

**John Day Urban Renewal Agency Board Meeting  
Thursday, December 29, 2022  
316 S. Canyon Boulevard**

**8:00 PM Board Meeting**

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- 1. OPEN AND NOTE ATTENDANCE**
- 2. APPEARANCE OF INTERESTED CITIZENS** – At this time we will welcome the public and ask if there is anything they would like to add to tonight's agenda.
- 3. APPROVAL OF PRIOR MINUTES**

**ACTION ITEMS**

- 4. URA ANNUAL FINANCIAL REPORT**  
Attachments:
  4. URA Financial Report 2021-2022
- 5. URA INTERGOVERNMENTAL AGREEMENTS AND LOAN DISBURSEMENT REQUEST NO. 1**  
Attachments:
  - 5a. Holmstrom Heights Joint Development Memorandum and Agreement No. 20221477
  - 5b. Ironwood Estates Joint Development Memorandum and Agreement No. 20221478
  - 5c. The Ridge Joint Development Memorandum and Agreement No. 2022255
  - 5d. Council Resolution No. 22-891-12
  - 5e. URA Resolution No. 2022-02
  - 5f. Business Oregon Loan Agreement No. L22013
  - 5g. Disbursement No. 1 to Loan L22013
- 6. OTHER BUSINESS & UPCOMING MEETINGS**  
Other Business: None  
Upcoming Meetings: URA Annual Audit Report for FY22

**TO:** John Urban Renewal Agency Board of Directors  
**FROM:** Ron Lundbom, Board Chair  
**DATE:** December 29, 2022  
**SUBJECT:** Agenda Item #4: URA Annual Financial Report  
Attachments:  
4. URA Financial Report 2021-2022

## **BACKGROUND**

ORS 457.460 requires an annual financial report to be filed not later than January 31 of each year.

## **DISCUSSION**

Per ORS 457.460, the annual report shall state:

- (a) The amount of moneys received during the preceding fiscal year;
- (b) The purposes and amounts for which any moneys received and from indebtedness incurred were expended during the preceding fiscal year;
- (c) An estimate of moneys to be received during the current fiscal year;
- (d) A budget setting forth the purposes and estimated amounts for which the moneys that have been or will be received and from indebtedness incurred are to be expended during the current fiscal year;
- (e) The maximum indebtedness for each urban renewal area included in an urban renewal plan of the agency, including the amount of indebtedness incurred through the end of the immediately preceding fiscal year; and
- (f) An analysis of the impact, if any, of carrying out the urban renewal plan on the tax collections for the preceding year for all taxing districts included under ORS 457.430.

The financial report must be filed with the municipality's governing body and distributed to each taxing district affected by an urban renewal plan of the agency. Notice shall be published that the statement has been prepared and is on file with the municipality and the agency and the information contained in the statement is available to all interested persons. The notice shall be published once a week for not less than two successive weeks before March 1 of the year in which the statement is filed, in accordance with ORS 457.115.

The annual report is attached.

Staff will publish the report upon approval of the board.

## **RECOMMENDED MOTION**

"I move to approve the FY22 Annual Financial Report for the John Day Urban Renewal Agency and authorize Mayor Lundbom and Councilor Holland to publish and distribute the report to the appropriate agencies."

**TO:** John Urban Renewal Agency Board of Directors  
**FROM:** Ron Lundbom, Board Chair  
**DATE:** December 29, 2022  
**SUBJECT:** Agenda Item #5: URA Intergovernmental Agreements and Loan Disbursement Request No. 1

Attachments:

- 5a. Holmstrom Heights Joint Development Memorandum and Agreement No. 20221477
- 5b. Ironwood Estates Joint Development Memorandum and Agreement No. 20221478
- 5c. The Ridge Joint Development Memorandum and Agreement No. 20222255
- 5d. Council Resolution No. 22-891-12
- 5e. URA Resolution No. 2022-02
- 5f. Business Oregon Loan Agreement No. L22013
- 5g. Disbursement No. 1 Request for Loan L22013

**BACKGROUND**

The URA Board previously authorized three joint development agreements for new subdivisions at Holmstrom Heights, Ironwood Estates, and The Ridge. These agreements were subsequently reviewed and approved by the city attorney and were recorded with the Grant County Clerk. The incentives were financed by a loan from Business Oregon's infrastructure finance authority.

**DISCUSSION**

The city council adopted Resolution No. 22-891-12 and the URA adopted Resolution No. 2022-02, both of which are attached, at their respective May 24, 2022 meetings. The resolutions authorize the city officials and URA officials to execute the Business Oregon loan documents without any further action of the city council, and to enter into an intergovernmental agreement substantially in the form shown in Exhibit A to the respective resolutions.

The intergovernmental agreement was provided to Business Oregon and subsequently incorporated by reference in Section 5.A(4) of Loan Agreement L22013. A copy of the fully executed Loan Agreement is enclosed, along with Disbursement Request No. 1 for board approval.

The Loan Agreement authorized pre-award costs limited to no more than 20% of the total cost of the project cost or \$370,353.40. The City ultimately only incurred \$357,834 in pre-agreement costs. Disbursement No. 01 will reimburse the City for these pre-agreement and post-agreement costs totaling \$924,699. These funds, referred to as "magical money" by Mayor-elect Rookstool during the December 13 council meeting, will then be sent to the City and credited toward the City's loan to the URA.

The development agreements and loan documents are fully executed. No motions are needed since previous resolutions approved these actions of the board. However, the board must approve the acting interim councilors to submit the disbursement request and pay contractor invoices for these funds.

**RECOMMENDED MOTION**

"I authorize Mayor Lundbom and Councilor Holland to submit the enclosed Disbursement Request No. 1 for Loan Agreement L22013 in the amount of \$924,699 and authorize payments for invoices submitted."

**TO:** John Urban Renewal Agency Board of Directors  
**FROM:** Ron Lundbom, Board Chair  
**DATE:** December 29, 2022  
**SUBJECT:** Agenda Item #7: Other Business and Upcoming Meetings

**OTHER BUSINESS**

None

**UPCOMING MEETINGS**

URA Audited Financial Statements will be presented in January