



City Hall
206 N. Main Street
Toledo, Oregon 97391

TOLEDO URBAN RENEWAL AGENCY
Regular Meeting – also via Zoom Meeting Platform
December 18, 2024

**5:00 p.m. or immediately following the Toledo City Council executive session,
whichever is earlier**

A City Council executive session is scheduled before this meeting and the room will be closed to the public. The room will open for the Urban Renewal Agency meeting once the executive session has adjourned.

Virtual Meeting: The Urban Renewal Agency will hold the meeting in person for the Agency and staff in person as well as through the Zoom video meeting platform. The public is encouraged to attend the meeting electronically. Visit the meetings page on the city website for meeting login information.

Public Comments: The Urban Renewal Agency may take limited verbal comments during the meeting. Written comments may be submitted by email to lisa.figueroa@cityoftoledo.org 3:00 p.m. the day of the meeting to be included in the record. Comments received will be shared with the Urban Renewal Agency and included in the record.

1. **Call to Order and roll call**
2. **Consent Agenda**
Minutes of the meetings held March 27, 2024, May 22, 2024 and June 5, 2024
3. **Discussion Items**
 - Discuss an Intergovernmental Agreement between the Urban Renewal Agency (URA) and the City
4. **Adjournment**

Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2060 or by e-mail at lisa.figueroa@cityoftoledo.org. The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by calling city offices at (541) 336-2247.

TOLEDO URBAN RENEWAL AGENCY
REGULAR MEETING
March 27, 2024

1. CALL TO ORDER

Board President Rod Cross called the meeting to order at 5:30 p.m. also via Zoom in Toledo, Oregon.

Present	Absent	
<u>X</u>		<u>President Rod Cross</u>
	<u>X</u>	<u>Member Kim Bush</u>
<u>X</u>		<u>Member Jackie Kauffman</u>
	<u>X</u>	<u>Member Tracy Mix</u>
<u>X</u>		<u>Member Stu Strom</u>
<u>X</u>		<u>Member Jackie Burns</u>
<u>X</u>		<u>Member Frank Silvia</u>

Staff present: Director (D) Doug Wiggins, City Recorder (CR) Lisa Figueroa, Finance Director/Assistant City Manager (FD) Amanda Carey, City Attorney (CA) Mike Adams

2. CONSENT AGENDA

Minutes from the meeting held February 7, 2024 and the goal setting held February 27, 2024

Motion – It was moved and seconded (Silvia/Strom) to approve the minutes as presented and the motion carried unanimously.

3. DISCUSSION/DECISION ITEMS

Urban Renewal District rehabilitation loan request, 139 S. Main Street, Toledo, Barry Bruster

D Wiggins presented the staff report. He said the application is for the building located at 139 S. Main Street. He said Barry Bruster is requesting \$10,000 to install electricity in the upstairs area of the building. He said Mr. Bruster plans to convert that space to an Airbnb. He said the request is for the full \$10,000 but the estimate for the project is approximately \$17,000 and the application was completed properly. He indicated Mr. Bruster is available to answer questions.

D Wiggins noted the applicant would be required to sign an agreement with the understanding that the request is a forgivable loan as long as they meet the agreement conditions. He said there will be a lien on the building for two years and if the building is sold within those two years, the loan will have to be repaid with 3% interest.

Motion – It was moved and seconded (Silvia/Burns) to approve the grant application request as presented for \$10,000 and the motion carried unanimously.

1 **Urban Renewal District rehabilitation loan request, 233 S. Main Street**

2 D Wiggins said the application was submitted by Omar Galicia for 233 S. Main Street to reimburse
3 him for the re-roofing of the building. He said the policy does not stipulate whether applicants
4 could request a reimbursement. The Board asked Mr. Garcia clarification questions in regards to
5 the project. D Wiggins noted the full project expense exceeded \$50,000. There was deliberation in
6 regards to the whether the grant request is appropriate for the particular project since it has been
7 completed, however there was a consensus of the Board that felt it was appropriate.
8

