping Grants	0	0	0
709	0	0	Signs Gateway	0	0	0
25,798	30,247	50,000	Demolition Grants	50,000	50,000	50,000
0	0	0	Storm, Sewer, Water Grants	0	0	0
118,837	65,462	100,000	Facade Restoration Opportunities	100,000	100,000	100,000
183,861	225,205	365,000	<b>Total Materials &amp; Services</b>	<b>335,000</b>	<b>335,000</b>	<b>335,000</b>
202,665	0	50,000	<b>CAPITAL OUTLAY</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
0	0	211,500	<b>CONTINGENCY</b>	<b>194,400</b>	<b>194,400</b>	<b>194,400</b>
75,195	0	0	<b>TRANSFER TO DEBT SERVICE FD</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>\$461,721</b>	<b>\$225,205</b>	<b>\$626,500</b>	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$554,400</b>	<b>\$554,400</b>	<b>\$554,400</b>

**Capital Outlay**

Parking Signs \$25,000