Burns Urban Renewal Agency

Agenda

November 11, 2026, 5:00 – 6:00 p.m.

Zoom Meeting ID: 902 014 3459

Members: Bryan Garo, Jen Hoke, Susan Lowe, Shane Brockmann, Tod Gahley, Chase Patterson, Andrew Roy

1. Call to Order and Roll Call

2. Approval of Prior Meeting Minutes

- October 21, 2026 Work Session
- October 21, 2026 Regular Session

3. Public Comment

4. Reports in Lieu of Audit and FY2025–2026 Annual Financial Report (Action)

Staff reviewed the URA's initial Report in Lieu of Audit for FY2022-2023 and identified several discrepancies that needed to be addressed. The filed report showed $0 for all receipts, expenditures, and cash and listed the wrong reporting period. The amended report (attached) corrects the period to July 1, 2022, through June 30, 2023, and reports $34,777.75 in receipts, $16,534.50 in expenditures, and $18,243.25 in year-end cash. It should be filed with the Oregon Secretary of State.

Past-due reports that remain unfiled are for FY2023-2024 and FY2024-2025, and the Secretary of State lists both as missing. Copies of both are attached, reconciled with the actuals from the General Ledger and the annual financial reports approved for those years by the URA board. FY2023-2024 shows $51,261.12 in receipts and $19,790.70 in expenditures, and FY2024-2025 shows $98,511.02 in receipts and $44,693.42 in expenditures.

The FY2025-2026 report is also attached for board review and approval. It was due September 30, 2026 (90 days after the end of the fiscal year), so it will also be filed late. It uses the City's interim ledger figures, which staff will confirm against the year-end close before filing.

Each of these years was well under the $250,000 expenditure limit for filing a report in lieu of audit. Because the Secretary of State does not grant extensions for these reports, staff are verifying with the Audits Division that it will accept the late reports and the amended FY2022-2023 report, and confirming the filing fees and the URA's June 30 fiscal year-end on file. Brenda Engebretson will sign as preparer, and the Board Chair will certify each report. Fidelity bond information still needs to be added to each report before filing.

Finally, the Board approved the FY2024-2025 Annual Financial Report at its October 21, 2026, meeting. This agenda item requests the Board review and approve next year's report, the FY2025–2026 Annual Financial Report prepared under ORS 457.460, which is required to be published by January 31, 2027. Based on the City's interim ledger, the report documents $75,705.72 in FY26 revenues, $28,186.91 in expenditures, and ending net working capital of $151,050.08 as of June 30, 2026. It also reports the Assessor's corrected 2026-2027 tax increment of $105,900.67, about 0.9% of all taxes imposed in Harney County. That is $17,823.49 below the $123,724.16 originally certified.

Recommended action: Motion to approve the amended FY2022-2023 Report in Lieu of Audit and the FY2023-2024, FY2024-2025 and FY2025-2026 Reports in Lieu of Audit, authorize the Board Chair to certify them and staff to file them with the Oregon Secretary of State, and approve the FY2025–2026 Annual Financial Report for publication by January 31, 2027, with final year-end figures substituted before publication.

Reference: Burns URA FY2025–2026 Annual Financial Report; Reports in Lieu of Audit (FY2022-2023 Amended; FY2023-2024; FY2024-2025; FY2025-2026)

5. Payable Invoices for URA Rebates and System Development Charges (Action)

This agenda item follows up on the Board's direction to staff to review and update the rebates and SDC reimbursements owed on the 2026-2027 tax roll, per the enclosed memorandum. The memorandum lists $76,032.93 in rebates to four property owners and up to $35,515.00 in SDC reimbursements for five residential connections, totaling $111,547.93. These rebate amounts are well within the FY2026-2027 appropriations of $90,410 for rebates and $112,242 for SDC payments. These are now ready for board review and approval.

Recommended action: Motion to approve payment of the rebates and SDC reimbursements listed in Memorandum 1, with SDC reimbursements subject to the City's preparation of SDC invoices for each property.

Reference: Memorandum 1 — URA Rebates and SDCs

6. Resolution 2026-004, Referral of First Amendment under ORS 457.089

On October 21, 2026, the Agency Board directed staff to prepare an amendment to the Burns Urban Renewal Plan adding land along West B Street to the urban renewal area. The purpose is to use tax increment from new development served by the City's water, sewer, and street improvements to carry out the Plan. That includes reimbursing the City for its Special Public Works Fund loan from Business Oregon.

Staff has prepared the proposed First Amendment to the Plan and an accompanying Report. The amendment adds about 23.37 acres: 50 lots of the proposed Burns IE subdivision and the adjoining public rights-of-way. The addition is about 4.86% of the original urban renewal area, within the 20% limit on land added by amendment. The

amendment does not change the Plan's $30,300,000 maximum indebtedness or its goals and project categories.

This resolution formalizes the Board's October 21 direction, approves the addition boundary, and approves the draft First Amendment and Report for review. It directs staff to send them to the six affected tax districts and to the Burns Planning Commission for their recommendations, as ORS 457.089 requires. Staff will also present them to Harney County and post them for public review.

Each taxing district will have 45 days from receiving the documents to submit written recommendations. Once that period ends and the Planning Commission has made its recommendations, staff will forward the amendment to the City Council with the Agency's recommendation to adopt. The Board will not need to act again unless a substantive change is proposed.

The City will mail notice of the Council hearing to utility customers. When the Council adopts the First Amendment by non-emergency ordinance, it must accept, reject, or modify each district's recommendations. The ordinance takes effect 30 days after adoption.

Recommended action: Motion to adopt Resolution No. 2026-004, approving the proposed First Amendment to the Burns Urban Renewal Plan and the accompanying Report and referring them to the affected taxing districts, the Burns Planning Commission, and Harney County.

Reference: URA Resolution 2026-004

7. Citizen Advisory Committee Application and Process (Action)

The Board approved establishing a citizen advisory committee comprised of elected officials and appointed residents of the City of Burns. The enclosed application and process are for board review and approval to begin requesting volunteers for the committee. Applications received by the December URA board meeting will be considered for appointment to a six-month term beginning January 2027.

Reference: Committee Volunteer Application

8. Staff and Consultant Updates

9. Board Member Comments

10. Adjournment

BURNS URBAN RENEWAL AGENCY
(URA)
WORK SESSION

October 21, 2026

The Burns Urban Renewal Agency met in a work session on October 21, 2026, at 5:00 p.m. Members present were as follows:

Chairperson: Bryan Garo
Members: Tod Gahley
Susan Lowe
Shane Brockmann
Chase Patterson
Andrew Roy
Jen Hoke - Excused

Also in attendance were City Manager Brenda Engebretson, Police Chief Robby Tiller, Public Works Director Ty Richardson, and City Clerk Tiffany Leffler. Nick Green with Catalyst joined via Zoom. Members of the public were present in the room, including Hilda Allison (204 East Hanley in Hines, and Burns business owner), and Kim Rollins (831 Riverside Drive).

Chairperson Bryan Garo called the meeting to order at 5:02 p.m. and led the Pledge of Allegiance. Roll call was taken, and six members answered present.

APPROVAL OF WORK SESSION AGENDA

Tod Gahley suggested holding a single public comment period at the end of the meeting rather than at the beginning, in the interest of time. Chairperson Garo agreed, noting that because the work session is intended for public input, he would recognize members of the public to speak throughout the discussion. Item 4, Public Comment, was removed from the agenda. In response to a clarifying question, it was confirmed that the public comment period at the end of the meeting would remain.

Tod Gahley made a motion to approve the agenda with the first public comment period removed. Andrew Roy seconded the motion. All Ayes. **(6/0)**

DECLARATIONS OF POTENTIAL OR ACTUAL CONFLICTS OF INTEREST

Chairperson Garo read the declaration statement on the agenda, which asks each Board member to announce any potential or actual conflict of interest in an item on the agenda as required by ORS 244.120, and asks staff and consultants to disclose any working relationship with an applicant discussed under Item 6.

Tod Gahley disclosed that he had previously taken advantage of the heat pump program, not the URA rebate program. Chairperson Garo noted that the declarations are limited to items on this agenda, which did not include that program, and thanked him for the disclosure. No other conflicts were declared at that time.

Later in the meeting, Andrew Roy stated that he would recuse himself from any discussion or comment on the Whittier Hotel application because it involves family members. Nick Green

disclosed during discussion of the Lot 17 application that he is Managing Director of R3 Strategies, the applicant.

PUBLIC COMMENT

Removed from the agenda by the motion above. Public comment was taken during discussion of the items that followed.

WORK SESSION ITEMS

1. URA Governing Documents, Program Benefits, and Board Procedures (Agenda Item 5)

   Nick Green with Catalyst said the purpose of this item was to make sure the Board is working from the same set of documents which were included in the packet. The Bylaws were adopted by URA Resolution 22-001 on February 9, 2022. The Standard Operating Procedures (SOPs) were initially adopted at the same meeting and were amended and restated at the next meeting on November 16, 2022, which he identified as the version currently in effect. He said neither version of the SOPs changes the program rules established in the Plan; they describe how the Board administers the program.

   Nick Green summarized the program benefits. Rebates are indexed to the change in assessed value determined by the County Assessor, also known as exception value, which is the value of the new improvements resulting from the project. New home construction is eligible for a 7% rebate, a major remodel of an existing home for 15%, new commercial construction for 5%, and a major remodel of an existing commercial building for 12%.

   He also pointed out that under the SOPs, staff can approve projects before they begin, and the Board has the discretion to approve a project at any point during its development, including applications received during construction or as a project nears completion.

   Chairperson Garo asked whether there were questions on the SOPs or Bylaws. There were none, and members indicated they were comfortable with the documents.

2. Status of Current, Completed, and Pending Incentive Applications (Agenda Item 6)

   Nick Green shared the application tracking spreadsheet on screen and asked City Clerk Tiffany Leffler to help confirm details for the earlier applications, which predated his involvement in the program. Members in the room said the screen was difficult to read, and staff noted that Attachment A in the packet showed the same information. Chairperson Garo asked that the applications be reviewed one at a time because there has been confusion about the Agency's finances since the program began, and he wanted to be sure all questions were answered.

   a. Christina and Jeramie Tharp, New Residential Construction (7%)

      Nick Green reported a rebate of $4,071.20, which was 7% of the change in assessed value at completion, paid in April 2024. The URA also covered $2,600 in connection fees, since the project predated the City's adoption of system development charges (SDCs). The project is complete. A Board member who served on the Council and

the Board when the application was approved said the information looked accurate. There were no questions.

b. Jared and Teresa Dominick, 610 N. Broadway, Commercial Remodel (12%)

Nick Green reported no change in assessed value and asked for context. City staff said the owners ran into more work than expected, and the project stopped for lack of funding about four years ago. The City has not heard from them since. Nick Green said that if there is no movement on a project within two years, the applicant must reapply to be considered for a rebate. A Board member asked whether the Board would then have discretion to accept a reapplication, and Nick Green confirmed it would.

c. Unique Holdings, LLC (The Palace), 260 N. Broadway, Commercial Remodel (12%)

Nick Green reported that the initial assessed values were $77,950 on tax lot 2800 and $40,410 on tax lot 2900. The new assessed values were $259,206 and $75,670. The 12% rebates were $21,750.72 and $4,231.20, which City records show were paid January 7, 2025. The project is complete, and nothing further is owed. There were no questions.

d. Richard and Colleen Roy (Whittier Hotel), 714 N. Broadway, Commercial Remodel (12%)

Andrew Roy recused himself from discussion of this item.

Nick Green reported no change in assessed value about four years after the application was submitted. Without other context, he said that if no activity had occurred, the project would need to reapply. City staff said that to their knowledge the project is still in progress and the owners have kept the City informed. A Board member noted that Attachment A shows no update since February 2025, which is less than two years, and asked whether that counts as inactivity. Nick Green recommended leaving the application open until more is known and checking the 2026-27 tax roll the Assessor just certified for any change in assessed value. He noted that during renovation of an old building the assessed value may go down because of demolition, then increase after the renovation and tenant improvements are complete. There were no further questions.

e. Glenn and Selene Dobson, 1737 Hines Blvd., New Commercial Construction (5%)

Nick Green reported an initial assessed value of $105,620. A partial reassessment on January 1, 2024 resulted in a rebate of $5,915. A final tax statement showed the completed assessed value at $248,930, and the balance of $1,250.50 was approved May 27, 2025. A Board member clarified that the rate for this project is 5%, not 12%, and Nick Green agreed. The project is complete, and nothing further is owed.

Nick Green summarized that incentives paid to date on projects now closed out total $39,818.62. Of the applications reviewed so far, only the Whittier appears to be potentially active, and he recommended keeping it on the list, monitoring it, and

asking for a progress update at a future meeting. Other than the Whittier, there are no further financial obligations on those applications.

f. Kyle and Christa Kaino (K4 Properties), 340/348 N. Broadway, Commercial Remodel (12%)

Nick Green said this project and the Bon Temps are both commercial remodels with very low starting assessed values that reflected the condition of the buildings, about $167,000 for the K4 building. He said inquiries had been submitted to the County Assessor's Office that day for both projects.

For the K4 building, the Assessor's records show an increase in real market value of about $420,000 as of January 1, 2026, which the Kainos confirmed is roughly what they have invested. However, no exception was applied to create a new assessed value, so the change in assessed value on the tax records is zero. Nick Green explained that the Assessor normally multiplies the new real market value by the changed property ratio, which is about 92% for commercial and about 50% for residential property. He sent a memo to County Assessor Corey Hill asking the office to review whether a correction is needed. If corrected, the rebate would likely be between $35,000 and $40,000. If it stays at zero, no rebate is owed. He recommended the Board plan on $40,000, and said whether it would be due as a partial payment now or a year from now is part of the inquiry.

A Board member asked whether the rebate is calculated on the difference between the new and initial assessed values. Nick Green confirmed that the rebate is based on the exception value, which is that difference. A Board member asked whether the payout would increase once the project is finished. Nick Green said it would. A second assessment next year would capture the 2026 improvements, and a third could follow if work continues into 2027, so the Board could see a three-payment structure on this project.

Nick Green noted the building is mixed use, with three residential units on the top floor. He initially suggested the 7% rate for the residential portion. Kim Rollins asked whether a residential remodel would be 15%, and Nick Green agreed that a residential remodel on the top floor would be 15% and the commercial main floor 12%. A Board member questioned whether the upper floor had been an existing residence, since new living space would not be a remodel of an existing home. Nick Green said he did not know the building's prior use. Chairperson Garo said the Planning Commission had approved a change of use for the building and did not believe it previously had residential units but would check the minutes. Nick Green said the answers would be provided to staff to report back to the Board.

g. Tabil, LLC (Tom and Becky Anderson), Bon Temps Motel, 76 W. Monroe St., Commercial Remodel (12%)

Nick Green reported that the project was complete and the building was essentially abandoned when it began, with a starting assessed value of about $99,000. The Assessor captured a real market value of $752,890, an increase of roughly $600,000, compared to a total investment of about $1.8 million. He said the

assessed value of $312,800 is not consistent with the commercial changed property ratio of about 92%, and the residential ratio may have been applied in error. Depending on how this is resolved, the rebate would be about $30,000 or about $83,000, a swing of about $50,000. He noted that the Board would normally approve payments in October for work finished in 2025, and that an inquiry has been submitted to the Assessor.

A Board member asked whether a partial payment would be issued on the current assessment. Nick Green said he spoke with the applicant that day and they are willing to wait for the County's response. He recommended holding both the K4 and Bon Temps payments until the figures are resolved. A Board member noted that together these two projects are significant, and Nick Green agreed they represent a good share of the current budget.

h. Tylor and Kacey Kness, New Residential Construction (7%)

Nick Green reported a partial reassessment on January 1, 2026, with a change in assessed value of $52,160. A partial rebate at 7% would be $3,651.20 if the Board elects to make a partial payment now, with the balance paid after the home is completed in about 12 months.

A Board member said they would assume the standard is to pay these out as they come in. Another Board member said they would prefer to wait until a project is complete before paying, unless there is a serious need for a partial payment, because multiple payments to the same applicant are confusing for the Board and the public. Chairperson Garo said the Board should come back to this before the end of the meeting, reach consensus, and codify a standard so it is applied the same way for every applicant.

Nick Green noted the application was submitted around the time the City adopted its SDC ordinance. If SDCs apply, the URA would pay $7,103 to the City; if not, nothing would be owed. City staff will verify the effective date and report back.

i. John Coppedge, 1035 E. Adams St., New Residential Construction, Manufactured Home (7%)

Nick Green reported that the application for a double-wide manufactured home was submitted in fall 2025. The County adjusted the real market value as of January 1, 2026, but there was no change in assessed value. The question is whether the home was placed before January 1, 2026. Depending on the answer, there would be a partial payment of about $450 for site improvements now and up to about $5,000 later. A Board member confirmed that the information needed is the placement date. Nick Green said that once that is known, the Assessor can be asked to confirm the treatment, and if placement occurred after January 1, the rebate would be considered in 12 months.

j. Cody and Ann McConnell, 2196 W. B St. (Lot 18, Miller Springs), New Residential Construction (7%)

Nick Green said this application and the next have been submitted but not yet approved by the Board. Lot 18 showed a partial change in assessed value of just under $100,000 as of January 1, 2026 for site improvements, foundation, and framing, resulting in a rebate of about $6,800 at 7%, plus payment of SDCs from the URA to the City. He estimated the total rebate would be about $24,000 once the home is fully on the tax roll. If a partial payment were made this year, about $17,000 would be due in 12 months. A Board member confirmed the residential SDC amount is $7,103.

k. R3 Strategies, 2195 and 2187 W. B St. (Lot 17, Miller Springs), Two Homes

Nick Green, speaking as Managing Director of R3 Strategies, said R3 is not requesting a rebate on its two homes and wants their full value to accrue to the URA to help fund future applications. He noted R3 contributed a little over $3 million to the horizontal improvements. R3's one request is that the URA cover the SDCs, which would be $7,103 for each unit, or $14,206. He said that as a co-developer the SDC ordinance requires the City to credit these, and that the ordinance allows some flexibility in the timing of payments between the URA and the City. A Board member confirmed R3 is not requesting the 7% rebate and thanked him.

Nick Green also noted that the detached cottage cluster homes in the central block can be subject to the income restrictions of the OHCS Moderate Income Revolving Loan (MIRL) Fund, and any future rebates or SDC payments for those homes could be paid from the MIRL if the Board chooses to use that funding source.

Discussion of Total Obligations

A Board member estimated that the agency's potential obligations on current, completed, and pending applications total roughly $161,500 and said this likely exceeds the current bank balance.

Hilda Allison said URA tax increment fell in 2025, and that the expected 2026-27 payments would draw down the Agency's funds, with more going out than coming in. A Board member asked for the current balance. City Manager Brenda Engebretson said that she had City Finance run the 2026-27 budget, which was not in the packet, and the net fund balance is currently $138,823, with property tax turnovers still to come throughout the year. Staff confirmed that if every payment were made today, the Agency would not have enough to cover them. Chairperson Garo noted that waiting for project completion, as discussed earlier, would move payments into the period when next year's tax receipts are available.

Mrs. Allison cautioned that if the URA borrows money, she believes the City of Burns is responsible by statute and urged the Board to be careful not to take on more debt than it can handle.

Tod Gahley said the URA is bound to pay out more than it takes in at first because of the rebates, but as assessed values rise, each property pays back its rebate over time. By his own calculation, a 12% rebate takes about 12 years to break even.