9 **Motion** – It was moved and seconded (Silvia/Burns) to approve the grant application request as
10 presented for \$10,000 and the motion carried unanimously.
11

12 **Adopt goals for the Urban Renewal Agency for Fiscal Year 2024-2025**

13 CR Figueroa summarized the staff report and referenced the draft goals in the packet for
14 consideration. The Board reviewed the proposed goals and amended them to read as:
15

- 16 • Continue mitigation of Inflow & Infiltration (I&I) issues within the district according to
17 the Plan
- 18 • Offer a program to provide funding opportunities for the rehabilitation of residential and
19 business blighted properties
- 20 • Proceed with the progress to upgrade the Public Safety Building
- 21 • Continue collaboration with the Greater Toledo Pool District for the development of a
22 community/recreation center
- 23 • Identify foliage that is damaging to Main Street infrastructure in preparation to replace
24 such foliage
25

26 **Motion** – It was moved and seconded (Kauffman/Silvia) to adopt the goals for the Urban Renewal
27 Agency for Fiscal Year 2024-2025 as amended and the motion carried unanimously.
28

29 **4. ADJOURNMENT**

30 The meeting adjourned at 6:14 p.m.
31

32 Respectfully submitted:
33
34
35

36 City Recorder Lisa Figueroa
37

TOLEDO URBAN RENEWAL AGENCY
REGULAR MEETING
May 22, 2024

1. Call to Order

Board President Rod Cross called the meeting to order at 6:00 p.m. also via Zoom in Toledo, Oregon.

Present	Absent	
X		President Rod Cross
X		Member Kim Bush
	X	Member Jackie Kauffman
X		Member Tracy Mix
X		Member Stu Strom
X		Member Jackie Burns
X		Member Frank Silvia

Staff present: Director (D) Doug Wiggins, City Recorder (CR) Lisa Figueroa, City Attorney (CA) Mike Adams

2. Approval of minutes

Minutes from the meeting held March 27, 2024 and the Urban Renewal Agency Budget Committee held May 7, 2024

Motion – It was moved and seconded (Silvia/Mix) to approve the minutes as presented and the motion carried unanimously.

3. Discussion/Decision items

Urban Renewal District rehabilitation loan request, 161 SE 2nd – Jennifer Kent & Eric Bohne

Jennifer Kent addressed the Board. Ms. Kent said her business is Brewery X0, which will be located at 161 SE 2nd and operating out of the former Eagles building. She presented her application to the Board, which would allow her to install an accessibility ramp. The Board asked clarification questions about the project. She said the ramp would open the upstairs space to host more events. She noted in the future, she would like install benches and flowers outside of the building. The Board indicated she did not request the full \$10,000 and inquired whether she would accept \$350 to install the benches with a stipulation to submit a plan of that installation to D Wiggins within the week. Ms. Kent said she could supply a plan to D Wiggins within that time.

CM Wiggins reviewed the conditions of the loan application, including a two-year lien requirement and interest.

Motion – It was moved and seconded (Mix/Silvia) to approve the loan request for 161 SE 2nd Street to Jennifer Kent and Eric Bohne as amended to \$10,000 and the motion carried unanimously.

1 **Urban Renewal District rehabilitation loan request, 181 S Main Street – Charlie & Emilee**
2 **Cyphert**

3 Charlie and Emilee Cyphert addressed the Board and presented their application. Mr. Cyphert
4 indicated this application would assist with an update to the servers' station, which would include
5 the soup/salad station, the beverage station and hand washing station. The Board asked several
6 questions in regards to the application. After further discussion, there was discussion to provide
7 the full \$10,000 to the applicants.
8

9 CM Wiggins reviewed the conditions of the loan application, including a two-year lien
10 requirement.
11

12 **Motion** – It was moved and seconded (Mix/Bush) to approve the loan application to Charlie and
13 Emilee Cyphert for 181 S. Main Street as amended to increase the amount to \$10,000 and the
14 motion carried unanimously.
15

16 **Urban Renewal District rehabilitation loan request, 344 W Business Highway 20 – Toni**
17 **Hockema**

