

Burns Urban Renewal Agency

Meeting Agenda

Jan 10, 2024 Wednesday, 5:15pm

Zoom Meeting ID: **652 392 3048** Passcode: **12345**

Members: Jen Keady, Chair Heather Smith Jen Hoke
 Tod Gahley Jerry Woodfin

- I. Call to Order
- II. Pledge of Allegiance
- III. Establish Quorum/roll call
- IV. Public Comment
- V. Review/approve minutes
- VI. Review/approve bills

- VI. New Business
 1. New applications (discussion/action) - NONE
 2. Letter received from L. Wilcox re: adding properties (discussion) - Attach

- VII. Old Business
 1. Previous applications/updates - Unique Holdings (260 N Broadway Ave) (discussion)
 2. Previous discussion topics (discussion)
 - a. Meeting every OTHER month (Jan/March/May/July/Sept/Dec)
 - b. March meeting - update from Nick Green re: boundary options
 - c. March meeting - payouts to completed projects (Tharps/Unique Holdings)
 - d. Tentative schedule for updates from applicants:
 - i. March: Dominicks - 610 N Broadway + Roys/714 N Broadway
 - ii. May: Dobsons/1737 Hines Blvd
 - iii. July: Kainos/340-348 N Broadway
 - iv. Sept: Andersons/76 W Monroe
 - v. Dec: Year end review - Catalyst Consulting

- VIII. Open Discussion
- IX. Next meeting date - March 13, 2024
- X. Adjourn

*(For quick review at all times →
Residential, new (7%), Residential, remodel (15%), Commercial, new (5%), Commercial, remodel (12%)*

**BURNS URBAN RENEWAL AGENCY
(URA)**

December 13, 2023

The Burns Urban Renewal Agency met on December 13, 2023, at 7:00 p.m. Members present were as follows:

Chairperson: Jen Keady
Members: Jen Hoke
 Heather Smith
 Tod Gahley
 Jerry Woodfin - Excused

Also in attendance were City Manager Judy Erwin, City Clerk Tiffany Leffler, and guest Tom and Becky Anderson, Christina and Jeremy Tharp, Forrest Keady, and Kim Rollins.

Chairperson Jen Keady Called the meeting to order at 6:50 p.m.

PUBLIC COMMENT

There was no public comment given.

REVIEW AND APPROVE MINUTES

Jen Hoke made a motion to approve minutes as presented. Tod Gahley seconded the motion. All ayes.

REVIEW AND APPROVE BILLS

There were no bills to review or approve at that time.

NEW BUSINESS

1. **Change Meeting Date** – There was discussion and the council decided to hold the URA meeting prior to the first City Council meeting of the month at 5:15p.m.
2. **Year End Review/Report – Nick Green** – Nick Green Informed the council that this was required for publication annually in the local newspaper at the close of each tax year. This makes the public and the impacted tax districts aware of the financial impacts of the URA on their jurisdictions. He then read over the financial report as such:

As required by Oregon Revised Statute 457.460, the Burns Urban Renewal Agency board of directors submits the enclosed financial report on the City of Burns Urban Renewal Plan Area.

This statement has been prepared and is on file with the City of Burns and the Burns Urban Renewal Agency. An agency representative is available to consult with affected taxing districts and respond to questions. The information contained in the statement is available to all interested persons by contacting the City of Burns, 242 S Broadway Burns, Oregon 97720, Tel. 541-573-5255 or email cityofburns@cityofburnsor.gov.

Urban Renewal Agency FY2023 Annual Financial Report

MONEYS RECEIVED IN THE 2022-2023 TAX YEAR The Burns Urban Renewal Agency (URA) reported \$34,028 in taxes received during the 2022- 2023 fiscal year, along with \$750.00 in Intergovernmental Revenues and \$0.00 in interest income, for a total of \$34,778.00. The URA has no loan proceeds to report.

USE OF RESOURCES FROM THE 2022-2023 TAX YEAR Seven property owners participated in the program during the 2022-2023 tax year. The URA paid \$0.00 in incentive payments to these owners, plus \$0.00 for additional incentives, for a total of \$0.00. The URA incurred \$16,535.00 in other materials and services costs for a total annual expenditure of \$16,534.50.

ESTIMATED REVENUES & EXPENDITURES FOR THE 2023-2024 TAX YEAR The county assessor estimates 2023-2024 tax increment receipts for the URA to be \$59,189. No property owners were awarded incentive payments in October 2023 for a total of \$0.00 based on URA investments made in the 2022-2023 tax year. Seven program participants began projects this year, and five were still under construction. They will receive a partial payment next year and the balance of their incentive payments in the 2024-2025 year. Two program participants have completed projects that will be reassessed on January 1, 2024.

MAXIMUM INDEBTEDNESS AND INDEBTEDNESS INCURRED Maximum Indebtedness is the total amount of money from the division of taxes under ORS 457.420 to 457.460 that can be spent on programs and administration throughout the life of the Plan. Maximum Indebtedness is a term used to authorize the use of urban renewal tax increments and is required in every urban renewal plan. The maximum amount of indebtedness that may be issued or incurred under the Plan, based upon good faith estimates of the scope and costs of programs in the Plan and the schedule for their completion, is \$30,300,000. This amount is the principal of such indebtedness and does not include interest or indebtedness incurred to refund or refinance existing indebtedness. The URA's current indebtedness totals \$0, or 0 percent of its Maximum Indebtedness.