Hilda Allison said Harney County and other taxing districts, such as the High Desert Park and Recreation District, are not on board with the URA and are giving up revenue, and that the Board's decisions affect the whole county, not just the city.

Chairperson Garo thanked her and said the Board values the feedback. He noted there are 99 urban renewal agencies operating in Oregon and the complaints are similar everywhere. He said the Board's responsibility is to show that the Agency can produce better returns with that money, with shorter turnarounds, than it would if split among the taxing districts, and to increase the tax rolls overall.

A Board member asked Tod Gahley whether the agency, which is not starting with a large fund balance, could rebate itself out of its incoming payments if applicants take full advantage of the program and each rebate takes about 12 years to recover. Tod Gahley agreed and suggested it may be time to discuss the MIRL program, noting that in order for the program to last, the Agency would need to borrow money, and the MIRL is available at 0% interest.

Andrew Roy thanked Nick Green for the expanded detail on the payouts. He said he had spoken with a local realtor about property values and payouts, and that projections based on the current numbers would be significantly off given the larger payouts and larger revenues discussed tonight. He noted that Secretary of State records show the URA at $0 since its inception and said it has been difficult to compare County tax figures to the Agency's records or make reliable projections. He said his main concern is fiscal responsibility, that he has raised it for over a year, that the Agency has gone some time without a Chair, and that he had discussed the issue with former Mayor Erbe.

Chairperson Garo stopped the discussion because the time scheduled for the work session had ended and the regular meeting needed to begin. He asked Mr. Roy to hold the rest of his comments for the regular meeting, where public comment and input would continue to be recognized. He noted that Zoom participants would need to rejoin.

ITEMS NOT REACHED

Agenda Items 7 (Review of URA Financials), 8 (Future Work and Decisions Discussion), and 9 (Board Direction on Agenda for Next Regular Meeting), Item 10 (Public Comment), and Item 11 (Board Member Comments) were not reached. The Board did not reach consensus on a standard for partial rebate payments before the work session ended. No formal action was taken other than approval of the agenda.

ADJOURN

Chairperson Garo adjourned the work session at 6:01 p.m. and called the regular meeting of the Burns Urban Renewal Agency to order. Minutes of the regular meeting are recorded separately.

Recording of October 21, 2026, URA Work Session:

https://zoom.us/rec/share/_g7o6Ht0wbGyXuLIJu_Oni7CA-yGQrxCh7qvAkiKJZpP0Y2AK5iNOhlEQq7r7Zy3.x4fDwKt5SmRul6fB?startTime=1792627354000

Passcode: @z9+y*S9

Tiffany Leffler, City Clerk	Bryan Garo, URA Board Chair

BURNS URBAN RENEWAL AGENCY
(URA)

October 21, 2026

The Burns Urban Renewal Agency met on October 21, 2026, at 6:00 p.m., following the work session. Members present were as follows:

Chairperson: Bryan Garo
Members: Tod Gahley
Jen Hoke
Susan Lowe
Shane Brockmann
Chase Patterson
Andrew Roy

Also in attendance was City Manager Brenda Engebretson, Police Chief Robby Tiller, and City Clerk Tiffany Leffler. Nick Green with Catalyst joined via Zoom. Harney County Commissioner Rob Frank and other members of the public were present, including Patty Hodge, Hilda Allison (204 East Hanley in Hines, and Burns business owner), Kim Rollins (831 Riverside Drive) and Gary Estep (391 South Buena Vista), and Clint Whitney (863 West Jefferson).

Chairperson Bryan Garo called the meeting to order at 6:02 p.m. Roll call was taken, and all seven members answered present.

SUMMARY

The Board approved the agenda with the opening public comment period replaced by a discussion of a working group, approved the September 30, 2026 minutes, and created a working group to advise the Board. The Board accepted the FY 2024-25 Annual Financial Report, received briefings on the incentive programs, the proposed boundary amendment, implementation steps and the OHCS MIRL program, and directed staff and consultants to prepare a substantial amendment package using a smaller boundary. The payable invoices were tabled to the next meeting, and the 3 pending applications for McConnell's and Miller Springs were approved.

APPROVAL OF AGENDA

Chairperson Garo proposed removing the public comment period at the beginning of the meeting, explaining that he would recognize members of the public throughout the meeting, and adding a discussion on creating a working group in its place as Item 4.

Jen Hoke made a motion to approve the agenda as amended. Andrew Roy seconded the motion. All Ayes. **(7/0)**

REVIEW AND APPROVE MINUTES

Susan Lowe made a motion to approve the minutes of the September 30, 2026, meeting. Tod Gahley seconded the motion. All Ayes. **(7/0)**

A board member asked for future minutes if the board could state who made and who seconded each motion.

AGENDA ITEMS WITH ACTION TAKEN

1. Creation of a Working Group (Agenda Item 4, as amended) -

   The discussion followed from Susan Lowe's motion at the September 30, 2026, meeting, which called for a working group of City Council, the Mayor, the City Manager and residents. Chairperson Garo suggested a group of about seven people, made up of stakeholders and two Board members, meeting over a period of six to twelve months. Susan Lowe said she would like the full Council involved so that members could rotate. Jen Hoke agreed and said the group should not become too large. A member of the public, Mr. Clint Whitney, asked that the same Board member attend each meeting so there would be consistency. Chairperson Garo noted that the working group's recommendations would be a standing agenda item at each URA meeting.

   Tod Gahley made a motion to create a working group to advise the Board, made up of up to six citizens and one appointed Board member, with other Board members free to attend and participate. The motion was amended to set a term of six months and to allow the group to meet as often as needed. Jen Hoke seconded the motion. All Ayes. **(7/0)**

   The Board then clarified the makeup of the group. Tod Gahley amended the motion to provide three seats for citizens of Burns and three seats for representatives of the affected taxing districts, with the taxing districts invited first. Chairperson Garo mentioned the Parks district, Harney County and the hospital as examples. Jen Hoke and Susan Lowe preferred an application process with advertising rather than filling the seats that evening. Members agreed that the Board would make recommendations and the Chair would make the appointments in a collaborative way. A member of the public raised concerns about the fairness of the selection process.

   Jen Hoke seconded the amended motion. All Ayes. **(7/0)**

2. FY 2024-25 Annual Financial Report (Agenda Item 5)

   The report showed revenue of $98,511.02, expenditures of $44,693.42 and ending net working capital of $103,531.27. Nick Green explained that the report was due January 31, must be published for two consecutive weeks and sent to the taxing districts, and reflects the City's general ledger. He recommended publishing it so that next year's report would show any change.

   Tod Gahley made a motion to accept the FY 2024-25 Annual Financial Report. Jen Hoke seconded the motion. Tod Gahley also raised a point of order that discussion should follow a motion and second.

   Andrew Roy asked whether the reports for prior years, FY 2022-23 and FY 2023-24, could be corrected with the Secretary of State. Nick Green explained that the URA is legally separate from the City and neither can obligate the other. The URA may file a report in lieu of audit when expenditures are $250,000 or less, requires agreed-upon procedures between $250,000 and $1 million, and requires an audit at $1 million or

more. He said prior reports can be corrected, and the URA can contract with a separate firm to complete its filings more quickly.

Hilda Allison asked whether the city is responsible for URA debt. Nick Green said it is not, unless there is a documented agreement. She asked about a memorandum of agreement, and he explained that under the MIRL program the City would be the applicant with Council approval and would pass funds through to the URA, which would repay the City, which would in turn repay OHCS. He said that if the City Council approved such an agreement, the City would be responsible.

Chairperson Garo, Tod Ghaley, Jen Hoke, and Chase Patterson voted in favor of the motion. Susan Lowe, Shane Brockmann, and Andrew Roy were opposed. Motion carried. **(4/3)**

3. Program Recap Briefing (Agenda Item 6, Memo 1)

   Nick Green reviewed the four incentive programs, which were defined in 2021 and adopted in 2022. He said the URA is where a five-year-old urban renewal area should be, that most of the net new investment in the city has occurred inside the boundary, that the Agency has never incurred debt, and that it is financially sound but needs careful management of cash flow.

   Chairperson Garo asked about the decline in tax increment, he confirmed it came from one property, the Boys and Girls Club, which gained nonprofit status. Six homes in Miller Springs, three finished and three about half complete, will add value. A Board member clarified that tax increment accrues to the URA whether or not rebate applications are approved.

4. Boundary Amendment and TIF Recapture Discussion (Agenda Item 7, Memo 2)

   Patty Hodge said she opposed utility rate increases, citing about $39.92 per month, and said the city was living outside its means. She proposed a $10 per month increase across about 1,500 accounts, questioned a Board member's motives, and suggested the city seek training from the City of Hines. Chairperson Garo responded that no one wants a rate increase.

   Nick Green reviewed the history of the West B Street project. Representative Owens championed a $2.25 million grant to Harney County through Business Oregon. The project was bid jointly, the low bid came in about $550,000 over the grant, and an intergovernmental agreement between the city and county assigned the overage to the city. Warrington Construction's final pay request is coming, and the city has applied for a 20-year Special Public Works Fund loan from Business Oregon, which is in underwriting and expected to be ready for approval in November. He said the repayment options are a rate increase of about $20,000 per year, effective January 1, or a URA boundary expansion. The third option, making no decision, would mean 12% interest under the Warrington contract, or about $3,000 per month. He also noted that the agency could under-levy.

Susan Lowe said other options had not been explored, including collecting transient lodging tax from motels and bed and breakfasts, cutting costs and interfund borrowing, and objected to the Board being presented with only two options.

Kim Rollins said he did not object to adding areas to the boundary gradually but opposed tying the URA to city debt. He suggested selling Memorial Field and the airport, collecting lodging taxes and reducing staff. He also thought they should raise the requirement for a City Manager bond and insurance and said former City Manager Judy Erwin did not have council approval to sign the agreement.

Hilda Allison suggested using unanticipated revenue, such as water sold for firefighting, for an interest-free loan between departments. Staff noted that Public Works funds have little excess.

A Board member read from the January 8, 2025, City Council minutes, which recorded a shortage of $593,854. Councilor Keady had suggested adding the industrial zone lots to the URA, and Councilor Smith moved to approve the intergovernmental agreement giving the City Manager authority to sign. Tod Gahley explained that if the URA cannot pay, the city pays anyway, and acknowledged shared responsibility for the delay. Gary Estep (391 South Buena Vista) asked why the matter had been left for a year.

Harney County Commissioner Rob Frank asked three questions: what blight conditions exist on the 45 acres, whether they were documented in the existing conditions analysis, and whether the amendment addresses blight or redirects tax growth. He said the three options appeared accurate and acknowledged the budget constraints. Patty Hodge spoke again and proposed a five-year loan repaid with a $10 per month increase. Andrew Roy noted that the backlog of audits may limit the city's ability to obtain conventional financing. Members discussed timing, and it was noted that this meeting was the last noticed opportunity to act before the loan is ready.

In response to the blight questions, Nick Green said the area meets the statutory conditions, citing faulty planning in the form of paper lots, inadequate lot layout, depreciated values and inadequate tax receipts of about $600 per year split among eight taxing districts, and population loss.

Andrew Roy proposed using the minimum boundary needed to limit rebate exposure, together with transient lodging tax funds and modest rate increases and referred to Jay Harley's comment about exposure. Hilda Allison raised concerns about the agency's liability for rebate payouts. Nick Green said a narrower boundary limited to the lots fronting B Street would bring in 38 of 77 residential lots and 10 of 30 industrial lots. It would still be a substantial amendment but would not give up much increment. He also clarified that his lawsuit in John Day concerned that city's refusal to process an application. Tod Gahley noted that the increase in value from platting the excluded lots would go to the County and other taxing districts. Kim Rollins asked about funding for R3, and Chairperson Garo ruled the question off topic.

Chairperson Garo said that by his math a $3 per month increase would be enough and suggested a combined approach in which the URA services the loan now and the city may switch funding sources or remove areas later. Andrew Roy spoke about the effects on the

library, the Harney Hub, and other County services. The consensus of the Board favored the minimum boundary.

Tod Gahley made a motion to extend the meeting by one hour. Jen Hoke seconded the motion. Motion carried. Chairperson Garo, Jen Hoke, Tod Gahley, Chase Patterson, and Andrew Roy voted in favor of the motion. Susan Lowe voted against. **(6/1)**

Board Member Susan Lowe left the meeting.

5. Implementation Mechanics (Agenda Item 8, Memo 3)

   Nick Green described the steps under ORS 457: the Agency confers and consults with the taxing districts, returns to the Board, and then holds public hearings before the Planning Commission, the URA Board, and the City Council. The first Special Public Works Fund payment would be due in about December of next year. He said the Board can direct staff to begin this work without Council action.

6. OHCS Housing Infrastructure Program (MIRL) (Agenda Item 9, Memo 4)

   Nick Green described the program created under HB 4037 (2026), a state fund of about $70 million with a $10 million rural pool, for housing affordable at or below 120% of area median income. In Burns this means households earning about $100,000 or less, homes priced around $300,000 to $350,000, and rents of $2,000 or less. Homes would carry a ten-year deed restriction. The funds carry no interest or fees, the city may charge an administrative fee, and the funds are project specific and limited to residential development. They could cover rebates and SDCs for deed-restricted homes, such as the 25 permitted homes in Miller Springs or the Telos project. There is no deadline for a decision, and the program cannot be used for the $550,000 B Street shortfall. Kim Rollins asked whether this was another loan, and Nick Green described it as a line of credit.

7. Board Direction (Agenda Item 10)

   Andrew Roy said he favored the smaller boundary and was cautious about relying on MIRL. Nick Green recommended that the under-levy option be kept available.

   Tod Gahley made a motion to direct staff and consultants to prepare the formal substantial amendment package, including an updated Plan, Report and fiscal impact statement, as discussed with the smaller boundaries; to initiate the Planning Commission referral and consultation with Harney County; to draft the intergovernmental agreement framework with the City; to coordinate sequencing with the Attachment N pro forma so that the boundary effective date precedes reassessment after platting; and to return with the package for a recommendation on adoption. Jen Hoke seconded the motion. Members noted that other revenue sources remain available even though they are not part of the motion. All Ayes. **(6/0)**

8. Payable Invoices (Agenda Item 11)

   Nick Green asked that the invoices from Tharp, Stitch and Print, and McConnell be deferred so that he and Tiffany Leffler could review them and the Assessor's responses. He noted the Tharp SDC may not apply because of timing, and a Miller Springs item was also questioned.

Andrew Roy made a motion to table the payable invoices for the next meeting. Shane Brockmann seconded the motion. All Ayes. **(6/0)**

9. Application Review (Agenda Item 12)

   Nick Green noted that approval of an application does not set the timing of payment. As disclosed at the work session, he is Managing Director of R3 Strategies, the applicant for Lot 17.

   Tod Gahley made a motion to approve the pending applications for the two lots in Miller Springs, McConnell Lot 18 and R3 Strategies Lot 17 (SDCs only for two homes). Jen Hoke seconded the motion. All Ayes. **(6/0)**

STAFF AND CONSULTANT UPDATES

Nick Green and City staff had nothing further to report.

BOARD MEMBER COMMENTS

Board members thanked the public for attending. Tod Gahley apologized for appearing angry or overly passionate at a prior meeting and said the URA is a great asset to the community. Chairperson Garo said he looked forward to the next meeting, which was undecided at that time, and encouraged members of the public to apply for the working group.

ADJOURN

Chairperson Garo adjourned the meeting at 8:40 p.m.

Recording of October 21, 2026, URA meeting:

https://zoom.us/rec/share/BT3xGLJGcqqWGmmwNqyWvmt5sM39Or3T_QUmsX0U8K2hcxsbZoiRZn-Hb6txNonR.8eXTKQj6A4nLaHQT?startTime=1792630960000

Passcode: Ad8e*5SM

Tiffany Leffler, City Clerk

Bryan Garo, URA Board Chair

Oregon Secretary of State – Audits Division

Amended Report in Lieu of Audit

Burns Urban Renewal Agency | Fiscal Year July 1, 2022 – June 30, 2023

Filed under ORS 297.435(2). Entries below follow the Secretary of State's Report in Lieu of Audit fields so they can be keyed directly into the online filing form.

DRAFT FOR REVIEW – AMENDED REPORT. Replaces the FY2023 Report in Lieu of Audit on file (SOS stamp 3564-2023), which reported a 12/31/2021 – 12/31/2022 period and $0 for all amounts. Confirm with the Audits Division how it wants the amendment submitted.

Municipality Information

Field	Entry
Name of municipality (official legal name)	Burns Urban Renewal Agency
Municipal customer number	000297MUNI
Fiscal year reported – first day	07/01/2022
Fiscal year reported – last day	06/30/2023
Mailing address	242 S. Broadway, Burns, OR 97720 (Harney County)
Phone	(541) 573-5255
Registered agent (ORS 198.340)	N/A
Officers	Bryan Garo, Board Chair; Brenda Engebretson, City Manager (staff to the Agency) – 242 S. Broadway, Burns, OR 97720
Final report – municipality dissolved	No
New or change of address / new registered agent	No

Fidelity or Faithful Performance Bond (ORS 297.435(2)(c))

Field	Entry
Name of company	[CONFIRM – carrier of the City/Agency crime or fidelity coverage in force FY2022-23]
Name of person(s) covered	[CONFIRM – principal responsible official(s) handling Agency funds]
Amount of coverage	[CONFIRM] – must be at least $34,777.75 (total FY2022-23 receipts, Part A)

Account Balances at June 30, 2023

Balance	Amount
Cash (banks, credit unions, LGIP, etc.)	$18,243.25
Other assets (land, buildings, equipment, vehicles)	$0.00
Accounts payable	$0.00
Long-term debt (bonds, loans, leases)	$0.00

This was the Agency's first fiscal year, so beginning net working capital was $0.00. Cash equals receipts $34,777.75 - expenditures $16,534.50, which agrees with the FY2023-24 beginning balance. The Agency had no bonds or other long-term debt.

Budgeted and Actual Transactions – Urban Renewal Agency Fund (City Fund 301)

Part A: Revenues/Receipts

Line	Budget (adopted FY2022-23)	Actual FY2022-23
Property taxes (tax increment)	$40,153.00	$34,027.75
Charges for services	$0.00	$0.00
Assessments	$0.00	$0.00
Grants (state and federal)	$0.00	$0.00
Long-term debt proceeds	$0.00	$0.00
Other revenues (incentive application fees; interest $0.00)	$1,000.00	$750.00
Part A total	**$41,153.00**	**$34,777.75**

The adopted budget carried no beginning net working capital because FY2022-23 was the Agency's first year of tax increment collections.

Part B: Expenditures/Disbursements

Line	Budget (adopted FY2022-23)	Actual FY2022-23
Personal services	$0.00	$0.00
Materials and services	$27,300.00	$16,534.50
Capital outlay	$0.00	$0.00
Debt service	$0.00	$0.00
Contingencies	$13,853.00	$0.00
Other expenditures	$0.00	$0.00
Part B total	**$41,153.00**	**$16,534.50**

Part C: Transfers Between Funds

Line	Budget	Actual
Transfer-in	$0.00	$0.00
Transfer-out	$0.00	$0.00

The Agency maintains a single fund and made no transfers in FY2022-23. City administrative support was charged to the Administration line within materials and services.

Report Summary

Item	Amount
Total expenditures/disbursements (Part B total)	$16,534.50
Filing fee (RLA 8/2018 schedule; expenditures $0 – $50,000)	$20.00 [CONFIRM whether an amended report carries a fee]

Preparer's Statement

I prepared this report from the accounting records of the Burns Urban Renewal Agency maintained by the City of Burns (Fund 301, Department 100) and the Agency's adopted FY2022-23 budget and Board-approved FY2023 annual financial report. To the best of my knowledge, the amounts reported agree with those records.