18 Dusty Hockema addressed the Board on behalf of his mom Toni and presented the application. He
19 said the funding would help with several projects such as to repave the alley way and refurbish the
20 roof. Board Member Silvia declared a potential conflict of interest and noted he often volunteers
21 at the business but is not paid for his services. The Board asked for additional information for the
22 roofing and Mr. Hockema indicated he has not received as of yet.
23

24 CM Wiggins reviewed the conditions of the loan application, including the two-year lien
25 requirement.
26

27 **Motion** – It was moved and seconded (Bush/Silvia) to approve the loan application for Toni
28 Hockema at 344 W Business Highway 20 for \$10,000 with a start date before June 28, 2024 and
29 the motion carried with five in favor and Director Mix abstaining.
30

31 CM Wiggins noted for the record that the paperwork/projects need to be initiated before the end
32 of the fiscal year to receive funds.
33

34 **Discussion: Loan rehab program**

35 CM Wiggins indicated a Board member wanted to revisit the loan program to determine whether
36 there needs to be any changes as a new program. The Board discussed the program and
37 contemplated whether they could require a project to have started before receiving any funding.
38 After further discussion, CM Wiggins indicated the program states the project must be completed
39 within one year of receiving funds.
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1 **4. Adjournment**
2 The meeting adjourned at 6:55 p.m.
3
4 Respectfully submitted:
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6
7 _____
8 City Recorder Lisa Figueroa
9

DRAFT

TOLEDO URBAN RENEWAL AGENCY
REGULAR MEETING
June 5, 2024

CALL TO ORDER

Board President Rod Cross called the meeting to order at 6:13 p.m. also via Zoom in Toledo, Oregon.

Present	Absent	
<u> X </u>		<u>President Rod Cross</u>
	<u> X </u>	<u>Member Kim Bush</u>
<u> X </u>		<u>Member Jackie Kauffman</u>
	<u> X </u>	<u>Member Tracy Mix</u>
<u> X </u>		<u>Member Stu Strom</u>
<u> X </u>		<u>Member Jackie Burns</u>
<u> X </u>		<u>Member Frank Silvia</u>

Staff present: Director (D) Doug Wiggins, City Recorder (CR) Lisa Figueroa, Finance Director/Assistant City Manager (FD), City Attorney (CA) Mike Adams

Public Hearing

Resolution URA-07, a resolution adopting the Urban Renewal Agency budget for Fiscal Year 2024-2025

President Cross opened the public hearing at 6:15 p.m. and asked Board members would like to declare any of conflicts of interest. After hearing no comments, he asked staff for the report.

FD Carey presented a report to the Board. Staff answered clarification questions regarding the budget on page 4.

President Cross opened the floor for public comment. After hearing no comments, President Cross closed the public hearing at 6:19 p.m.

Motion – It was moved and seconded (Silvia/Kauffman) to approve Resolution No. URA-07, a resolution of the Toledo Urban Renewal Agency adopting the Fiscal 2024-2025 Budget for the Urban Renewal Agency, making appropriations and declaring tax increment and the motion carried unanimously.

Adjournment

The meeting adjourned at 6:20 p.m.

Respectfully submitted:

City Recorder Lisa Figueroa



**CITY OF TOLEDO
REQUEST FOR URBAN RENEWAL AGENCY ACTION**

URA Goal	Meeting Date:	Agenda Topic:
4.Continue collaboration with the Greater Toledo Pool District for the development of a community/recreation center	December 18, 2024	Discuss an Intergovernmental Agreement between the Urban Renewal Agency (URA) and the City
Prepared by:	Reviewed by:	Approved by:
City Attorney M. Adams	City Manager Pro Tem A. Carey	City Manager Pro Tem A. Carey

Recommendation:

Discussion of an Urban Renewal District governed by the Urban Renewal Agency generally, approved projects in the Toledo Urban Renewal District Plan, prioritization of projects, and draft of potential Intergovernmental Agreement between the Urban Renewal Agency and the City.