IMPACT ON OTHER TAXING DISTRICTS Taxes imposed in FY23 were \$34,028, or 0.3% of all taxes imposed in Harney County. Taxes imposed for FY24 are \$59,189, or 0.6% of total county taxes imposed. Impacts on each tax jurisdiction are summarized in the table below.

| <u>Tax Jurisdiction</u> | <u>FY23 Impact</u> | <u>FY24 Impact</u> |
|---------------------------------------------|--------------------|--------------------|
| Harney County | \$8,880.35 | \$15,446.66 |
| City of Burns | \$9,151.24 | \$15,917.85 |
| High Desert Parks and Rec | \$817.30 | \$1,421.63 |
| Health District | \$3,810.16 | \$6,627.47 |
| Harney ESD | \$1,769.33 | \$3,077.61 |
| School District 3 | \$9,599.62 | \$16,697.78 |
| Total All Districts (= URA Proceeds) | \$34,028.00 | \$59,189.00 |

*Tax impacts reported, but URA does not affect school districts' budgets since the state school formula offsets the tax impacts with additional state-shared revenues.

Nick Green then informed the URA if they choose to approve the report, they will run it for two consecutive weeks in the newspaper and send a copy of it to each affected tax jurisdiction.

Heather Smith made a motion to approve the Urban Renewal Agency FY2023 Annual Financial Report and have staff file and report it with the appropriate jurisdictions. Jen Hoke seconded the motion. All ayes.

- 3. New Applications – Bontemps - Tom and Becky Anderson** – Jen Keady informed Tom and Becky Anderson that the URA had already conditionally approved their application for the Bon Temps property. She said they had received the Anderson's photos and then asked them if they would just walk them through the project.

Becky Anderson thanked the URA for considering their project and for having them there tonight. They had provided hand outs for the URA showing pictures and a little history on the building and said it had been a foundational attraction in town since the fifties. When they had first purchased the property, it was in an incredible state of dilapidation. They have demolished the little gas station building that had been out on the parking lot parcel. She said the building itself had been abandoned for fifteen years and she felt this was a very critical corner of Burns. She said it is the first thing you see when you come into Burns and the last thing you see when you leave. Due to the dilapidation, everything had to be renovated. They would be converting this into a ten-unit short-term stay project. The building had to be taken down to the studs and started from the ground up because everything was in an unlivable state. Nothing but the frame was salvageable. She said they were very excited for their vision. Every unit would be equipped with a full kitchen and patio. They will have a workout room, laundry facilities, and a courtyard available as well. She said it was practical, simple, and a little home away from home to attract visitors to the area and promote economic development.

Tom Anderson said they were also planning to landscape the corner to make it an attractive sort of entrance.

Becky Anderson informed the URA that they also own the parking garage next door which is adjacent to both of those properties. She said that will be phase two though. She also said in phase two they would like to add something that is inviting and complimentary to downtown. They had thought maybe a brewery or a restaurant because she felt Burns could use more of that kind of thing.

Jen Keady let her know it was a perfect example of what they are looking for with Urban Renewal Projects. She also thanked them for putting money into this community and said the URA was excited to watch as things continue. They had conditionally approved the application but after tonight and the information they received the Anderson's are officially added to the list of URA applications.

Jen Hoke wanted to let them know that she was really excited to see it all come together.

Heather Smith let the Anderson's know she really appreciated all the work that went into the packet they created for the URA. She said it was beautifully laid out and gives anyone that wants to know what they are doing an exact idea.

Tod Gahley said looking at what they are building here compared to what he has seen there since he moved to Burns is way better than he anticipated.

OLD BUSINESS

- 1. Review and Update of Previous Applications** – Jen Keady thought the URA should plan to schedule times with applicants that have submitted applications, especially the ones that have been completed, but she didn't want to do them all on the same day. She informed the URA she would be contacting them and setting them up one at a time. The Tharps was done and had been waiting on the road cut to be filled. She then asked City Manager Judy Erwin if it had been.

City manager Judy Erwin informed her it had been.

Jen Keady thought the final tax assessment would happen in January, and once the URA had that, they would then begin to prepare a rebate.

2. **Expanding URA boundaries** - Jen Keady was hoping with Nick Greens help this coming year the URA could talk about expanding its boundaries. She thought maybe they could work with Catalyst to include these larger housing developments. She said there were also some code compliance lists that would fit the criteria. She then asked Nick Green how he proposed they go about that.

Nick Green said he could prepare a summary of the steps involved in expanding it and if they want to make some adjustments to program language in terms of what the URA can provide, especially now that R3 is an official entity. He thinks it would be good to consider how they can compliment their programs and vice versa and put some of that language into their amendment as well.

Jen Keady thought it would be great if he would do that. She said they would touch base with him and plan on having something back from him on it in February.

Nick Green agreed and said he would plan to attend the meeting in February.

There was no further discussion.

The next meeting will be January 10, 2023, at 5:15 p.m.

ADJOURN

Heather Smith made a motion to adjourn the meeting at 7:44 p.m. Jen Keady seconded the motion. All ayes.

Tiffany Leffler, City Clerk

Chairperson, Jen Keady

December 19, 2023

Lindsay A Wilcox
502 N. Fairview Ave.
Burns, OR 97720

Urban Renewal Committee
Burns City Hall
242 S. Broadway
Burns, OR 97720

Dear Members of the Urban Renewal Committee:

I propose two homes in Burns be added to the Urban Growth Project. These two are 682 West 'A' Street and 940 N. Egan. I have seen the insides of both and can confirm that they need significant work to make them habitable and saleable dwellings.

Also, I suggest there can be a general standard derived to assist in discovering more homes that may benefit from this program. Perhaps one of the parameters can be if they would not qualify for lending due to condition issues. Or derive a formula of estimated costs of needed repairs compared to what the value of the home would be if it were in good saleable condition. Just a thought.

Best regards,



Lindsay A. Wilcox