Preparer	
Signature	
Printed name	Brenda Engebretson
Title	City Manager, City of Burns
Date	

Certification of Elected Official

By checking this box, I hereby certify that the information contained in this report is true and correct to the best of my knowledge and belief.

Sign (or type, if submitted electronically) the name of the publicly elected official responsible for the information described in this report.

Certifying official	
Signature	
Printed name	
Title	
Phone	(541) 573-5255
Date	

Amendment Summary – Original Filing vs. Amended Report

Original: Report in Lieu of Audit signed by Mayor Jerry Woodfin, SOS stamp 3564-2023. Amended: this report.

Field	As originally filed	As amended
Fiscal year	12/31/2021 – 12/31/2022	07/01/2022 – 06/30/2023
Officers	N/A	Current officers listed
Fidelity bond company	Brown & Brown, Portland (broker)	[CONFIRM bonding carrier]
Bond coverage	$0	[CONFIRM] ≥ $34,777.75
Cash at year end	$0	$18,243.25
Part A total (receipts)	$0	$34,777.75
Part B total (expenditures)	$0	$16,534.50
Budget columns	Blank	Adopted FY2022-23 budget
Filing fee	0	$20.00 [CONFIRM]
Certification date	09/29/2022	[New date at signing]

Attachment A – Reconciliation to FY2022-23 Records

Sources: Burns URA FY2023 Annual Financial Report (ORS 457.460), Board approved December 13, 2023; City of Burns BUDGET FY23-24 V2 workbook, URA tab (Fund 301, Adopted and Actual 2022-23, May 22, 2023); FY2023-24 beginning net working capital.

Account	GL No.	Adopted 2022-23	Actual 2022-23	Report line
Net working capital	3-01-0101	$0.00	$0.00	Excluded (first year)
Property taxes	4-10-1104	$40,153.00	$34,027.75	A – Property taxes
Application fees	4-40-0107	$1,000.00	$750.00	A – Other revenues
Office supplies	5-20-1021	$200.00	$0.00	B – Materials and services
General insurance	5-20-1080	$500.00	$0.00	B – Materials and services
Audit fees	5-20-1102	$1,600.00	$0.00	B – Materials and services
Legal fees	5-20-2701	$1,000.00	$769.50	B – Materials and services
Advertising	5-20-2730	$500.00	$0.00	B – Materials and services
Administration	5-20-2731	$6,000.00	$5,175.00	B – Materials and services
Other professional services	5-20-2733	$2,500.00	$10,590.00	B – Materials and services
SDC fees for owners	5-20-2734	$15,000.00	$0.00	B – Materials and services
Operating contingency	5-70-1101	$13,853.00	$0.00	B – Contingencies

Fund balance roll-forward

Item	Amount
Beginning net working capital, July 1, 2022	$0.00
Plus: receipts (Part A)	$34,777.75
Less: expenditures (Part B)	($16,534.50)
Ending net working capital, June 30, 2023	**$18,243.25**

Notes

- Total FY2022-23 expenditures of $16,534.50 are below the $150,000 threshold in effect for FY2022-23 under ORS 297.435(2)(a).
- Property taxes of $34,027.75 are derived so that the year rolls forward to the $18,243.25 FY2023-24 beginning balance ($18,243.25 + $16,534.50 − $750.00). The FY2023 annual financial report rounds taxes received to $34,028, and the May 22, 2023 budget workbook showed $34,008.22 to date. Confirm the year-end amount in the general ledger before filing.
- The FY2023 annual financial report describes the $750.00 as intergovernmental revenues; the ledger records it as application fees (4-40-0107), and it is reported as other revenues.
- Line-item expenditures are from the May 22, 2023 workbook and total $16,534.50, which equals the annual financial report's year total. Other professional services exceeded its $2,500.00 line by $8,090.00, but materials and services spending of $16,534.50 is within the $27,300.00 category appropriation.
- No incentive payments were made in FY2022-23; seven program participants began projects and were paid in later years.
- Taxes received compare with $34,028.00 imposed for tax year 2022-23 per the Harney County Assessor.

Oregon Secretary of State – Audits Division

Report in Lieu of Audit

Burns Urban Renewal Agency | Fiscal Year July 1, 2023 – June 30, 2024

Filed under ORS 297.435(2). Entries below follow the Secretary of State's Report in Lieu of Audit fields so they can be keyed directly into the online filing form.

DRAFT FOR REVIEW – Late filing – this report was due September 30, 2024. Confirm with the Audits Division that a late Report in Lieu of Audit will be accepted for this year before filing. Budget column is from the proposed FY2023-24 budget workbook and must be checked against the adopted budget resolution.

Municipality Information

Field	Entry
Name of municipality (official legal name)	Burns Urban Renewal Agency
Municipal customer number	000297MUNI
Fiscal year reported – first day	07/01/2023
Fiscal year reported – last day	06/30/2024
Mailing address	242 S. Broadway, Burns, OR 97720 (Harney County)
Phone	(541) 573-5255
Registered agent (ORS 198.340)	N/A
Officers	Bryan Garo, Board Chair; Brenda Engebretson, City Manager (staff to the Agency) – 242 S. Broadway, Burns, OR 97720
Final report – municipality dissolved	No
New or change of address / new registered agent	No

Fidelity or Faithful Performance Bond (ORS 297.435(2)(c))

Field	Entry
Name of company	[CONFIRM – carrier of the City/Agency crime or fidelity coverage in force FY2023-24]
Name of person(s) covered	[CONFIRM – principal responsible official(s) handling Agency funds]
Amount of coverage	[CONFIRM] – must be at least $51,261.12 (total FY2023-24 receipts, Part A)

Account Balances at June 30, 2024

Balance	Amount
Cash (banks, credit unions, LGIP, etc.)	$49,713.67
Other assets (land, buildings, equipment, vehicles)	$0.00
Accounts payable	$0.00
Long-term debt (bonds, loans, leases)	$0.00

Cash equals ending net working capital (beginning $18,243.25 + receipts $51,261.12 – expenditures $19,790.70), which agrees with the FY2024-25 beginning balance in the Fund 301 ledger. The Agency had no bonds or other long-term debt.

Budgeted and Actual Transactions – Urban Renewal Agency Fund (City Fund 301)

Part A: Revenues/Receipts

Line	Budget (FY2023-24)	Actual FY2023-24
Property taxes (tax increment)	$35,025.00	$50,761.12
Charges for services	$0.00	$0.00
Assessments	$0.00	$0.00
Grants (state and federal)	$0.00	$0.00
Long-term debt proceeds	$0.00	$0.00
Other revenues (incentive application fees; interest $0.00)	$1,000.00	$500.00
Part A total	**$36,025.00**	**$51,261.12**

Beginning net working capital (budgeted $10,000.00; actual $18,243.25) is a carried-forward resource, not a current-year receipt, and is excluded from Part A.

Part B: Expenditures/Disbursements

Line	Budget (FY2023-24)	Actual FY2023-24
Personal services	$0.00	$0.00
Materials and services	$20,500.00	$19,790.70
Capital outlay	$0.00	$0.00
Debt service	$0.00	$0.00
Contingencies	$12,406.00	$0.00
Other expenditures (transfer to City General Fund – administration)	$13,119.00	$0.00
Part B total	**$46,025.00**	**$19,790.70**

Part C: Transfers Between Funds

Line	Budget	Actual
Transfer-in	$0.00	$0.00
Transfer-out	$0.00	$0.00

The Agency maintains a single fund. The budgeted $13,119.00 administrative transfer to the City of Burns, a separate legal entity, is shown in Part B. The FY2023-24 annual financial report shows no transfer paid; confirm against the ledger.

Report Summary

Item	Amount
Total expenditures/disbursements (Part B total)	$19,790.70
Filing fee (ORS 297.485; expenditures not over $50,000)	$40.00

Preparer's Statement

I prepared this report from the accounting records of the Burns Urban Renewal Agency maintained by the City of Burns (Fund 301, Department 100) and the Agency's FY2023-24 budget and Board-approved FY2023-24 annual financial report. To the best of my knowledge, the amounts reported agree with those records.

Preparer	
Signature	
Printed name	Brenda Engebretson
Title	City Manager, City of Burns
Date	

Certification of Elected Official

By checking this box, I hereby certify that the information contained in this report is true and correct to the best of my knowledge and belief.

Sign (or type, if submitted electronically) the name of the publicly elected official responsible for the information described in this report.

Certifying official	
Signature	
Printed name	
Title	
Phone	(541) 573-5255
Date	

Attachment A – Reconciliation to FY2023-24 Records

Sources: Burns URA FY2024 Annual Financial Report (ORS 457.460), published December 18 and 24, 2024; City of Burns BUDGET FY23-24 V2 workbook, URA tab (Fund 301, proposed 2023-2024, May 22, 2023); Fund 301 ledger, FY2024-25 beginning net working capital.

Item	GL No.	Budget 2023-24	Actual 2023-24	Report line
Net working capital	3-01-0101	$10,000.00	$18,243.25	Excluded (carryforward)
Property taxes	4-10-1104	$35,025.00	$50,761.12	A – Property taxes
Application fees	4-40-0107	$1,000.00	$500.00	A – Other revenues
Rebate payments	5-20-2735	$10,500.00	$9,986.20	B – Materials and services
SDC payments for owners	5-20-2734	$0.00	$2,600.00	B – Materials and services
Audit, legal, advertising, other professional services	5-20-xxxx	$10,000.00	$7,204.50	B – Materials and services
Transfer to General Fund – admin	5-60-1102	$13,119.00	$0.00	B – Other expenditures
Operating contingency	5-70-1101	$12,406.00	$0.00	B – Contingencies

Fund balance roll-forward

Item	Amount
Beginning net working capital, July 1, 2023	$18,243.25
Plus: receipts (Part A)	$51,261.12
Less: expenditures (Part B)	($19,790.70)
Ending net working capital, June 30, 2024	**$49,713.67**

Notes

- Total FY2023-24 expenditures of $19,790.70 are below the $250,000 threshold in ORS 297.435(2)(a).
- Beginning net working capital of $18,243.25 is derived: the FY2023-24 report rounds it to $18,243, and $18,243.25 is the amount that rolls forward to the $49,713.67 FY2024-25 beginning balance in the ledger.
- The annual financial report states $7,204.50 in other materials and services without a line-item split; the GL detail by account should be pulled before filing. Its budget figure combines audit ($2,000), legal ($2,000), advertising ($1,000) and other professional services ($5,000).
- Seven property owners received $12,586.20 in incentives ($9,986.20 rebates plus $2,600.00 SDCs). Materials and services of $19,790.70 is within the $20,500.00 category budget, although SDC payments had no line-item budget.
- Property taxes received ($50,761.12) compare with $59,189.00 imposed for tax year 2023-24 per the Harney County Assessor.

Oregon Secretary of State – Audits Division

Report in Lieu of Audit

Burns Urban Renewal Agency | Fiscal Year July 1, 2024 – June 30, 2025

Filed under ORS 297.435(2). Entries below follow the Secretary of State's Report in Lieu of Audit fields so they can be keyed directly into the online filing form.

DRAFT FOR REVIEW – Late filing – this report was due September 30, 2025. Confirm with the Audits Division that a late Report in Lieu of Audit will be accepted for this year before filing.

Municipality Information

Field	Entry
Name of municipality (official legal name)	Burns Urban Renewal Agency
Municipal customer number	000297MUNI
Fiscal year reported – first day	07/01/2024
Fiscal year reported – last day	06/30/2025
Mailing address	242 S. Broadway, Burns, OR 97720 (Harney County)
Phone	(541) 573-5255
Registered agent (ORS 198.340)	N/A
Officers	Bryan Garo, Board Chair; Brenda Engebretson, City Manager (staff to the Agency) – 242 S. Broadway, Burns, OR 97720
Final report – municipality dissolved	No
New or change of address / new registered agent	No

Fidelity or Faithful Performance Bond (ORS 297.435(2)(c))

Field	Entry
Name of company	[CONFIRM – carrier of the City/Agency crime or fidelity coverage in force FY2024-25]
Name of person(s) covered	[CONFIRM – principal responsible official(s) handling Agency funds]
Amount of coverage	[CONFIRM] – must be at least $98,511.02 (total FY2024-25 receipts, Part A)

Account Balances at June 30, 2025

Balance	Amount
Cash (banks, credit unions, LGIP, etc.)	$103,531.27
Other assets (land, buildings, equipment, vehicles)	$0.00
Accounts payable	$0.00
Long-term debt (bonds, loans, leases)	$0.00

Cash equals ending net working capital per the Fund 301 ledger (beginning $49,713.67 + receipts $98,511.02 – expenditures $44,693.42), which also agrees with the FY2025-26 beginning balance. The Agency had no bonds or other long-term debt.

Budgeted and Actual Transactions – Urban Renewal Agency Fund (City Fund 301)

Part A: Revenues/Receipts

Line	Budget (adopted FY2024-25)	Actual FY2024-25
Property taxes (tax increment)	$100,000.00	$98,261.02
Charges for services	$0.00	$0.00
Assessments	$0.00	$0.00
Grants (state and federal)	$0.00	$0.00
Long-term debt proceeds (Loan/Grant Proceeds line)	$700,000.00	$0.00
Other revenues (incentive application fees)	$19,000.00	$250.00
Part A total	**$819,000.00**	**$98,511.02**

Beginning net working capital (budgeted $46,000.00; actual $49,713.67) is a carried-forward resource, not a current-year receipt, and is excluded from Part A.

Part B: Expenditures/Disbursements

Line	Budget (adopted FY2024-25)	Actual FY2024-25
Personal services	$0.00	$0.00
Materials and services	$851,648.00	$31,341.42
Capital outlay	$0.00	$0.00
Debt service	$0.00	$0.00
Contingencies	$0.00	$0.00
Other expenditures (transfer to City General Fund – administration)	$13,352.00	$13,352.00
Part B total	**$865,000.00**	**$44,693.42**

Part C: Transfers Between Funds

Line	Budget	Actual
Transfer-in	$0.00	$0.00
Transfer-out	$0.00	$0.00

The Agency maintains a single fund. The $13,352.00 administrative transfer is paid to the City of Burns, a separate legal entity, so it is reported as an expenditure in Part B rather than an interfund transfer.

Report Summary

Item	Amount
Total expenditures/disbursements (Part B total)	$44,693.42
Filing fee (ORS 297.485; expenditures not over $50,000)	$40.00

Preparer's Statement

I prepared this report from the accounting records of the Burns Urban Renewal Agency maintained by the City of Burns (Fund 301, Department 100) and the Agency's adopted FY2024-25 budget. To the best of my knowledge, the amounts reported agree with those records.

Preparer	
Signature	
Printed name	Brenda Engebretson
Title	City Manager, City of Burns
Date	

Certification of Elected Official

By checking this box, I hereby certify that the information contained in this report is true and correct to the best of my knowledge and belief.

Sign (or type, if submitted electronically) the name of the publicly elected official responsible for the information described in this report.

Certifying official	
Signature	
Printed name	
Title	
Phone	(541) 573-5255
Date	

Attachment A – Ledger Reconciliation (Fund 301, Dept 100)

Source: City of Burns, Urban Renewal Agency Fund 301 Dept 100 report, Adopted vs. Actual 2024-25 and 2025-26, Proposed 2026-27.

Account	GL No.	Adopted 2024-25	Actual 2024-25	Report line
Net working capital	3-01-0101	$46,000.00	$49,713.67	Excluded (carryforward)
Property taxes	4-10-1104	$100,000.00	$98,261.02	A – Property taxes
Application fees	4-40-0107	$19,000.00	$250.00	A – Other revenues
Loan/grant proceeds	4-70-1101	$700,000.00	$0.00	A – Long-term debt proceeds
Computer / IT services	5-20-1100	$950.00	$0.00	B – Materials and services
Audit fees	5-20-1102	$7,088.00	$3,000.00	B – Materials and services
Legal fees	5-20-2701	$2,500.00	$0.00	B – Materials and services
Advertising	5-20-2730	$1,500.00	$672.00	B – Materials and services
Other professional services	5-20-2733	$5,000.00	$1,687.50	B – Materials and services
SDC payments	5-20-2734	$700,000.00	$0.00	B – Materials and services
Rebate payments	5-20-2735	$134,610.00	$25,981.92	B – Materials and services
Transfer to General Fund – admin	5-60-1102	$13,352.00	$13,352.00	B – Other expenditures
Operating contingency	5-70-1101	$0.00	$0.00	B – Contingencies

Fund balance roll-forward

Item	Amount
Beginning net working capital, July 1, 2024	$49,713.67
Plus: receipts (Part A)	$98,511.02
Less: expenditures (Part B)	($44,693.42)
Ending net working capital, June 30, 2025	**$103,531.27**

Notes

- Total FY2024-25 expenditures of $44,693.42 are below the $250,000 threshold in ORS 297.435(2)(a), and below the prior $150,000 threshold.
- Advertising of $672.00 is the Burns Times-Herald publication of the FY2023-24 annual financial report under ORS 457.460 (December 18 and 24, 2024).
- Rebate payments of $25,981.92 match the incentive payments forecast for FY2024-25 in the FY2023-24 annual financial report.
- The $1,250.00 Dobson final payout approved May 27, 2025 was disbursed in FY2025-26 and is reported in that year. Accounts payable is reported on the City's cash basis; confirm no other invoices were outstanding at June 30, 2025.
- Property taxes received ($98,261.02) compare with $110,957.17 imposed for tax year 2024-25 per the Harney County Assessor.

Oregon Secretary of State – Audits Division

Report in Lieu of Audit

Burns Urban Renewal Agency | Fiscal Year July 1, 2025 – June 30, 2026

Filed under ORS 297.435(2). Entries below follow the Secretary of State's Report in Lieu of Audit fields so they can be keyed directly into the online filing form.

DRAFT FOR REVIEW – Fiscal-year actuals are taken from the City of Burns Fund 301 general ledger report and must be confirmed against the closed June 30, 2026 ledger before signature.

Municipality Information

Field	Entry
Name of municipality (official legal name)	Burns Urban Renewal Agency
Municipal customer number	000297MUNI
Fiscal year reported – first day	07/01/2025
Fiscal year reported – last day	06/30/2026
Mailing address	242 S. Broadway, Burns, OR 97720 (Harney County)
Phone	(541) 573-5255
Registered agent (ORS 198.340)	N/A
Officers	Bryan Garo, Board Chair; Brenda Engebretson, City Manager (staff to the Agency) – 242 S. Broadway, Burns, OR 97720
Final report – municipality dissolved	No
New or change of address / new registered agent	No

Fidelity or Faithful Performance Bond (ORS 297.435(2)(c))

Field	Entry
Name of company	[CONFIRM – carrier of the City/Agency crime or fidelity coverage]
Name of person(s) covered	[CONFIRM – principal responsible official(s) handling Agency funds]
Amount of coverage	[CONFIRM] – must be at least $75,705.72 (total FY2025-26 receipts, Part A)

Account Balances at June 30, 2026

Balance	Amount
Cash (banks, credit unions, LGIP, etc.)	$151,050.08
Other assets (land, buildings, equipment, vehicles)	$0.00
Accounts payable	$0.00
Long-term debt (bonds, loans, leases)	$0.00

Cash equals ending net working capital per the Fund 301 ledger (beginning $103,531.27 + receipts $75,705.72 – expenditures $28,186.91). The Agency has issued no bonds or other long-term debt; the SPWF loan is a City obligation.