Background:

The formation of an Urban Renewal District (URD) is a mechanism that does not raise or increase taxes on property. Rather, in the URD, a geographic boundary, any increase in taxes, for example from development of a property (called the “tax increment,” which is the amount of taxes collected above the amount owing when the district is formed) is diverted to the Urban Renewal Agency (URA), rather than to the other permanent taxing districts, during its approved life, to allow the URA to complete projects to deal with the “blight” of buildings and other infrastructure. It is the City Council, not acting as the City’s governing body, but as members of the URA. It is a separate and distinct legal entity from the City.

The URA has an approved “Plan” that specifies the projects that can be undertaken by the URA during its life. The URA Plan that was approved by City Ordinance No. 1397, adopted on August 25, 2021. Two of the URA projects in the Plan are a Recreation Investments Program (with an amount not to exceed \$1,326,150) and a Community Center Program (with an amount not to exceed \$2,500,000). See URA Plan. These two projects, up to an amount of \$3.8 million dollars, is what is being contemplated as a contribution to replace the pool and build a community building. At a minimum, the URA should discuss prioritization of projects in the URA Plan.

The City, through the attached draft Intergovernmental Agreement (IGA) with the Toledo Urban Renewal Agency, is contemplating using its “Full Faith and Credit” to obtain one or more “Financing Agreement(s),” entered into by the City of Toledo, for one or more lines of credit and/or issuance of one or more bonds, in the amount of not more than \$3.8 million to assist the Pool District in replacing the Pool and build a Community Center. The URA would agree to pay the costs of the Financing Agreements using the URA’s “Tax Increment Financing” (TIF) revenue received each year. Based on information from the entity that would do the bond(s) for the city, the amount of \$3.8 million is roughly the amount that can be borrowed for the next 5-10 years, due to the amount of TIF revenue incoming each year required to service the \$3.8 million in Financing Agreements.

This draft IGA should not be approved, but is recommend to go before bond counsel if the URA decides this is how it wants to proceed. More discussion may be needed.



**CITY OF TOLEDO
REQUEST FOR URBAN RENEWAL AGENCY ACTION**

Fiscal Impact:	Fiscal Year:	GL Number:
\$3.8 million	2024-2025	N/A

Attachment:

1. Draft IGA between City and URA

**Intergovernmental Agreement to Transfer Tax Increment Finance Revenues
of the Toledo Urban Renewal Area
to the City of Toledo to pay for the Project Loan**

This Intergovernmental Agreement (the “Intergovernmental Agreement”) is dated as of _____, 2024 (the date the last party below has signed) and is entered into by and between the Toledo Urban Renewal Agency (the “Agency”) and the City of Toledo, Oregon (the “City”). The parties hereby agree as follows:

Section 1. Definitions and Recitals.

(1) Definitions.

Unless the context clearly requires otherwise, capitalized terms used in this Intergovernmental Agreement that are defined in this Section 1(1) shall have the following meanings:

“Area” means the Toledo Urban Renewal Area described in the Plan and all additions thereto.

“Financing Agreement” means one or more financing agreements, entered into by the City of Toledo, for one or more lines of credit and/or issuance of one or more bonds in the amount of not more than \$3.8 million to finance the Community Rec Center/Pool Rehabilitation project.

“Plan” means the Agency’s Toledo Urban Renewal Plan approved by City Ordinance No. 1397, adopted on August 25, 2021, as that plan has been, and may in the future be, amended.

“Project(s)” means projects described in the Plan and its subsequent amendments, including Recreation Investments Program (1,326,150) and Community Center Program (2,500,000).

“Tax Increment Revenues” means all revenues that the Agency collects for the Area under the provisions of Article IX, Section 1c of the Oregon Constitution and Oregon Revised Statutes Chapter 457.

(2) Findings.

(A) Oregon Revised Statutes 457 and Oregon Constitution Article IX, Section 1(c) authorizes the Agency to incur debt for the purpose of financing projects of an urban renewal plan, and to repay the debt and related costs with tax increment revenue; and

(B) The City has or will enter into the Financing Agreement(s) to finance costs of the Project.