Budgeted and Actual Transactions – Urban Renewal Agency Fund (City Fund 301)

Part A: Revenues/Receipts

Line	Budget (adopted FY2025-26)	Actual FY2025-26
Property taxes (tax increment)	$100,000.00	$75,205.72
Charges for services	$0.00	$0.00
Assessments	$0.00	$0.00
Grants (state and federal)	$0.00	$0.00
Long-term debt proceeds (Loan/Grant Proceeds line)	$700,000.00	$0.00
Other revenues (incentive application fees)	$1,000.00	$500.00
Part A total	**$801,000.00**	**$75,705.72**

Beginning net working capital (budgeted $100,000.00; actual $103,531.27) is a carried-forward resource, not a current-year receipt, and is excluded from Part A.

Part B: Expenditures/Disbursements

Line	Budget (adopted FY2025-26)	Actual FY2025-26
Personal services	$0.00	$0.00
Materials and services	$885,378.00	$12,564.91
Capital outlay	$0.00	$0.00
Debt service	$0.00	$0.00
Contingencies	$0.00	$0.00
Other expenditures (transfer to City General Fund – administration)	$15,622.00	$15,622.00
Part B total	**$901,000.00**	**$28,186.91**

Part C: Transfers Between Funds

Line	Budget	Actual
Transfer-in	$0.00	$0.00
Transfer-out	$0.00	$0.00

The Agency maintains a single fund. The $15,622.00 administrative transfer is paid to the City of Burns, a separate legal entity, so it is reported as an expenditure in Part B rather than an interfund transfer.

Report Summary

Item	Amount
Total expenditures/disbursements (Part B total)	$28,186.91
Filing fee (ORS 297.485; expenditures not over $50,000)	$40.00

Preparer's Statement

I prepared this report from the accounting records of the Burns Urban Renewal Agency maintained by the City of Burns (Fund 301, Department 100) and the Agency's adopted FY2025-26 budget. To the best of my knowledge, the amounts reported agree with those records.

Preparer	
Signature	
Printed name	Brenda Engebretson
Title	City Manager, City of Burns
Date	

Certification of Elected Official

By checking this box, I hereby certify that the information contained in this report is true and correct to the best of my knowledge and belief.

Sign (or type, if submitted electronically) the name of the publicly elected official responsible for the information described in this report.

Certifying official	
Signature	
Printed name	
Title	
Phone	(541) 573-5255
Date	

Attachment A – Ledger Reconciliation (Fund 301, Dept 100)

Source: City of Burns, Urban Renewal Agency Fund 301 Dept 100 report, Adopted vs. Actual 2024-25 and 2025-26, Proposed 2026-27.

Account	GL No.	Adopted 2025-26	Actual 2025-26	Report line
Net working capital	3-01-0101	$100,000.00	$103,531.27	Excluded (carryforward)
Property taxes	4-10-1104	$100,000.00	$75,205.72	A – Property taxes
Application fees	4-40-0107	$1,000.00	$500.00	A – Other revenues
Loan/grant proceeds	4-70-1101	$700,000.00	$0.00	A – Long-term debt proceeds
Computer / IT services	5-20-1100	$1,175.00	$0.00	B – Materials and services
Audit fees	5-20-1102	$10,000.00	$5,350.00	B – Materials and services
Legal fees	5-20-2701	$2,500.00	$360.00	B – Materials and services
Advertising	5-20-2730	$1,000.00	$0.00	B – Materials and services
Other professional services	5-20-2733	$5,000.00	$5,604.91	B – Materials and services
SDC payments	5-20-2734	$700,000.00	$0.00	B – Materials and services
Rebate payments	5-20-2735	$165,703.00	$1,250.00	B – Materials and services
Transfer to General Fund – admin	5-60-1102	$15,622.00	$15,622.00	B – Other expenditures
Operating contingency	5-70-1101	$0.00	$0.00	B – Contingencies

Fund balance roll-forward

Item	Amount
Beginning net working capital, July 1, 2025	$103,531.27
Plus: receipts (Part A)	$75,705.72
Less: expenditures (Part B)	($28,186.91)
Ending net working capital, June 30, 2026	**$151,050.08**

Notes

- Total FY2025-26 expenditures of $28,186.91 are below the $250,000 threshold in ORS 297.435(2)(a).
- Rebate payments of $1,250.00 are the Dobson final payout approved May 27, 2025 and disbursed after the FY2024-25 cutoff.
- Other professional services exceeded its $5,000.00 line by $604.91. Appropriations are adopted at the Materials and Services category level ($885,378.00), and category spending of $12,564.91 is within that appropriation.
- Property taxes received ($75,205.72) compare with $83,744.50 imposed for tax year 2025-26 per the Harney County Assessor's certified Table 4e; the difference reflects uncollected and delinquent taxes and any turnovers not yet posted.

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 FY2026 Annual Financial Report

MONEYS RECEIVED IN THE 2025-2026 TAX YEAR

The Burns Urban Renewal Agency (URA) reported $75,205.72 in taxes received during the 2025-2026 fiscal year, along with $500.00 in Application Fees, for total revenues of $75,705.72. The URA has no loan or grant proceeds to report and no separately-booked interest income for the fiscal year. Net working capital at the start of the fiscal year (July 1, 2025) was $103,531.27.

USE OF RESOURCES FROM THE 2025-2026 TAX YEAR

One property owner received an incentive payment during the 2025-2026 tax year. The URA paid $1,250.00 in rebate payments (the final rebate on a commercial project approved May 27, 2025) and $0 in system development charges (SDCs) during the fiscal year. The URA incurred $11,539.91 in other materials and services costs (audit fees $5,350.00, legal fees $360.00, and other professional services $5,829.91) and transferred $15,622.00 to the City General Fund for administrative support, for total expenditures of $28,411.91. Ending net working capital at June 30, 2026 was $150,825.08.

ESTIMATED REVENUES & EXPENDITURES FOR THE 2026-2027 TAX YEAR

The county assessor certified 2026-2027 tax increment for the URA of $123,724.16 and subsequently corrected the roll, reducing expected tax increment receipts to $105,900.67. The correction moved newly platted lots, filed after the January 1 assessment date, to the 2027-2028 roll (a reduction of $22,325.28) and added exception value for two incentive-program properties (an increase of $4,501.79). Total incentive payments anticipated for approved applications amount to $111,547.93: $76,032.93 in rebates to four property owners (one final payment and three partial payments for projects still under construction) and up to $35,515.00 in SDC reimbursements for five residential connections, subject to verification of SDCs paid. These payments are within the adopted FY2026-27 appropriations of $90,410 for rebates and $112,242 for SDC payments.

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 has not issued any bonds or incurred any long-term debt under the Plan. The URA operates on a pay-as-you-go basis using annual tax increment receipts.

IMPACT ON OTHER TAXING DISTRICTS

Taxes imposed in FY26 were $83,744.50, or approximately ASSESSOR: __% of total county taxes imposed. Taxes imposed for FY27 are $105,900.67 as corrected (certified at $123,724.16). Impacts on each tax jurisdiction are summarized in the table below.

Tax Jurisdiction	FY26 Impact	FY27 Impact (est.)
Harney County	$21,860.08	$27,643.57
City of Burns	$22,523.01	$28,481.89
High Desert Parks and Rec	$2,005.36	$2,535.92
Health District	$9,380.45	$11,862.22
Harney ESD	$4,342.18	$5,490.98
School District 3*	$23,633.42	$29,886.09
Total All Districts (= URA Proceeds)	**$83,744.50**	**$105,900.67**

*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

CATALYST
PUBLIC POLICY ADVISORS

MEMORANDUM

TO: Burns Urban Renewal Agency Board of Directors
FROM: Nick Green, President, Catalyst Public Policy Advisors, LLC
RE: Incentive Rebates and SDC Reimbursements Owed on the 2026-27 Roll
DATE: October 30, 2026

Purpose

This memo summarizes the incentive rebates and system development charge (SDC) reimbursements the Agency owes on the 2026-27 tax roll. It reflects the Assessor's October 2026 corrections and the City's SDC rate resolution. A draft FY2025-26 Annual Financial Report, required under ORS 457.460 by January 31, 2027, is attached for your review. The figures in this memo and the report will be updated once the Assessor issues her revised certification. **The URA has sufficient resources to pay all of its outstanding obligations without borrowing this year.**

Summary

- **Rebates owed:** $76,032.93 to four property owners on the corrected 2026-27 roll. Coppedge remains on hold because the County recorded no change in assessed value.
- **SDC reimbursements owed:** $35,515.00 for four residential projects. No SDCs were charged on the commercial projects.
- **Total obligations:** about $111,548. Both categories fit within the adopted FY2026-27 appropriations of $90,410 for rebates and $112,242 for SDCs.
- **Revenue:** the Assessor's corrected 2026-27 levy for the Agency is $105,900.67, about $5,900 above the $100,000 budget estimate. Cash received will be lower after early-payment discounts and delinquencies.

Rebates Owed

Rebates are calculated under SOP §3.1 as the applicable rate times the increase in assessed value (AV) from the application baseline to the corrected 2026-27 roll.

Applicant	Type and rate	Baseline AV	2026-27 AV	Rebate	Status
K4 Properties	Commercial remodel, 12%	$167,840	$245,840	$9,360.00	Partial
Bon Temps (motel, TL 7300)	Commercial remodel, 12%	$58,580	$525,930	$56,082.00	Final; Board approval

Kness	Residential new, 7%	$27,251	$81,060	$3,766.63	Partial
McConnell (Lot 18)	Residential new, 7%	$0	$97,490	$6,824.30	Approved Oct. 2026; partial
Subtotal payable				**$76,032.93**	
Coppedge	Residential new, 7%	$48,830	$50,460	$0	Hold; no AV change
Dominick	Commercial remodel, 12%	$170,490	$170,490	$0	Active; pending update
Roy	Commercial remodel, 12%	$99,760	$99,760	$0	Active; pending update
R3 (Lot 17)	Residential new, 7%	$0	Not yet on roll	$0	Approved Oct. 2026; SDCs only

Remaining rebate authority after these payments is $14,377.07.

Notes on individual rebates:

- **K4 Properties.** The Assessor's final correction recorded $62,450 in exception value, including the roof. The project was 36% complete as of January 1, 2026, so this is a partial payment. The balance will be measured on the 2027-28 roll.
- **Bon Temps.** The project was 100% complete as of January 1, 2026. The rebate is limited to the motel parcel (TL 7300, Account 592): ($525,930 − $58,580) × 12% = $56,082.00. The adjacent tax lots (TL 7500 and TL 7201) are excluded. Because the payment exceeds $25,000, SOP §3.2 requires Board authorization. No rebate has been paid to date.
- **Kness.** The County recorded the home as partially complete as of January 1, 2026. The finished home will be measured on the 2027-28 roll.
- **McConnell.** The Board approved the application at its October 2026 meeting, and the applicant accepted. The rebate is based on $97,490 in exception value. The Assessor's reversal of the vacant Miller Springs lots did not change this account.
- **Coppedge.** The County recorded no change in assessed value for 2026-27, so no rebate is owed this year. The application remains on hold, and the rebate will be measured once the home appears on the roll (expected 2027-28, about $5,000).
- **R3.** The Board approved the Lot 17 application at its October 2026 meeting, and the applicant accepted. R3 waived the URA rebate, so only the SDC reimbursement applies this project.

SDCs Owed

Ordinance 24-899 (adopted May 8, 2024) makes SDCs payable at the building, development, or connection permit, at rates set by Council resolution. Resolution 25-808 (FY2025-26 Master Fee

Schedule), effective June 25, 2025, sets the standard residential SDC (3/4" or 5/8" meter) at $7,103, of which $4,317 is the water SDC. Rates are indexed each July 1. Water meter connection charges are a separate fee and are not SDCs.

Project	Connections	SDC reimbursement
Kness	1	$7,103.00
Coppedge	1	$7,103.00
McConnell	1	$7,103.00
R3, Lot 17	2	$14,206.00
Total	**5**	**$35,515.00**

The commercial projects (K4, Bon Temps, Dobson, Unique Holdings, Dominick, and Roy) were not charged SDCs, so no reimbursement is owed. The $2,600 paid to Tharp in FY2023-24 was a pre-ordinance connection charge.

Remaining SDC budget authority after these reimbursements is $76,727.00.

Revised URA Revenue for 2026-27

On October 27, 2026, Assessor Corey Hill reported two corrections to the certified 2026-27 roll:

Item	Amount
Certified 2026-27 URA revenue (Table 4f)	$123,724.16
Miller Springs Founders lots reversed to the 2027-28 roll (plat filed March 2026)	($22,325.28)
Exception value added for K4 Properties LLC and Tabil LLC (Bon Temps)	$4,501.79
Adjusted expected revenue	**$105,900.67**
Adopted FY2026-27 budget estimate	$100,000.00

The adjusted amount is what was levied, not what the Agency will receive in cash. In FY2024-25 the Agency received $98,261.02 against $110,957.17 imposed, an 88.6% collection rate. At that rate, FY2026-27 receipts would be about $93,800.

The Assessor expects the 2027-28 roll to add about $22,000 from Miller Springs, plus any new construction there this year, and about $4,300 from the sale of the Lincoln Building.

Combined Obligations and Cash Position

Category	FY2026-27 appropriation	Owed (estimated)	Remaining authority
Rebates	$90,410.00	$76,032.93	$14,377.07
SDC reimbursements	$112,242.00	$35,515.00	$76,727.00
Total	**$202,652.00**	**$111,547.93**	**$91,104.07**

Appropriations set the spending limit, while cash determines what the Agency can actually pay. The City's interim ledger showed $151,050.08 in working capital near the end of FY2025-26, against $150,000 budgeted. Here is a rough FY2026-27 cash projection:

- Beginning working capital of about $151,050, plus about $93,800 in tax receipts and $1,500 in application fees.
- Less $111,548 in incentive payments, plus $48,848 in budgeted administration costs and the General Fund transfer.

That leaves an estimated ending balance of about $85,900. **The Agency can pay everything owed this year from its existing resources.** The City's audited FY2025-26 ending balance will replace this estimate.

Recommended Board Actions

1. Authorize the final Bon Temps rebate of $56,082.00 for the motel parcel (SOP §3.2).
2. Authorize the partial rebates for K4 Properties ($9,360.00), Kness ($3,766.63), and McConnell ($6,824.30).
3. Keep Coppedge on hold until the home appears on the roll. Keep Dominick and Roy active until the applicants provide updates.
4. Direct staff to pay SDC reimbursements once the City verifies receipts and rates.
5. Review the attached draft FY2025-26 Annual Financial Report. Adopt it once the Assessor's revised certification and the City's year-end figures are in, and before January 31, 2027.

Additional Information Needed

- FY2025-26 year-end actuals: property taxes received, application fees, expenditures by line, and audited ending working capital at June 30, 2026.
- The Assessor's revised 2026-27 certification, with the impact on each taxing district (expected November 2026)

BURNS URBAN RENEWAL AGENCY
RESOLUTION NO. 2026-004

A RESOLUTION OF THE BURNS URBAN RENEWAL AGENCY APPROVING THE PROPOSED FIRST AMENDMENT TO THE BURNS URBAN RENEWAL PLAN AND THE ACCOMPANYING REPORT, AND REFERRING THEM TO THE AFFECTED TAXING DISTRICTS, THE BURNS PLANNING COMMISSION AND HARNEY COUNTY UNDER ORS 457.089

WHEREAS, the Burns Urban Renewal Agency (Agency) is the urban renewal agency of the City of Burns, Oregon (City), activated by Ordinance No. 21-876, passed by the Burns City Council on July 14, 2021, under ORS 457.035 and organized under ORS 457.045, and is authorized by ORS Chapter 457 to prepare urban renewal plans and amendments to them; and

WHEREAS, the Burns City Council adopted the Burns Urban Renewal Plan (Plan) and the accompanying Report by Ordinance No. 21-877 on November 29, 2021; and

WHEREAS, the legal description of the Area was recorded with the Harney County Clerk on June 30, 2022, as Instrument No. 2022-0902. That description was rewritten by the Harney County Surveyor, with the City's agreement, and is intended to describe the same boundary as the Plan adopted by Ordinance No. 21-877; and

WHEREAS, Section VII.A of the Plan provides that adding land to the urban renewal area (Area), other than an addition of land that totals not more than 1% of the existing area of the Area, is a Substantial Amendment, consistent with ORS 457.085(2)(i), and that a Substantial Amendment requires the same notice, hearing and approval procedure required of the original Plan under ORS 457.095, including public involvement, consultation with taxing districts, presentation to the Planning Commission and the County, and adoption by the City Council by non-emergency ordinance; and

WHEREAS, on October 21, 2026, the Agency Board directed staff to prepare an amendment to the Plan adding land along West B Street to the Area, so that tax increment from new development served by the City's water, sewer and street improvements may be used to carry out the Plan, including reimbursement of the City's Special Public Works Fund loan from Business Oregon; and

WHEREAS, staff has prepared the proposed First Amendment to the Burns Urban Renewal Plan (First Amendment), attached as Exhibit A, which adds approximately 23.37 acres to the Area, consisting of 50 lots of the proposed Burns IE subdivision (approximately 19.42 acres), including Lot 96, and the adjoining public rights-of-way, including West B Street (approximately 3.95 acres), as described in the legal description and shown on the map attached as Exhibit C (West B Street Addition); and

WHEREAS, the First Amendment makes the conforming changes to the Plan's acreage, figures, findings of conformance with local objectives and legal description required by the addition of land, including an amendment to the recorded legal description of the Area (Instrument No. 2022-0902) that adds the West B Street Addition; and

WHEREAS, the First Amendment does not increase the maximum indebtedness of the Plan, which remains $30,300,000, and does not change the goals, objectives or project categories of the Plan; and

WHEREAS, the West B Street Addition equals approximately 4.86% of the land area of the Area as originally adopted, which is within the 20% limit on land added by amendment under ORS 457.220; and

WHEREAS, staff has prepared the Report Accompanying the First Amendment to the Burns Urban Renewal Plan (Report), attached as Exhibit B, which addresses the information required by ORS 457.087 as it relates to the First Amendment, including the existing conditions and blighted conditions in the West B Street Addition, the fiscal impact on the affected taxing districts, and compliance with the acreage and assessed value limits of ORS 457.420; and

WHEREAS, ORS 457.085(1) requires the Agency to provide for public involvement in all stages of the development of an urban renewal plan, and the First Amendment has been discussed at public meetings of the Agency Board held under the Oregon Public Meetings Law; and

WHEREAS, ORS 457.089(1) requires the Agency to forward the proposed amendment and Report to the Planning Commission of the City for its recommendations before presenting the amendment to the City Council for approval under ORS 457.095; and

WHEREAS, ORS 457.089(2) requires the Agency to deliver the proposed amendment and Report to the governing body of each taxing district affected by the Plan, by certified mail or by another form of delivery that requires a signature upon delivery or that may otherwise be tracked, and to consult and confer with those taxing districts before presenting the amendment to the City Council, and gives each taxing district 45 days following receipt to submit written recommendations to the Agency; and

WHEREAS, the First Amendment does not add a public building project to the Plan or change the scope of any project in the Plan, and the concurrence of taxing districts under ORS 457.089(3) is therefore not required; and

WHEREAS, the Area, as amended, lies wholly within the City, so under ORS 457.105 the First Amendment is approved only by the City Council, and the presentation to Harney County is made to satisfy Section VII.A of the Plan; and

WHEREAS, the Agency Board has reviewed the First Amendment and the Report and finds that they are ready to be referred for review and recommendations;

NOW, THEREFORE, THE BURNS URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:

Section 1. Approval for Referral. The Agency approves the First Amendment (Exhibit A) and the Report (Exhibit B) as the proposed First Amendment and accompanying report of the Agency for purposes of review, consultation and recommendations under ORS 457.085 and 457.089. The Agency may revise the First Amendment and the Report in response to recommendations received.

Section 2. Substantial Amendment and Boundary. The Agency determines that the First Amendment is a Substantial Amendment under Section VII.A of the Plan and ORS 457.085(2)(i). The Agency approves the boundary of the West B Street Addition as described and shown in Exhibit C, including Lot 96 of the proposed Burns IE subdivision and the West B Street right-of-way, which supersedes any narrower description in prior Agency direction. Before the First Amendment is presented to the City Council, staff shall submit the legal description and map in Exhibit C to the Harney County Surveyor for review. Staff may make technical corrections to the legal description that the County Surveyor recommends, without returning to the Agency Board, if the corrections do not change the land included in the West B Street Addition.

Section 3. Referral to Affected Taxing Districts. Within ten (10) days after adoption of this resolution, staff shall deliver the First Amendment and the Report, with a transmittal letter and a summary of the fiscal impact on that district, to the governing body of each of the following taxing districts, by certified mail or by another form of delivery that requires a signature upon delivery or that may otherwise be tracked, as required by ORS 457.089(2)(a):

- Harney County
- Harney County School District No. 3
- Harney Education Service District
- Harney County Health District [confirm legal name]
- Harney County Park and Recreation District [confirm legal name]
- City of Burns

The transmittal letter shall invite each district to submit written recommendations to the Agency within 45 days following its receipt of the First Amendment and the Report, and shall offer to meet with the district's governing body or staff. Staff shall keep a record of the date each district received the documents, all consultation with each district, and each written recommendation received.

Section 4. Referral to the Planning Commission. The Agency forwards the First Amendment and the Report to the Burns Planning Commission for its recommendations under ORS 457.089(1), including its recommendation on whether the First Amendment conforms to the Burns Comprehensive Plan. Staff shall schedule the matter for the Planning Commission's next available meeting.

Section 5. Presentation to Harney County. Staff shall present the First Amendment and the Report to the Harney County Court as required by Section VII.A of the Plan.

Section 6. Public Involvement. Under ORS 457.085(1), staff shall post the First Amendment and the Report on the City's website, make copies available for review at Burns City Hall, and accept written comments from the public, which shall be provided to the Agency Board and the City Council.

Section 7. Forwarding to the City Council. After the 45-day period for taxing district recommendations has ended and the Planning Commission has made its recommendations, staff shall forward the First Amendment and the Report to the City Council for consideration under ORS 457.095, together with all taxing district recommendations, the Planning Commission's recommendations, public comments and the Agency's recommendation that the Council adopt the First Amendment. If staff proposes any substantive change to the First Amendment or the Report other than a change responding to a recommendation, staff shall first return the First Amendment to the Agency Board for approval.

Section 8. Notice and Hearing. The Agency requests that the City Council schedule a public hearing on the First Amendment, and directs staff to coordinate with the City on the notice required by ORS 457.120, the public hearing notice, and the publication required by ORS 457.095 and 457.115 following adoption, and the recording of the amended legal description of the Area with the Harney County Clerk following adoption.

Section 9. Effective Date. This resolution takes effect upon adoption.

ADOPTED by the Burns Urban Renewal Agency Board this ___ day of _____, 2026.

Board member	Yes	No	Abstain	Absent
Bryan Garo, Chair	____	____	____	____
Tod Gahley	____	____	____	____
Jen Hoke	____	____	____	____
Susan Lowe	____	____	____	____
Shane Brockmann	____	____	____	____
Chase Patterson	____	____	____	____
Andrew Roy	____	____	____	____

BURNS URBAN RENEWAL AGENCY

_____
Bryan Garo, Chair

ATTEST:

_____
Tiffany Leffler, Agency Secretary / City Clerk

Exhibit A: Proposed First Amendment to the Burns Urban Renewal Plan

[attached]

Exhibit B: Report Accompanying the First Amendment to the Burns Urban Renewal Plan

[attached]

Exhibit C: Legal Description and Map of the West B Street Addition, and Amended Legal Description of the Area

[attached]

Burns Urban Renewal Plan



Burns Urban Renewal Plan

Adopted by the City of Burns

November 29, 2021

Ordinance No. 21-877

If amendments are made to the Plan, the resolution or ordinance number and date will be listed here. The amendment will be incorporated into the Plan and noted through a footnote.

Amendments

First Amendment (Substantial). Ordinance No. 2027-___, adopted _____, 2027. Adds approximately 23.37 acres along West B Street, including 50 lots of the Burns IE subdivision and adjoining public rights-of-way, to the Area.

LIST OF PARTICIPANTS – ORIGINAL PLAN

Mayor

Jerry Woodfin

City Council

Council Seat #1 Jennifer Keady

Council Seat #2 Jennifer Hoke, Council President

Council Seat #3 Heather Smith

Council Seat #4 Judy Erwin

Council Seat #5 Christy Rivera

Council Seat #6 Daniel Porter

Urban Renewal Agency

Chair, Jennifer Keady

Vice-Chair, Heather Smith

Judy Erwin

Jennifer Hoke

Daniel Porter

Christy Rivera

Jerry Woodfin

Planning Commission

Jon Reponen

Bill Quier

Andrew Swingle

Victoria Schmidt

Judy Erwin

Herb Vloedman

City of Burns Staff

Daniel Brown, City Manager

Michael Berry, Public Works Director

Consulting Team

Elaine Howard Consulting, LLC

Elaine Howard, Scott Vanden Bos

Tiberius Solutions LLC

Nick Popenuk, Ali Danko, Rob Wyman

LIST OF PARTICIPANTS – AMENDMENT NO.1

Mayor

TBD

City Council

Council Seat #1 –

Council Seat #2 –

Council Seat #3 –

Council Seat #4 –

Council Seat #5 –

Council Seat #6 –

Urban Renewal Agency

Chair, Bryan Garo

Jen Hoke

Susan Lowe

Shane Brockmann

Tod Gahley

Chase Patterson

Andrew Roy

Planning Commission

XXX

XXX

XXX

XXX

XXX

XXX

City of Burns Staff

Brenda Engebretson, City Manager

Ty Richardson, Public Works Director

Tiffany Leffler, Secretary/Clerk

Consulting Team

Nick Green, President, Catalyst Public Policy Advisors, LLC

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I. DEFINITIONS

"Agency" means the Burns Urban Renewal Agency. This Agency is responsible for administration of the Urban Renewal Plan.

"Area" means the properties and rights-of-way located within the Burns Urban Renewal Boundary as depicted in Figure 1, as amended by the First Amendment.[1]

"Blighted Areas" has the meaning given that term in ORS 457.010(1) and identified in the ordinance adopting the Urban Renewal Plan.

"Certified Statement" means the statement prepared and filed pursuant to ORS 457.430 or an amendment to the certified statement prepared and filed pursuant to ORS 457.430.

"City" means the City of Burns, Oregon.

"City Council" or "Council" means the Burns City Council.

"Comprehensive Plan" means the City of Burns comprehensive land use plan and its implementing ordinances, policies, and standards.

"County" means Harney County, Oregon.

"Frozen base" means the total assessed value including all real personal, manufactured, and utility values within an urban renewal area at the time the Plan is adopted as stated in a Certified Statement.

"Increment" means that part of the assessed value of a Taxing District attributable to any increase in the assessed value of the property located in an Urban Renewal Area, or portion thereof, over the assessed value specified in the Certified Statement.

"Maximum Indebtedness" means the amount of the principal of indebtedness included in a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

"ORS" means the Oregon Revised Statutes. Chapter 457 specifically relates to urban renewal.

"Planning Commission" means the Burns Planning Commission.

"Tax Increment Financing" or "TIF" is a method of funding Urban Renewal Projects and programs through incurring debt that is repaid by the division of taxes accomplished through the adoption of an Urban Renewal Plan.

"Tax Increment Finance Revenue" means the funds allocated by the county assessor to an Urban Renewal Area due to increases in assessed value over the Frozen Base within the Area.

"Taxing District" means the state, city, county or any other unit of government that has the power to levy a tax.

"UGB" means urban growth boundary.

"Urban Renewal Area" or "URA" means a Blighted Area included in an Urban Renewal Plan or an area included in an Urban Renewal Plan under ORS 457.160.

"Urban Renewal Plan" or "Plan" means a plan, as it exists or is changed or modified from time to time, for one or more Urban Renewal Areas, as provided in ORS 457.085, 457.095, 457.105,

[1] First Amendment, Ordinance No. 2027-___, adopted _____, 2027.

457.115, 457.120, 457.125, 457.135 and 457.220.

"Urban Renewal Project" or "Project" means any work or undertaking carried out under ORS 457.170 in an Urban Renewal Area.

"Urban Renewal Report" or "Report" means the report that accompanies the proposed Urban Renewal Plan pursuant to ORS 457.087.

II. INTRODUCTION

A. Plan Overview

The Urban Renewal Area, shown in Figure 1, consists of approximately ~~481.35~~504.72 total acres: ~~389.55~~408.97 acres of land in tax lots and ~~91.8~~ 95.75 acres of public rights-of-way.[1] It is anticipated that the Burns Urban Renewal Plan will take thirty years of tax increment collections to implement. The maximum amount of indebtedness that may be issued for the Plan is $30,300,000 (Thirty Million and Three Hundred Thousand Dollars). The Report accompanying the Burns Urban Renewal Plan contains detailed financial analysis.

2The boundary was established to identify properties in need of rehabilitation, undeveloped properties, and areas, such as the parks, where improvements may be completed. The vacant properties provide capacity to address the severe shortage of housing in Burns. The lack of housing development is indicative of the fact that vacant land will not be developed unless something is done to equalize the cost of development versus the capacity of citizens to buy property. Other communities like Madras and John Day, who are experiencing the same lack of housing development issues, have found providing incentives has promoted development. There are other undeveloped properties within Burns, but the city is limited to having 25% of their city acreage in an urban renewal area. The First Amendment added approximately 23.37 acres along West B Street, from N Imperial Avenue west to the Miller Springs development, so that the Area includes the lots of the Burns IE subdivision served by new City water, sewer and street improvements. The added lots are vacant and are expected to develop with housing once the subdivision is recorded.[2]

3Goals and objectives developed for the Plan are intended to guide Tax Increment Finance ("TIF") Revenue investment in the Area over the life of the Plan. The project category descriptions and list of projects are similarly intended to aid future decision makers when considering how best to expend TIF revenue. The Plan will be administered by the Agency. Substantial amendments to the Plan must be approved by the City Council as outlined in Section VII. All amendments to the Plan must be listed numerically inside the front page of the Plan, incorporated into the Plan document, and identified by a footnote indicating the amendment number and adoption date.

ORS 457.085 requirements and the corresponding Plan sections satisfying those requirements are shown in Table 1. The references in Table 1 primarily address the ORS requirements. However, other sections of the Plan may also address the statutory requirements.

[1] First Amendment, Ordinance No. 2027-___, adopted _____, 2027.
[2] First Amendment, Ordinance No. 2027-___, adopted _____, 2027.
[3] First Amendment, Ordinance No. 2027-___, adopted _____, 2027.

Table 1 - Statutory References

Statutory Requirement	Plan Section
ORS 457.085(2)(a)	V, VI
ORS 457.085(2)(b)	V, VI
ORS 457.085(2)(c)	XIV
ORS 457.085(2)(d)	XIII
ORS 457.085(2)(e)	XIII
ORS 457.085(2)(f)	IX
ORS 457.085(2)(g)	VIII
ORS 457.085(2)(h)	III
ORS 457.085(2)(i)	VII
ORS 457.085(2)(j)	Not applicable

B. Urban Renewal Overview

Generally, Urban Renewal Projects require borrowed funds, which cannot exceed the Maximum Indebtedness amount set by an urban renewal plan. The Plan allows for the use of Tax Increment Financing to finance projects. Tax Increment Finance Revenue is used to repay borrowed funds.

The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped, called Blighted Areas in ORS 457.010(1). These areas may have deteriorated buildings, public spaces that need improvements, streets and utilities in poor condition, a complete lack of streets and utilities, or other obstacles to development.

Urban renewal projects can include construction or improvement of streets, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and incentives for the development of housing in the Area. The Area meets the definition of a Blighted Area due to the condition of its buildings, utility infrastructure deficiencies, as well as the existence of underdeveloped and undeveloped properties. These Blighted Areas are specifically cited in the ordinance adopting the Plan and described in detail in the Report.

The Report contains the information required by ORS 457.087, including:

(1) A description of the physical, social and economic conditions in the urban renewal areas of the plan and the expected impact, including the fiscal impact, of the plan in light of added services or increased population;

(2) Reasons for the selection of each urban renewal area in the plan;

(3) The relationship between each project to be undertaken under the plan and the existing conditions in the urban renewal area;

(4) The estimated total costs for each project and the sources of moneys to pay the costs;

(5) The anticipated completion date for each project;

(6) The estimated amount of moneys required for each urban renewal area under ORS 457.420 to 457.470 and the anticipated year in which indebtedness will be retired or otherwise provided for under ORS 457.420 to 457.470;

(7) A financial analysis of the plan with sufficient information to determine the feasibility of the plan;

(8) A fiscal impact statement that estimates the impact of the tax increment financing, both until and after the indebtedness is repaid, upon all districts levying taxes upon property in the urban renewal area; and

(9) A relocation report that includes:

(a) An analysis of existing residents or businesses required to relocate temporarily or permanently as a result of the urban renewal agency's actions under ORS 457.170;

(b) A description of the methods to be used for the temporary or permanent relocation of persons living, and businesses situated, in the urban renewal area, in accordance with ORS 35.500 to 35.530; and

(c) An enumeration, by cost range, of the existing housing units in the urban renewal areas of the plan to be destroyed or altered and the new units to be added.

III. MAXIMUM INDEBTEDNESS

Maximum Indebtedness is the amount of indebtedness secured by a pledge of tax increment revenue that can be spent on projects, programs, and administration throughout the life of the 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 projects in the Plan and their schedule for completion is $30,300,000 (Thirty Million, Three Hundred Thousand Dollars). This amount is the principal of such indebtedness and does not include interest or indebtedness incurred to refund or refinance existing indebtedness or interest earned on bond proceeds.

IV. PLAN GOALS

The goals of the Burns Urban Renewal Plan are listed below. The Urban Renewal Plan is an implementation tool to enable the City of Burns to undertake projects for which there are no other funding sources or only limited funding sources.

The objectives stated below describe how the Agency intends to achieve each goal. The Urban Renewal Projects identified in Section VI of the Plan articulate the means of meeting these objectives. A matrix of how the projects align with the goals and objectives is shown in Table 2.

A. Redevelopment/Development

Improve retail storefront aesthetics with a pedestrian emphasis to attract the public to the downtown area. Promote the continued growth and vitality of current businesses and attract new businesses.

Objectives

1. Install coordinated street furniture, pedestrian-scale lighting, walking surfaces and landscaping in areas with concentrated pedestrian activity.
2. Establish a Façade Grant/Loan Program
3. Facilitate development through Agency assistance.
4. Provide for acquisition of properties in Blighted Areas.

B. Infrastructure

Provide necessary infrastructure improvements including water, sewer, streets, sidewalks, and parks, including a community center.

Objectives

1. Provide city funded infrastructure improvements.
2. Assist in the financing of infrastructure improvements to be made by a developer/builder/property owner.
3. Assist in the provision of infrastructure improvements by providing other incentives to a developer/builder/property owner.
4. Work with the community on a shared funding package for the development of a Community Center.

C. Housing Development/Redevelopment

Increase the supply of all housing types in the Area.

Objectives

1. Provide financial incentives for the development/rehabilitation of housing in the City of Burns
2. Provide infrastructure improvements to support the development of housing in the City of Burns.
3. Pay the system development charges for new home development.

D. Administration

Provide administrative and staff support for urban renewal activities.

Objectives

1. Pay for Urban Renewal Area expenses related to administration, planning, technical and financial services, marketing and support, financial audits, and annual reports.

Table 2 – Relationship of Projects to Burns Urban Renewal Plan Goals

Project Category	Goals
Development/Redevelopment	A, B
Infrastructure	B
Housing Development/Redevelopment	C, B
Administration	A, B, C, D

V. URBAN RENEWAL PROJECT CATEGORIES

The projects within the Area fall into the following categories.

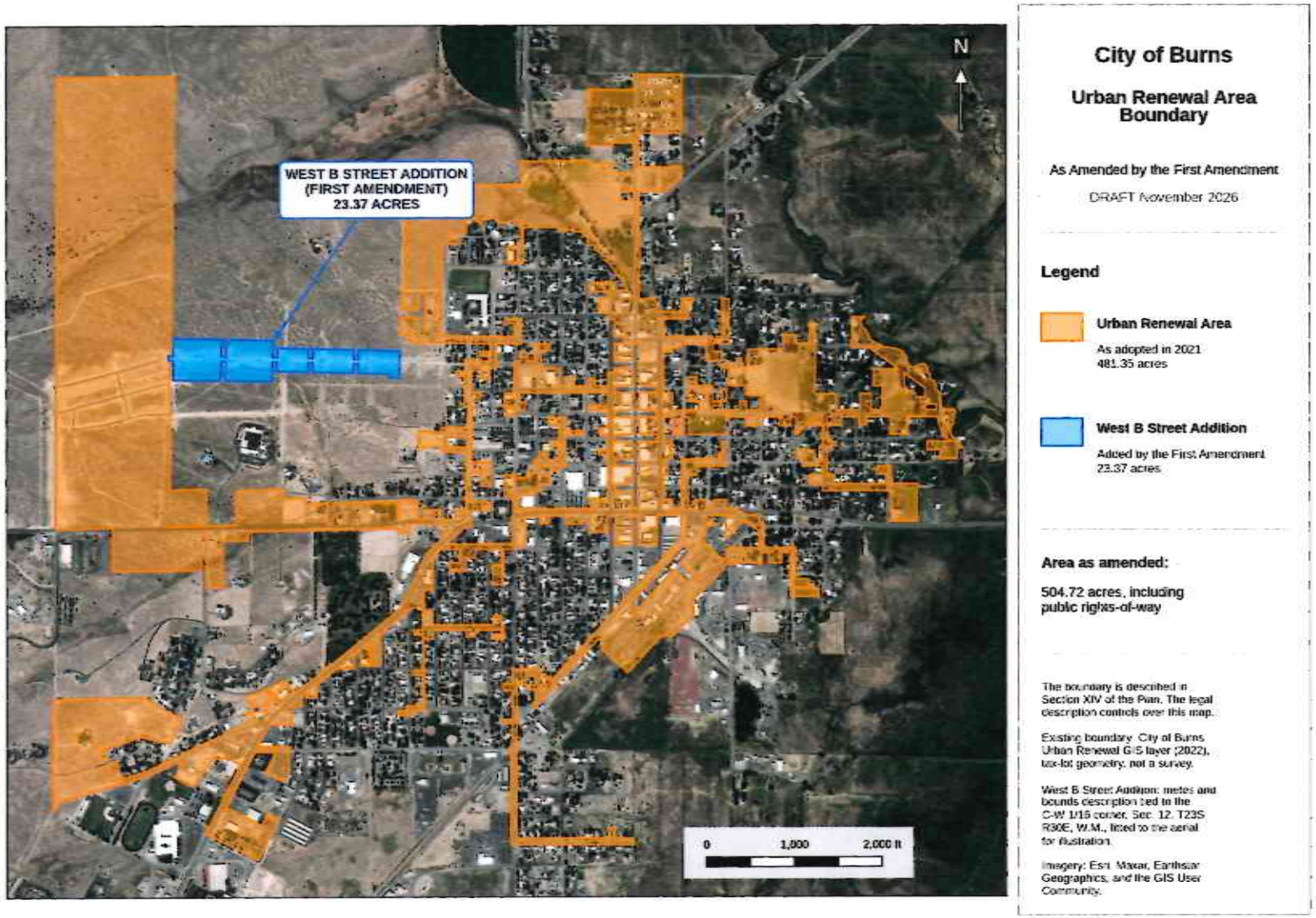
A. Development/Redevelopment

B. Infrastructure

C. Housing Development/Redevelopment

D. Administration

Figure 1 – Burns Urban Renewal Plan Area Boundary, as Amended by the First Amendment



VI. URBAN RENEWAL PROJECTS

Urban Renewal Projects authorized by the Plan are described below. They are not listed in order of priority. The Agency will determine the order of the projects and may add and remove projects in the future through the amendment process described in Section VII of this Plan. The Projects identified for the Area are described below, including how they relate to the existing conditions in the Area.