(C) The Agency is authorized to spend Tax Increment Finance Revenues to pay for the costs of the Project.

(D) This process enables significant cost savings, through reduced interest rates and fees, for the Agency by having the City as applicant.

(E) The Projects will assist the Agency in carrying out its Plan.

- (F) The Agency will only spend the proceeds of the Financing Agreement on Projects if the Projects are described in the Plan, located in the Area, and owned by the City or the Agency.
- (G) The Agency will appropriate funding needed for payments in each years' budget.
- (H) The Agency has \$_____ of unused maximum indebtedness available prior to executing this Intergovernmental Agreement.
- (I) The City and Agency have determined that financing the Projects through an intergovernmental agreement as allowed by ORS 190.0 10, is more cost efficient than external financing methods, is financially feasible, and is in the best interest of both parties.

Section 2. Payments.

- (1) The payments due from the City under the Financing Agreement are shown in the attached Exhibit A.
- (2) The Agency hereby agrees to pay to the City the amount of each payment due from the City under the Financing Agreements, not less than one business day prior to the date each payment is due.
- (3) This Intergovernmental Agreement shall constitute indebtedness of the Agency. The Agency is obligated to make the payments due under this Intergovernmental Agreement solely from the Tax Increment Finance Revenues. Pursuant to Oregon Revised Statutes Section 287A.310, the Agency pledges the Tax Increment Finance Revenues to pay the amounts described in Section 2.2 of this Intergovernmental Agreement. This pledge shall be subordinate to the tax increment indebtedness of the Agency that are outstanding on the date this Intergovernmental Agreement is executed, but shall be superior to all other obligations of the Agency except to the extent that the City subsequently agrees in writing to subordinate this pledge.
- (4) It is the reasonable official intent of the Agency to reimburse itself for the capital expenditures associated with the Project with the proceeds of the City Obligation and IGA in the principal amount not to exceed \$3,826,150. This declaration of official intent is given pursuant to United States Treasury Regulations Section 1.150-2.

Section 3. Estoppel.

The Agency hereby certifies, recites and declares that all things, conditions and acts required by the Constitution and Statutes of the State of Oregon and by this Intergovernmental Agreement to exist, to have happened and to have been performed precedent to and in the execution and the delivery of this Intergovernmental Agreement, do exist, have happened and have been performed in due time, form and manner, as required by law, and that this Intergovernmental Agreement is a valid and binding obligation of the Agency that is enforceable against the Agency in accordance with its terms, except to the extent that enforceability may be limited by applicable bankruptcy, insolvency, fraudulent conveyance, reorganization, moratorium or other laws or judicial decisions or principles of equity relating to or affecting the enforcement of creditors' rights or contractual obligations generally.

Section 4. Miscellaneous.

(1) Binding Effect.

This Intergovernmental Agreement shall inure to the benefit of and shall be binding upon the Agency and the City and their respective successors and assigns.

(2) Severability.

In the event any provisions of this Intergovernmental Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provisions hereof.

(3) Amendments.

This Intergovernmental Agreement may be amended only by a writing signed by both parties.

(4) Execution in Counterparts.

This Intergovernmental Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute the same instrument.

(5) Applicable Law.

This Intergovernmental Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. Any action regarding this Intergovernmental Agreement or the transactions contemplated hereby shall be brought in an appropriate court of the State of Oregon in Lincoln County, Oregon.

(6) Rules of Construction.

References to section numbers in documents that do not specify the document in which the section is located shall be construed as references to section numbers in this Intergovernmental Agreement.

(7) Headings.

The headings, titles and table of contents in this Intergovernmental Agreement are provided for convenience and shall not affect the meaning, construction or effect of this Intergovernmental Agreement.

IN WITNESS WHEREOF, the Agency and the City have executed this Intergovernmental Agreement as of the date indicated above.

For the Toledo Urban Renewal Agency

_____ Date Signed

For the City of Toledo, Oregon

Rod Cross, Mayor

Date Signed