A. Development/Redevelopment

1. Streetscape: Install coordinated street furniture, pedestrian-scale lighting, walking surfaces and landscaping in areas with concentrated pedestrian activity.
2. Establish a Façade Grant/Loan Program: Initial program matching grants 50% of project cost to improve building façades.
3. Building Improvement Program: Rehabilitate existing buildings. Assist in removal of structures in Blighted Areas and rebuild structures in their place. Initial program matching grants 50% of project cost to improve building façades.
4. Acquisition of structures in Blighted Areas from willing sellers for demolition and reconstruction or rehabilitation.
5. Facilitate development through the provision of infrastructure improvements including but not limited to streets, sidewalks, water, sewer, stormwater, power, broadband, and parks. Facilitate right-of-way land acquisitions for these improvements. Incentives may include the following:
    - A direct contribution of funds;
    - A rebate of a portion of paid property taxes;
    - Contributions to the developer for infrastructure development;
    - An agreement for the Agency to complete infrastructure improvements that are otherwise required as a condition of development approval;
    - A combination of the above.

B. Infrastructure

The Agency may complete infrastructure improvements including, but not limited to, streets, sidewalks, water, sewer, stormwater, and parks as determined by the Agency to help facilitate development. The Agency may complete improvements specified in a development agreement that connect the improvements to a specific housing development. As these improvements are identified, a minor amendment will be made to the Plan to describe the specific improvement. TIF funding may only be used on projects within the Area. For projects which serve a wider area, like a treatment plant, funding will be allocated proportionately according to a proportional formula as established by the Agency and in accordance with the TIF Best Practices. [1]. Other infrastructure improvements include the following:

1. Water – Upgrade the water distribution system to provide adequate fire flow throughout the system. Address other health and safety upgrades that are required in the system including, but not limited to, replacing watermain lines.

2. Sewer – Address the wastewater treatment needs in the Area. Complete a Wastewater Master Plan that identifies specific projects. Implement projects as determined by the Agency.

3. Streets – Improve the condition of streets in the Area. This includes reconstruction and/or new streets and the provision of bike lanes. This does not include ongoing street maintenance.

4. Sidewalks – Improve existing sidewalks and provide new sidewalks in the Area.

5. Parks - Add permanent features to existing parks.

6. Community Center – Participate in an overall funding package for a Community Center within the Area. [2] The facilities to be included in the Community Center to be determined as part of the project planning and will include public input.

7. West B Street Infrastructure – Reimburse the City, under an intergovernmental agreement, for all or a portion of the debt service on the City's Special Public Works Fund loan from Business Oregon that financed water, sewer and street improvements within the Area serving the Burns IE subdivision. Reimbursement may include payments in excess of scheduled debt service to retire the loan early. The Agency may also pay incentives and system development charges for housing on the Burns IE lots under the Housing Development/Redevelopment projects, and may finance those costs with advances or loans from other public bodies as provided in Section X.;

C. 4Housing Development/Redevelopment

1. New Construction:

The Agency may provide incentives to developers for the development of housing units in the Area. This will be completed through a development agreement with the developer/builder/property owner that stipulates the size and timing of the development

and the amount and timing of the incentive. Incentives may include the following:

---

[1] ***Proportionality:*** "Although proportionality is not a concept defined in statute, it resonates with many communities because it appeals to common sense. Some projects in a TIF district may have benefits that extend far beyond that area. Many jurisdictions consider the relative benefits of a project when determining the portion of the total project that should be funded by TIF." Best Practices for Tax Increment Financing Agencies in Oregon, November 2019, p 50.

[2] A Community Center identified as a Parks and Recreation facility is not deemed a public building as identified in ORS 457.

- A direct contribution of funds.
- A partial property tax rebate.
- Contributions to the developer for infrastructure development.
- An agreement for the Agency to complete infrastructure improvements that are otherwise required as a condition of development approval.
- A combination of the above.

Agency and City staff will conduct pre-development meetings with the developer/builder/property owner to identify the financing needs of each site. Staff will recommend a financing package to the Agency that will contain recommendations on the appropriate form of incentive through negotiations with the developer/builder/property owner for the development of the housing units. The Agency is responsible for approving the incentives and the ultimate signing of a development agreement. The agreement will contain those incentives and a commitment by the developer/builder/property owner for the production of the housing units.

A guideline for the amount of incentives is established in the Report. The guideline is intended to balance the needs for administration, incentives, and infrastructure. The Agency may change the incentive guideline accordingly as it identifies the need.

2. Rehabilitation

The rehabilitation program will be implemented through establishing an Existing Home Rehabilitation Incentive Program that will allow activities including, but not limited to, incentivizing significant remodels of existing residences in the Area. Specific program guidelines will be drafted and reviewed at the discretion of the Agency. These guidelines are expected to include: substantial improvements to home façades, structural repairs, major remodels, and new additions that add additional rooms and living space. A guideline for the amount of incentive is established in the Report accompanying the Plan. This is a guideline only, balancing the needs for administration, incentives, and infrastructure needs. This incentive guideline may be changed upon needs as identified by the Agency.

D. Acquisition

Acquisition and disposition activities are allowed in the Plan. Prior to any property being acquired, it must be identified in Section VIII of the Plan.

E. Administration

Pay Urban Renewal Area expenses related to administration, planning, technical and financial services, marketing and support, financial audits, and annual reports.

VII. AMENDMENTS TO PLAN

The Plan may be amended as described in this section. Adding other properties to the developer incentives program does not require an amendment to the Plan.

A. Substantial Amendments

Substantial Amendments, in accordance with ORS 457.085(2)(i) and ORS 457.220(2), shall require the same notice, hearing, and approval procedure required of the original Plan, under ORS 457.095, including public involvement, consultation with taxing districts, presentation to the Agency, the Planning Commission, the County, and adoption by the City Council by non-emergency ordinance after a hearing.

Notice of such hearing shall be provided to individuals or households within the City of Burns, as required by ORS 457.120.

Notice of adoption of a Substantial Amendment shall be provided in accordance with ORS 457.095 and 457.115.

Substantial Amendments are amendments that:[3]

1. Add land to the urban renewal area, except for an addition of land that totals not more than a cumulative 1% of the existing area of the urban renewal area; or
2. Increase the maximum amount of indebtedness that can be issued or incurred under the Plan.

B. Minor Amendments

Minor Amendments are amendments that are not Substantial Amendments as defined in this Plan and in ORS 457. Minor Amendments require a resolution by the Agency.

[3] Pursuant to ORS 457.220, no land equal to more than 20 percent of the total land area of the original Plan shall be added to the urban renewal area by amendments. Also, the aggregate amount of all amendments increasing the maximum indebtedness may not exceed 20 percent of the Plan's initial maximum indebtedness, as adjusted, as provided by law and unless the Agency obtains concurrence as provided in ORS 457.470.

C. Amendments to the Burns Comprehensive Plan and/or Burns Municipal Code.

Amendments to the Burns Comprehensive Plan and/or Burns Municipal Code that affect the Plan and/or the Area shall be incorporated automatically within the Plan without any separate action required by the Agency or City Council. If a Substantial Amendment is approved, Section XIII should be updated accordingly.

VIII. PROPERTY ACQUISITION AND DISPOSITION

The Plan authorizes the acquisition and disposition of property as described in this section. Property includes any and all interests in property, including fee simple ownership, leases, easements, licenses, or other rights of use. If property is acquired it will be identified in the Plan through a Minor Amendment, as described in Section VII. Identification of property to be acquired and its anticipated disposition is required by ORS 457.085(g). If property acquisition includes a public building, an explanation of how the public building serves or benefits the Area is required per ORS 457.085(2)(j).

A. Property acquisition for public improvements

The Agency may acquire any property within the Area for the Projects undertaken pursuant to the Plan by all legal means, including use of eminent domain. Good faith negotiations for such acquisitions must occur prior to institution of eminent domain procedures.

B. Property acquisition from willing sellers

The Plan authorizes Agency acquisition of any interest in property within the Area that the Agency finds is necessary for private redevelopment, but only in those cases where the property owner wishes to convey such interest to the Agency. The Plan does not authorize the Agency to use the power of eminent domain to acquire property from a private party to transfer property to another private party for private redevelopment. Property acquisition from willing sellers may be required to support development projects within the Area.

C. Land disposition

The Agency will dispose of property acquired for a Project by conveyance to the appropriate public agency responsible for the construction and/or maintenance of the public improvement. The Agency may retain such property during the construction of the public improvement.

The Agency may dispose of property acquired from willing sellers by conveying any interest in the property. The property shall be conveyed at its Fair Reuse Value. Fair reuse value is the value, whether expressed in terms of rental or capital price, at which the Agency determines such property should be made available to be developed, redeveloped, cleared, conserved, or rehabilitated for the purposes specified in the Plan. Because Fair Reuse Value reflects limitations on the use of the property to those purposes specified in the Plan, the value may be lower than the property's fair market value.

Where land is sold or leased, the purchaser or lessee must agree to use the land for the purposes designated in the Plan and to begin and complete the building and/or building improvements within a period of time that the Agency determines is reasonable.

D. Properties to be acquired

This Plan must provide an indication of which real property may be acquired and the anticipated disposition of said real property whether by retention, resale, lease or other legal use, together with an estimated time schedule for such acquisition and disposition. This may be added at a date when the property is identified and may be added through a Minor Amendment.

IX. RELOCATION METHODS

When the Agency acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state or federal law. Prior to such acquisition, the Agency shall adopt rules and regulations, as necessary, for the administration of relocation assistance. The Agency will comply with all applicable state and federal law in providing these potential benefits.

There are plans to acquire land for infrastructure which may trigger relocation benefits in the future in the Area. All acquisitions will be reviewed for potential relocation benefits.

X. TAX INCREMENT FINANCING OF PLAN

Tax Increment Financing consists of using annual Tax Increment Finance Revenue to make payments on debt, usually in the form of bank loans or revenue bonds. The proceeds of the debt are used to finance the urban renewal projects authorized in the Plan. Debt may be either long-term or short-term.

Tax Increment Finance Revenue equals most of the annual property taxes imposed on the cumulative increase in assessed value within an urban renewal area over the Frozen Base value (i.e., total assessed value at the time an urban renewal plan is adopted). The property taxes for general obligation (GO) bonds and local option levies approved after October 6, 2001 are not part of the Tax Increment Finance Revenue.

A. General description of the proposed financing methods

The Plan will be financed using a combination of revenue sources. These include:

- Tax Increment Finance Revenue;
- Advances, loans, grants, and any other form of financial assistance from federal, state, or local governments, or other public bodies;
- Loans, grants, dedications, or other contributions from private developers and property owners including, but not limited to, assessment districts; and
- Any other public or private source.

Revenues obtained by the Agency will be used to pay or repay the costs, expenses, advancements, and indebtedness incurred in (1) planning or undertaking project activities, or (2) exercising any of the powers granted by ORS Chapter 457 in connection with the implementation of this Plan, including costs associated with the preparation of the Plan.

B. Tax increment financing

The Plan may be financed, in whole or in part, by Tax Increment Finance Revenue allocated to the Agency, as provided in ORS Chapter 457. The ad valorem taxes, if any, levied by a Taxing District in which all or a portion of the Area is located, shall be divided as provided in Section 1c, Article IX of the Oregon Constitution, and ORS 457.440. Amounts collected pursuant to ORS 457.440 shall be deposited into the unsegregated tax collections account and distributed to the Agency based upon the distribution schedule established under ORS 311.390.

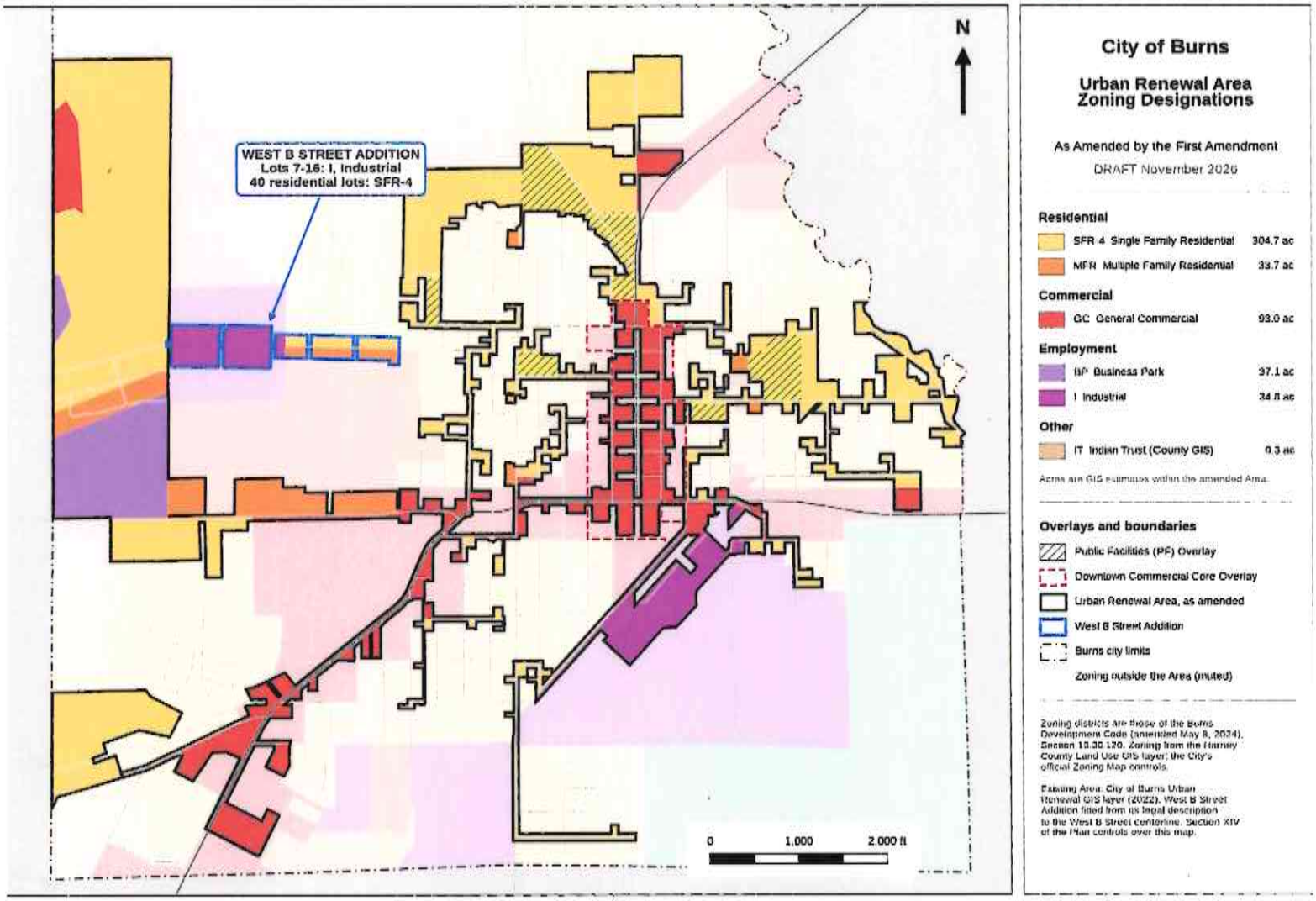
XI. VALIDITY

Should a court of competent jurisdiction find any word, clause, sentence, section or part of this Plan to be invalid, the remaining words, clauses, sentences, sections or parts shall be unaffected by such findings and shall remain in full force and effect for the duration of this Plan.

XII. ANNUAL FINANCIAL STATEMENT

The Agency shall file an annual financial statement in compliance with ORS 457.460.

Figure 2 - Comprehensive Plan and Zoning Designations, as Amended by the First Amendment



XIII. RELATIONSHIP TO LOCAL OBJECTIVES

ORS 457.085(d) requires that the Plan explain its relationship to definite local objectives regarding appropriate land uses and improved traffic, public transportation, public utilities, telecommunications utilities, recreational and community facilities and other public improvements. This section provides that analysis. Relevant local planning and development objectives are contained within the *Burns Comprehensive Plan* ("Comprehensive Plan"), *Economic Opportunities Analysis for Burns and Hines in Harney County,* and the *Burns Zoning Ordinance* ("Zoning Ordinance"). The following section explains how the Plan relates to some applicable local objectives.

The numbering of the objectives within this section corresponds to the numbering in the source document. *Italicized text* represents text that has been quoted directly from the source document and therefore cannot be changed.

Comprehensive Plan and Zoning designations for all land in the Area are shown in Figure 2. All proposed land uses conform to Figure 2. Maximum densities and building requirements for all land in the Area are contained in the Zoning Ordinance.

The First Amendment adds land in the residential and employment categories of the Burns Development Code, as amended May 8, 2024. The 40 residential lots in the Burns IE subdivision (Lots 31 through 41, 55 through 68 and 82 through 96) are zoned SFR-4, Single Family Residential, and the 10 industrial lots (Lots 7 through 16) are zoned I, Industrial, as shown in Figure 2. The First Amendment does not change any Comprehensive Plan designation or zoning, and the findings in this section apply to the added land as they do to the rest of the Area.:

A. 5City of Burns Comprehensive Plan

2.0 LAND USE PLANNING

2.2 LAND USE PLANNING

E. The City shall plan its land-uses so as to provide residential flexibility in type, location, and density of housing. The City shall continue to support the development of housing types such as single-family dwellings, duplexes, mobile homes, and apartments. Moderate and high density residential designations shall be made in a manner which assures compatibility and minimum adverse impacts with surrounding areas.

F. The City shall plan its commercial land-uses so as to increase employment opportunities, provide services needed by the community, promote energy efficient travel and land-use patterns, and assure compatibility with surrounding areas. The City shall designate commercial uses such that residential areas are buffered from potential adverse commercial impacts, traffic and pedestrian safety is accomplished, and a high level of design quality is utilized.

G. The City shall plan its industrial land-uses so as to assure an appropriate and adequate supply of industrial sites sufficient to meet foreseeable needs, and so as to create local job opportunities. Areas designated for current or future industrial use shall be protected from encroachment by incompatible land-uses, which, by their nature, interfere with the integrity or

: First Amendment, Ordinance No. 2027-___, adopted _____, 2027.

activity of such industrial areas. Areas designated for industrial use shall be located as to derive the maximum benefit from the community's public facilities and services, and be designed so as to promote maximum conservation of energy and efficiency of land, and designed so as to minimize conflicts with surrounding land-uses.

Finding:
The Plan does not propose changes to any existing zoning in the Area. Any development will conform to the existing requirements in the Comprehensive Plan. Therefore, the Plan conforms to this section of the Comprehensive Plan.

5.0 NATURAL RESOUCES

5.12 WATER RESOURCES

A. The City shall encourage the conservation and protection of water resources.

5.19 WATER RESOURCES

All persons and land-uses within the City shall comply with all applicable statutes and rules administered by the Oregon Water Resources Department and the Harney County Water Master. In connection with protecting and conserving the community's water resources, the City may require evidence of such compliance in applications for land-use actions.

Finding:

The Plan can provide incentives for new development, which must comply with the Comprehensive Plan sections on water resources. Therefore, the Plan conforms to this section of the Comprehensive Plan.

6.0 ENVIRONMENTAL QUALITY

6.4 ENVIRONMENTAL QUALITY

A. The City shall comply with all applicable state and federal noise, air, water and land quality regulations.

C. The City shall not allow any waste or process discharges from future development which is within its jurisdiction, and which, when combined with such discharges from existing development, will threaten to violate, or violate, applicable state or federal regulations.

D. The City shall ensure that new developments are designed and sited in a manner, which complies with state noise standards, and so that noise sensitive properties, e.g. hospital or nursing home, are not adversely affected by new development.

Finding:

The Plan can provide incentives for new development, which must comply with the Comprehensive Plan sections on environmental quality. Therefore, the Plan conforms to this section of the Comprehensive Plan.

7.0 NATURAL HAZARDS

7.4 FLOODING

A. *The City, in cooperation with federal and state agencies, shall continue to collect and refine information which delineates areas of known or potential flooding, and to incorporate said information into this ordinance as it becomes available.*

B. *The City shall not plan for, nor locate, intensive urban development in known areas of flooding, as designated by the final FEMA flood map. The City shall assure that maximum protection is afforded to life and property in known areas of flooding by implementing special building standards and procedures in such areas. Development in flood hazard areas shall not be allowed unless appropriate safeguards to prevent loss of life and property damage are provided.*

Finding:

The Plan can provide incentives for new development and that new development will comply with the Comprehensive Plan sections on flooding. Therefore, the Plan conforms to this section of the Comprehensive Plan.

8.0 RECREATION

8.2 RECREATION

A. *The City shall encourage development which helps satisfy the recreational needs of its citizens and visitors.*

B. *The City shall continue to cooperate with other public and private organizations with recreational interests or responsibilities, so as to meet the community's recreational needs in a comprehensive and coordinated manner.*

C. *The City shall support economic development activities, which improve or expand recreational opportunities for tourists in and around the community.*

D. *The City shall develop parks and related recreational facilities, in such a way as to be conveniently located, accessible to all age groups, and capable of supporting a variety of recreational activities.*

Finding:

There are three parks in the Area. There is a project category for infrastructure improvements including improvements to parks. Therefore, the Plan conforms to this section of the Comprehensive Plan.

9.0 COMMERCE AND INDUSTRY

9.3 COMMERCE AND INDUSTRY

A. *The City shall encourage and support activities intended to improve or diversify the local economy. Such encouragement and support shall be rendered consistent with the Harney County Overall Economic Development Plan, and the work of the County Economic Development Committee.*

C. *The City shall encourage and support major commercial and industrial development where public facilities and services presently exist, or where they can be readily, efficiently, and economically provided.*

E. *In recognition of the current supply of serviced commercial and industrial lands and*

unoccupied buildings, the City shall encourage and support use of these existing sites.

Finding:

There is funding in the Plan for the rehabilitation of existing buildings in the Area where public services presently exist. Improvement of commercial building inventory is consistent with the Harney County Overall Economic Development Plan and the work of the county Economic Development Committee. Therefore, the Plan conforms to this section of the Comprehensive Plan.

10.0 HOUSING

10.4 HOUSING

A. *The City shall encourage and support the provision of adequate numbers of housing units, at affordable price ranges and rent levels, and in various locations, types, and densities, consistent with the needs reflected in local housing data and trends.*

C. *The conversion of urbanizable land to urban land for housing purposes shall be consistent with housing needs and the availability of necessary public facilities and services.*

D. *The City shall assure efficient and orderly conversion of urbanizable land to urban residential purposes through appropriate land development implementation measures, such as subdivision and partitioning regulations.*

E. *The City shall encourage and support housing rehabilitation through available state and federal programs to the greatest extent practical.*

Finding:

There is funding in the Plan for incentives to increase the development of new housing and the rehabilitation of the existing housing stock. Some of the potential sites include those recently annexed into the city limits. The First Amendment adds 40 vacant residential lots in the Burns IE subdivision, served by new public water, sewer and street improvements, consistent with policies (B) and (C) above. There is presently a deficit of housing in the City and the provision of new housing will address that deficit and provide new housing options for City residents. Therefore, the Plan conforms to this section of the Comprehensive Plan.

11.0 PUBLIC FACILITIES AND SERVICES

11.8 GENERAL

A. *The City shall seek to develop a timely, orderly, and efficient arrangement of public facilities and services for the community.*

B. *The City shall encourage new development first in areas where adequate public facilities and services currently exist, and secondly, in areas where such facilities and services can be readily extended.*

Finding:

There is funding in the Plan for infrastructure improvements in the Area. The West B Street

Addition is served by water, sewer and street improvements recently completed by the City, so new housing on the added lots will occur where adequate public facilities exist, consistent with policy (B) above. Therefore, the Plan conforms to this section of the Comprehensive Plan.

11.9 **WATER SERVICES**

C. New development in the City shall be required to install water improvements which meet minimum pressure and flow standards of the City.

D. The City shall continue to develop, whenever practical, a loop-configured distribution system and standard pipe sizes.

E. The City shall continue to require connection to the municipal system by land-uses inside the City whenever practical; however, it shall also continue to allow individual water wells to supply land-uses where City water service is impractical, but only when such individual wells are approved by the Oregon Water Resources Department.

Finding:

There is funding in the Plan for infrastructure improvements including water system improvements. Therefore, the Plan conforms to this section of the Comprehensive Plan.

11.10 **SEWER SERVICE**

A. The City shall continue to rehabilitate and improve the sewer system whenever practical, including elimination of inflow and infiltration problems, and replacement of deteriorated pipelines and pumps.

B. The City shall continue to require connection to the sewer system for all land-uses inside the City, except in those cases where such connection is physically impractical, in which case individual septic disposal systems shall be acceptable if approved by the Oregon Department of Environmental Quality.

C. The City shall continue to provide sewer service primarily to land-uses inside the City, as well as for the Burns Paiute Indian Reservation and the Norris Addition. Sewer service shall not be extended to land-uses outside the City except in extraordinary cases deemed to be in the best interest of the City, or when required by compelling reasons of public health and welfare.

Finding:

There is funding in the Plan for infrastructure improvements including sewer improvements. Therefore, the Plan conforms to this section of the Comprehensive Plan.

11.11 **STORM DRAINAGE**

A. The City shall treat storm drainage as a major public facility and serve consideration in community development. The City shall support and encourage, and may require from new development, storm drainage facilities which, emphasize the use of natural drainage ways; emphasizes the use of detention or other holding facilities; minimizes amount of impervious surfaces; provides storm water easements conforming substantially to natural drainage ways; maintains unrestricted flow from run-off originating elsewhere; allows a mechanism to control the rate of run-off discharge so

that excess capacity of drainage ways does not occur; protects each structure and lot from run-off damage; insures the downstream properties and/or structures will not be harmed from run-off originating from the new development; and connects to an approved drainage way.

B. *The City shall carefully review all development proposals for projects in the western urban area and immediately west of the Urban Growth Boundary, so as to evaluate the potential for storm drainage impacts on surrounding areas, and to suggest measures to prevent potential problems.*

C. *The City shall manage storm drainage through detention techniques rather than pipeline or ditch conveyances, to the greatest extent practical. The City shall cooperate with private land owners in developing storm drainage detention facilities which will either retain run off for year-round use; recharge ground water supplies; enhance vegetative and wildlife habitats; or serve as a source of irrigation water.*

D. *The City shall not allow new development to drain significant amounts of storm water into the Highway 20/395 drainage system; but instead, shall require that such drainage be directed toward the sump area in southwest Burns.*

Finding:

There is funding in the Plan for infrastructure improvements including storm water management improvements. Therefore, the Plan conforms to this section of the Comprehensive Plan.

11.12 **POLICE AND FIRE SERVICES**

A. *The City shall plan for increases in police and fire services, commensurate with community growth and increased service demands.*

B. *The City shall continue to coordinate its police and fire services with those of other agencies in the area.*

Finding:

Any new development will be processed through the city's building department and will conform with the requirements for development.

11.14 **MEDICAL AND HEALTH FACILITIES**

The City shall continue to coordinate community development activities with the affected medical and health programs of other agencies, so as to support and encourage adequate medical and health services.

Finding:

The provision of new housing resources and activities that will support a strong economic community will also support the medical and health services in the Area. Therefore, the Plan conforms to this section of the Comprehensive Plan.

11.15 **SCHOOLS**

The City shall continue to coordinate community development activities with local school districts, so as to support and encourage long-range school facility and program planning

consistent with community growth trend.

Finding:

Providing new and improved housing in the Area will help provide safe housing for school children and additional residential opportunities for children. The City has coordinated the preparation of this Plan with the local school district. Therefore, the Plan conforms to this section of the Comprehensive Plan.

12.0 TRANSPORTATION

12.6 **GENERAL**

A. The City shall encourage and support a safe, convenient, and economic transportation system for the community.

B. The City shall encourage all appropriate modes of transportation, including vehicle, pedestrian, bicycle, rail, air, and mass transit, wherever practical. Handicapped access shall be promoted in all transportation modes.

C. The City shall seek to avoid principal reliance upon any one mode of transportation, and to minimize adverse social, economic, environmental, or energy impacts resulting from transportation activities.

M. All development proposals, plan amendments, or zone changes shall conform with the adopted Transportation System Plan.

12.7 **STREETS**

B. The City shall continue to improve streets to current City standards wherever needed and practical.

D. The City shall plan, improve, and designate streets, such that through traffic in residential neighborhoods is minimized; and through traffic in commercial and industrial areas is disbursed, to the greatest extent practical.

12.10 **BICYCLES**

The City shall continue to support and encourage bicycle transportation, and the use of bike paths and other appropriate rights-of-way for such activities, recognizing their significant transportation, energy, and social values to the community.

Finding:

There is transportation and pedestrian/bicycle route funding in the Plan to help encourage a safe, convenient and economic transportation system. Therefore, the Plan conforms to this section of the Comprehensive Plan.

13.0 ENERGY

13.6 **DEVELOPMENT STANDARDS**

A. The City shall encourage and support development standards or designs which promote energy conservation.

B. *The City shall encourage developments to be designed, wherever possible, to assure and/or improve access to renewable energy resources.*

C. *The City shall encourage developments to be designed, wherever practical, to include pedestrian or bicycle walkways or paths.*

D. *The City shall encourage energy-efficient development standards and design through incentives for energy-efficient features.*

Finding:

There is a building improvement program in the Plan which could provide for energy-related improvements. The Plan also includes projects to improve and facilitate the development of pedestrian and bicycle walkways or paths. Therefore, the Plan conforms to this section of the Comprehensive Plan.

B. Economic Opportunities Analysis for Burns and Hines in Harney County, June 2019 (pgs. xi–xii).

The conclusions and recommendations about commercial- and industrial-land sufficiency for Burns are:

Burns will need to address key infrastructure needs in the City, especially for development of industrial land. *Lack of infrastructure (including water, wastewater, and transportation) to service industrial land is a barrier to the development of industrial land and can be a barrier to the development of commercial land. The City will need to work with landowners and developers to develop infrastructure to serve key industrial sites. One approach could be reviewing industrial land on a site-by-site basis to identify infrastructure deficits and align these needs with the capital improvement plan and other master-plan updates, such as water and wastewater.*

Identify opportunities for infill development or redevelopment. *Burns' downtown area is generally built out, with few areas with vacant land. Burns can build on the inventory of redevelopment potential that the Community Response Team developed for businesses on Broadway Avenue to identify opportunities for infill and redevelopment in downtown. Redevelopment could involve the substantial renovation of, change in use of, or demolition of existing buildings, as well as the building of newer, more productive buildings. Infill development may include the expansion of existing buildings or building new structures adjacent to existing buildings. In both cases, new development that increases capacity for business activity is an opportunity.*

The ongoing brownfields project will identify a few sites in Burns that are suspected brownfields, and it will assess pollution and contamination on those sites. If the sites are brownfields and contamination is remediated, these sites provide opportunity for redevelopment for commercial, industrial, or residential uses.

Finding: The projects identified in the Plan provide for improvement of the conditions of the buildings in the Area and improvement to the infrastructure in the Area. These improvements are intended to enhance the Area and make it more inviting for businesses to remain in the Area and for new businesses to establish in the Area. The First Amendment adds 10 industrial lots in the Burns IE subdivision that now have water, sewer and street access, which responds to the Analysis's finding that lack of infrastructure is a barrier to development of industrial land in Burns. Therefore, the Plan conforms to the *Economic Opportunities Analysis for Burns and Hines in Harney County*.

C. City of Burns Zoning Ordinance

The purpose of the Zoning Ordinance is to implement the Burns Comprehensive Plan as adopted by the City Council, to comply with ORS Chapters 227 and 197 and to promote the public health, safety and welfare of the citizens of the City of Burns.

3.5 SINGLE-FAMILY RESIDENTIAL (RS) ZONE

1. **Purpose**

To provide areas which will be developed with single-family detached dwellings and characterized by a high ratio of home ownership; to stabilize and protect the essential characteristics of low-density residential environments; to promote and encourage a suitable low-density environment for activities associated with family life; and to allow certain non-residential uses that are deemed to be compatible with the low-density residential environment.

3.6 SINGLE-FAMILY RESIDENTIAL/MOBILE HOME (RS/MH) ZONE

1. **Purpose**

To provide areas similar to single-family residential in density and character, while also allowing the outright placement of single mobile homes on individual lots; and to afford maximum flexibility and opportunity for meeting projected mobile home housing needs in the City.

3.7 MULTI-FAMILY RESIDENTIAL (RM) ZONE

1. **Purpose**

To establish sites for moderate and high-density residential developments where full services and adequate transportation facilities are available; and to provide for areas that are characterized primarily for meeting rental housing needs.

3.8 GENERAL COMMERCIAL (CG) ZONE

1. **Purpose**

The General (CG) Commercial zone is intended to preserve and enhance areas within the City dedicated to providing business goods and services to the resident population and the traveler. The intent is to provide compatible standards for the central business district, which is generally oriented to pedestrians, and for the outlying commercial areas that are generally oriented to vehicles.

3.9 LIGHT INDUSTRIAL (IL) ZONE

1. **Purpose**

To provide sites for limited industrial activity in areas close to other types of land-uses, and to provide standards to help assure compatibility with such uses; and to permit only

those industrial uses which should not cause undue negative impacts on surrounding uses.

3.10 HEAVY INDUSTRIAL (IH) ZONE

1. **Purpose**

To provide sites for a wide range of industrial and related uses which may need various types of access, and which, because of the nature of their operation, may or may not be compatible in close proximity to other land-uses; and to permit normal manufacturing and industrial activity subject only to those regulations necessary to control congestion and pollution which may have an adverse affect on the City's livability or conduct of other uses.

3.11 OPEN SPACE (OS) ZONE

1. **Purpose**

The purpose of the Open Space (OS) zone is to conserve and protect needed and desirable open spaces, livestock activities, wildlife resources, hazard areas, natural areas, renewable energy resource sites, surface water run-off areas, and cultural areas; to enhance the value to the public of neighboring open space; and to promote orderly urban development.

3.12 PUBLIC FACILITY (PF) OVERLAY ZONE

1. **Purpose**

To provide areas which are designated by overlay zoning for government or public utility activities, and which can be held or developed by public and utility agencies; and to assure that such public facility development occurs in a manner compatible with surrounding uses.

Finding: The Plan conforms with the City of Burns Zoning Ordinance as the Projects will support the development of parcels in the Area and those parcels will be developed in accordance with the Zoning Ordinance through the normal City of Burns development review process.

XIV. LEGAL DESCRIPTION

The Area is the land described in the City of Burns URA Legal Description recorded June 30, 2022, as Instrument No. 2022-0902, Harney County Records, which restates the boundary adopted by Ordinance No. 21-877, as amended below by the First Amendment.:

6Amendment to the recorded description (First Amendment)

The City of Burns URA Legal Description recorded June 30, 2022, as Instrument No. 2022-0902, Harney County Records, is amended to add the West B Street Addition as follows:

• Call 573 is deleted and replaced with Calls 573 through 626 below.

• Former Call 574 and every call after it, including the calls of Exception Tracts 1 through 10, are renumbered by adding 53 (former Call 574 becomes Call 627, and former Call 848 becomes Call 901). Their text is otherwise unchanged.

• The opening paragraph, the Point of Beginning, Calls 1 through 572 and the exception tracts are unchanged. The West B Street Addition lies in the NE1/4 SW1/4 and NW1/4 SE1/4 of Section 12, T.23S., R.30E., W.M., which are within the SW1/4 and SE1/4 of Section 12 already named in the opening paragraph.

Calls 573 through 627, as amended

573) Thence Northerly on the said east line, [1,380] feet, more or less, to the westerly extension of the south right of way line of West B St., said point being S0°07'56"E 669.74 feet from the Center-West 1/16 corner of said Section 12, marked by a 2-inch iron pipe with a 3-1/4-inch brass disc;

574) Thence Easterly on said westerly extension, S89°22'13"E 49.85 feet, to the east right of way line of Branding Iron Ave.;

575) Thence Southerly on said east right of way line, S0°08'03"E 220.29 feet, to a point of curvature;

576) Thence Southeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°14'13", an arc distance of 31.15 feet, the chord of which bears S44°45'09"E 28.10 feet, to the north right of way line of West A St.;

577) Thence Easterly on said north right of way line, S89°22'16"E 549.00 feet, to a point of curvature;

578) Thence Northeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°59'50", an arc distance of 31.41 feet, the chord of which bears N45°37'49"E 28.28 feet, to the west right of way line of North Quebec Ave.;

579) Thence Northerly on said west right of way line, N0°37'54"E 219.99 feet, to the south right of way line of West B St.;

[1] First Amendment, Ordinance No. 2027-___, adopted _____, 2027.

580) Thence Easterly on the easterly extension of said south right of way line, S89°22'13"E 50.02 feet, to the east right of way line of North Quebec Ave.;

581) Thence Southerly on said east right of way line, S0°37'54"W 219.99 feet, to a point of curvature;

582) Thence Southeasterly on a 20.00 foot radius curve to the left, through a central angle of 90°00'10", an arc distance of 31.42 feet, the chord of which bears S44°22'11"E 28.28 feet, to the north right of way line of West A St.;

583) Thence Easterly on said north right of way line, S89°22'16"E 541.19 feet, to a point of curvature;

584) Thence Northeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°33'12", an arc distance of 31.26 feet, the chord of which bears N45°51'08"E 28.17 feet, to the west right of way line of North Oregon Ave.;

585) Thence Northerly on said west right of way line, N1°04'32"E 220.14 feet, to the south right of way line of West B St.;

586) Thence Easterly on the easterly extension of said south right of way line, S89°08'50"E 49.92 feet, to the east right of way line of North Oregon Ave.;

587) Thence Southerly on said east right of way line and its southerly extension, S1°04'32"W 112.49 feet;

588) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 392.92 feet, to the west right of way line of North McGowan Ave., or its southerly extension;

589) Thence Northerly on said west right of way line, N1°04'26"E 112.51 feet, to the south right of way line of West B St.;

590) Thence Easterly on the easterly extension of said south right of way line, S88°56'57"E 50.02 feet, to the east right of way line of North McGowan Ave.;

591) Thence Southerly on said east right of way line and its southerly extension, S1°04'26"W 112.49 feet;

592) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 509.89 feet, to the west right of way line of North Kearney Ave., or its southerly extension;

593) Thence Northerly on said west right of way line, N1°04'24"E 112.51 feet, to the south right of way line of West B St.;

594) Thence Easterly on the easterly extension of said south right of way line, S88°56'57"E 49.98 feet, to the east right of way line of North Kearney Ave.;

595) Thence Southerly on said east right of way line and its southerly extension, S1°04'24"W 112.49 feet;

596) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 394.92 feet, to

the northerly extension of the west line of Lot 10, Block 13 of the Replatted Brown's Second Addition to Burns, filed in Book 2, Page 42 in the Harney County Plat Records;

597) Thence Southerly on said northerly extension, S1°04'22"W 47.51 feet, to the northwest corner of said Lot 10;

598) Thence Easterly on the north line of said Lot 10, S88°56'58"E 99.97 feet, to the northeast corner thereof;

599) Thence Easterly, S88°55'38"E 15.00 feet, to the west right of way line of North Imperial Ave.;

600) Thence Northerly on said west right of way line, crossing West B St., N1°04'22"E 329.97 feet;

601) Thence Westerly, leaving said west right of way line, N88°55'38"W 114.97 feet;

602) Thence Northerly, N1°04'22"E 2.50 feet;

603) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 394.92 feet, to the east right of way line of North Kearney Ave.;

604) Thence Southerly on said east right of way line, S1°04'24"W 112.51 feet, to the north right of way line of West B St.;

605) Thence Westerly on the westerly extension of said north right of way line, N88°56'57"W 49.97 feet, to the west right of way line of North Kearney Ave.;

606) Thence Northerly on said west right of way line, N1°04'24"E 112.49 feet;

607) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 509.89 feet, to the east right of way line of North McGowan Ave.;

608) Thence Southerly on said east right of way line, S1°04'26"W 112.51 feet, to the north right of way line of West B St.;

609) Thence Westerly on the westerly extension of said north right of way line, N88°56'57"W 49.93 feet, to the west right of way line of North McGowan Ave.;

610) Thence Northerly on said west right of way line, N1°04'26"E 112.49 feet;

611) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 392.91 feet, to the east right of way line of North Oregon Ave.;

612) Thence Southerly on said east right of way line, S1°04'32"W 112.51 feet, to the north right of way line of West B St.;

613) Thence Westerly on the westerly extension of said north right of way line, N89°08'54"W 49.93 feet, to the west right of way line of North Oregon Ave.;

614) Thence Northerly on said west right of way line, N1°04'32"E 207.48 feet;

615) Thence Westerly, leaving said west right of way line, N89°22'09"W 530.83 feet, to the east right of way line of North Quebec Ave.;

616) Thence Southwesterly on said east right of way line, on a 125.00 foot radius curve to the right, through a central angle of 27°41'26", an arc distance of 60.41 feet, the chord of which bears S32°27'29"W 59.82 feet;

617) Thence Southwesterly continuing on said east right of way line, on a 75.00 foot radius curve to the left, through a central angle of 45°40'18", an arc distance of 59.78 feet, the chord of which bears S23°28'03"W 58.21 feet;

618) Thence Southerly continuing on said east right of way line, S0°37'54"W 103.01 feet, to the north right of way line of West B St.;

619) Thence Westerly on the westerly extension of said north right of way line, N89°22'13"W 50.01 feet, to the west right of way line of North Quebec Ave.;

620) Thence Northerly on said west right of way line, N0°37'54"E 103.01 feet, to a point of curvature;

621) Thence Northeasterly continuing on said west right of way line, on a 125.00 foot radius curve to the right, through a central angle of 45°40'18", an arc distance of 99.64 feet, the chord of which bears N23°28'03"E 97.02 feet;

622) Thence Northeasterly continuing on said west right of way line, on a 75.00 foot radius curve to the left, through a central angle of 14°42'23", an arc distance of 19.25 feet, the chord of which bears N38°57'00"E 19.20 feet;

623) Thence Westerly, leaving said west right of way line, N89°22'09"W 645.08 feet, to the east right of way line of Branding Iron Ave.;

624) Thence Southerly on said east right of way line, S0°08'03"E 207.49 feet, to the north right of way line of West B St.;

625) Thence Westerly on the westerly extension of said north right of way line, N89°22'13"W 49.93 feet, to the said east line of the W1/2 W1/2 of Section 12, said point being S0°07'56"E 609.72 feet from said Center-West 1/16 corner;

626) Thence Northerly on the said east line, [3,250] feet, more or less, to the northeast corner of said W1/2 W1/2 of Section 12;

627) Thence Westerly on the north line of said Section 12, 1336 feet, more or less, to the Point of Beginning.

[Exception Tracts 1 through 10 follow, unchanged except for call numbering.]

Area. The West B Street Addition contains 1,018,024 square feet (23.37 acres), more or less: about 19.42 acres in lots and 3.95 acres in public right of way.

Description by plat lot numbers after recording

Upon recording, the West B Street Addition will consist of Lots 7 through 16, 31 through 41, 55 through 68, and 82 through 96, BURNS IE, recorded as Instrument No. _____, Harney County Plat Records, together with the right-of-way of West B Street between the West 1/16 line of Section 12 and the west right-of-way line of N Imperial Avenue, including the portions of the intersecting avenues lying between the West B Street right-of-way lines prolonged and the corner rounding adjacent to the included lots at West B Street. Lots 81 and 97 of Burns IE and Lots 1 and 10, Block 13, Replatted Brown's Second Addition, are not included.

If any conflict appears between the amended metes and bounds description and the lot description, the metes and bounds description controls.

Report Accompanying the First Amendment to the Burns Urban Renewal Plan

West B Street Addition

This document remains draft until the City Council adopts the First Amendment to the Burns Urban Renewal Plan.

DRAFT FOR REVIEW, November 5, 2026

LIST OF PARTICIPANTS

Mayor

[Name]

City Council

[Council members]

Urban Renewal Agency Board

Bryan Garo, Chair
Jen Hoke
Susan Lowe
Shane Brockmann
Tod Gahley
Chase Patterson
Andrew Roy

Planning Commission

[Commission members]

City of Burns Staff

Brenda Engebretson, City Manager
Ty Richardson, Public Works Director
Tiffany Leffler, Secretary/Clerk

Harney County

Corey Hill, Assessor
Kenny Delano, County Surveyor

Consulting Team

Catalyst Public Policy Advisors, LLC: Nick Green
H.A. McCoy Engineering & Surveying, LLC: Jason L. Simes, PLS (boundary description)

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XI. REASONS FOR SELECTION OF THE WEST B STREET ADDITION

XII. RELOCATION REPORT

Exhibit A - Amended Legal Description of the Area (West B Street Addition)

Exhibit B - Key to the Burns IE Plat

Exhibit C - West B Street Addition Map

Definitions

The definitions in Section I of the Burns Urban Renewal Plan apply to this Report. In addition:

"2021 Report" means the Report Accompanying the Burns Urban Renewal Plan prepared for the original adoption of the Plan.

"Burns IE" means the subdivision plat of that name, City of Burns Planning File QCPF-002-2024, to be recorded after the effective date of the First Amendment.

"First Amendment" means the First Amendment to the Burns Urban Renewal Plan, a substantial amendment adopted by Ordinance No. 2027-____.

"SPWF Loan" means the City's Special Public Works Fund loan from Business Oregon of $550,000 at 5.10% for 30 years.

"West B Street Addition" or "Addition" means the approximately 23.37 acres added to the Area by the First Amendment described in Exhibit A and shown in Figure 1.

I. INTRODUCTION

The Report Accompanying the First Amendment to the Burns Urban Renewal Plan (Report) contains background information and project details for the First Amendment. The Report is not a legal part of the Plan, but it is intended to provide public information and support the findings made by the City Council as part of the approval of the First Amendment.

The First Amendment adds approximately 23.37 acres along West B Street, from N Imperial Avenue west to the east line of the Miller Springs development, to the Area. The Addition includes 50 lots of the proposed Burns IE subdivision, totaling 19.42 acres, and 3.95 acres of public rights-of-way, including West B Street. Forty of the lots are planned for housing and ten are planned for industrial use. The First Amendment does not change the maximum indebtedness of $30,300,000, the goals and objectives of the Plan, or the project categories. The 2021 Report remains the record for the original adoption. This Report addresses the information required by ORS 457.087 as it relates to the First Amendment.

Sections II, X and XI describe the West B Street Addition. Sections IV, V, VII, VIII and IX address the Area as amended, because the financial projections, the fiscal impact and the statutory limits are measured for the whole Area.

The First Amendment is a substantial amendment under Section VII.A of the Plan because it adds more than 1% of the acreage of the Area. It therefore follows the same process as the original adoption, including consultation with the affected taxing districts, review by the Planning Commission, presentation to the Harney County Board of Commissioners, notice to City utility customers under ORS 457.120, and a public hearing before the City Council.

Table 1 - Land in the West B Street Addition

Land	Lots	Square feet	Acres
Residential lots (Lots 31 to 41, 55 to 68 and 82 to 96)	40	321,972	7.39
Industrial lots (Lots 7 to 16)	10	524,040	12.03
Subtotal, lots	50	846,012	19.42
Public rights-of-way		172,012	3.95
Total West B Street Addition		**1,018,024**	**23.37**

Source: Exhibit A and the final draft Burns IE plat (H.A. McCoy Engineering & Surveying, October 2026).

Table 2 shows the statutory references for the information in this Report.

Table 2 - Statutory References

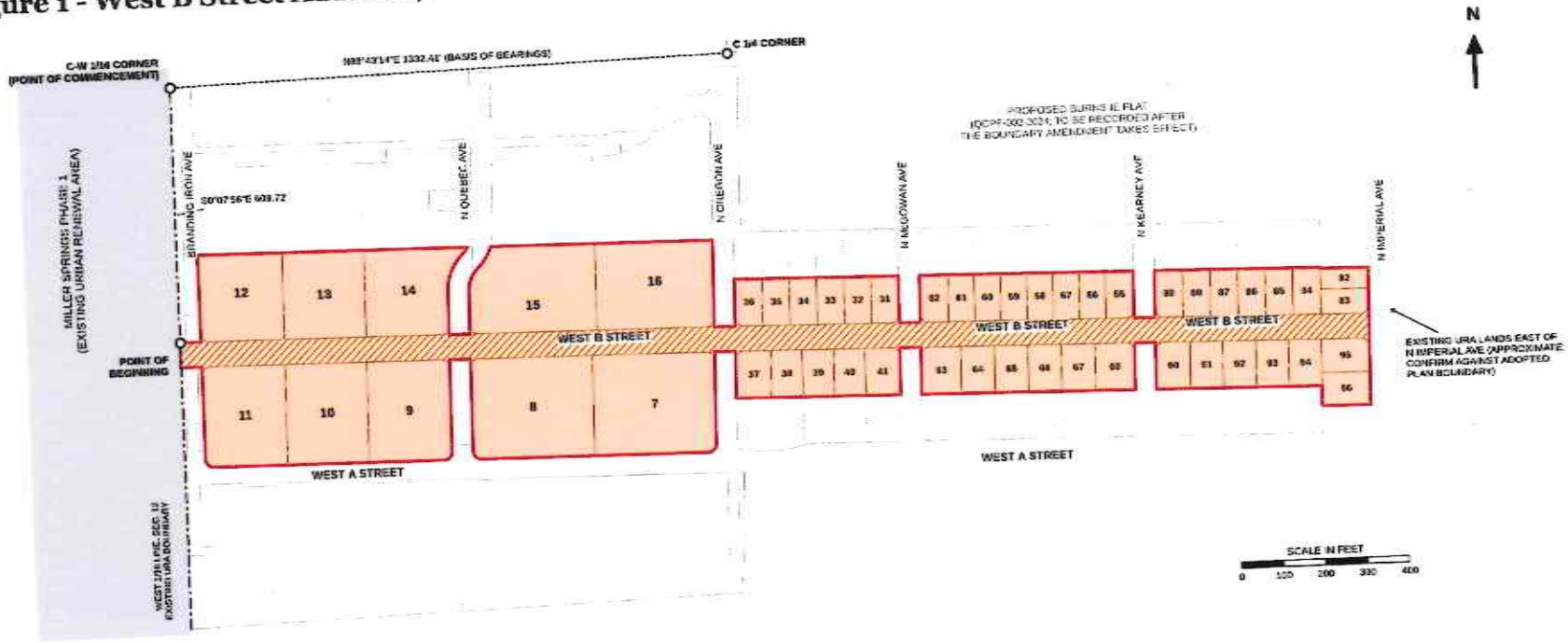
Statutory Requirement	Report Section
ORS 457.087 (1)	X, VIII
ORS 457.087 (2)	XI
ORS 457.087 (3)	II
ORS 457.087 (4)	III
ORS 457.087 (5)	VI
ORS 457.087 (6)	IV, V
ORS 457.087 (7)	IV, V
ORS 457.087 (8)	VIII

ORS 457.087 (9)	XII

Source: ORS 457.087, as cited in the 2021 Report.

The West B Street Addition is shown in Figure 1. The amended boundary of the whole Area is shown in Figure 1 of the Plan, as amended by the First Amendment.

Figure 1 - West B Street Addition, Burns Urban Renewal Area, First Amendment



Proposed expansion boundary (Exhibit A)

Included lot (number per proposed Burns IE plat; see Exhibit B)

Included public right-of-way (West B Street, Branding Iron Ave. to N Imperial Ave.)

Existing URA: Miller Springs Phase 1 (schematic)

Proposed plat linework, for reference

AREA SUMMARY
Included lots (50): 846,012 sq. ft. (19.42 ac)
West B Street and intersection right-of-way: 172,012 sq. ft. (3.95 ac)
Total expansion area: 1,018,024 sq. ft. (23.37 ac), more or less
Share of 481.35-acre Plan Area: about 4.86%

NOTES
1. Not a survey. Prepared for the URA amendment packet from the proposed Burns IE plat (R.A. McCoy Engineering & Surveying, Oct. 2026).
2. Basis of bearings: N89°43'14"E along the north line of the NE 1/4 SW 1/4, Section 12, per the proposed plat.
3. Exhibit A controls. Lot numbers are reference keys only and take effect when the Burns IE plat records, after this amendment.
4. Existing URA shading and labels are schematic.

II. THE PROJECTS IN THE AREA AND THE RELATIONSHIP BETWEEN URBAN RENEWAL PROJECTS AND THE EXISTING CONDITIONS IN THE URBAN RENEWAL AREA

The projects in the Plan and their relationship to existing conditions in the original Area are described in Section II of the 2021 Report and are unchanged. This section describes how those projects relate to conditions in the West B Street Addition.

Infrastructure

Existing Conditions: Before the City's recent improvements, the land in the Addition was not served by the water, sewer and street improvements needed for development. The lots lie within early townsite plats, Replatted Northwest Townsite Company's First Addition to Burns and Replatted Brown's Second Addition to Burns, that were never built out. Portions of the platted rights-of-way were vacated (Instrument No. 2026-0225) so the land could be replatted as Burns IE. The City financed water, sewer and street improvements serving the Burns IE lots with the SPWF Loan. [Confirm the scope and completion status of the improvements with City Public Works.]

The First Amendment adds Infrastructure item 7, West B Street Infrastructure, to Section VI.B of the Plan. Under that item the Agency may reimburse the City for all or part of the debt service on the SPWF Loan under an intergovernmental agreement, including payments that retire the loan early. Repaying the cost of infrastructure that removed the lack of streets and utilities in the Addition relates directly to the conditions described in Section X.

Housing Development/Redevelopment

Existing Conditions: Burns has a shortage of housing, as described in the 2021 Report, and the forty residential lots in the Addition are vacant. The Plan's housing incentives, including the New Home rebate program and payment of system development charges, are available for new homes on these lots as they are elsewhere in the Area. This Report assumes homes priced for middle-income buyers, with a real market value of about $325,000 each.

Industrial Land

Existing Conditions: The ten industrial lots in the Addition are vacant. No industrial property has sold in Burns in the past ten years, and this Report assumes no industrial development during the life of the Plan. The lots are included because they front West B Street and are served by the same improvements, and including them keeps the Area contiguous and the boundary regular. Any industrial value that does occur would add to tax increment revenues.

III. THE ESTIMATED TOTAL COST OF EACH PROJECT AND THE SOURCES OF MONEYS TO PAY SUCH COSTS

The First Amendment does not change the project cost allocations in the Plan. Table 3 restates the costs from Table 2 of the 2021 Report. The West B Street Infrastructure item is funded within the existing Infrastructure allocation, and incentives for homes in the Addition are funded within the existing Housing Development/Redevelopment

allocation.

Table 3 - Estimated Cost of Each Project Category, as Adopted in 2021 and Unchanged by the First Amendment

Project Category	Constant FYE 2021	Year of Expenditure
Development/Redevelopment	$5,408,454	$9,174,674
Infrastructure	$5,408,454	$9,174,674
Housing Development/Redevelopment	$5,408,454	$9,174,674
Administration/Finance Fees	$1,615,793	$2,680,733
Total	**$17,841,156**	**$30,204,756**

Source: 2021 Report, Table 2 (City of Burns and Tiberius Solutions).

Table 4 shows the costs related to the West B Street Addition and the expected sources of money.

Table 4 - Costs Related to the West B Street Addition

Item	Estimated cost	Source of money
West B Street Infrastructure: SPWF Loan reimbursement	$550,000 principal; $36,187 annual debt service beginning FYE 2028	Tax increment revenue from the Area under a City and Agency intergovernmental agreement
New Home rebates, 40 homes	About 7% of increment from each home, per the rebate program	Tax increment revenue
System development charges, 40 homes	About $19,744 per home; about $789,760 total	Tax increment revenue, or advances or loans from other public bodies under Plan Section X
Administration	Within existing allocation	Tax increment revenue

Source: SPWF Loan terms; Burns URA incentive program; Catalyst Public Policy Advisors.

[Confirm the SPWF Loan number, closing date and final terms. If the Board chooses to finance SDCs and rebates through a Moderate Income Revolving Loan or an R3 Strategies credit line, describe that source here. Counsel should review any R3 arrangement because R3 is also an incentive applicant.]

IV. FINANCIAL ANALYSIS OF THE PLAN

The financial analysis in the 2021 Report projected tax increment revenue for the original Area through FYE 2052. This section adds the projected revenue from the West B Street Addition. Table 6 then restates the projection for the whole Area as amended, using the tax increment certified by the Harney County Assessor for FYE 2023 through FYE 2027 in place of the 2021 projections for those years.

Assumptions for the West B Street Addition

- Frozen base: the assessed value of the Addition on the assessment roll last certified before the effective date of the First Amendment, as certified by the Assessor. Because the land is vacant, the frozen base is expected to be small. [Assessor to confirm.]
- New homes: forty homes, each with a real market value of $325,000.
- Changed property ratio: 55.566%, the residential ratio for the Miller Springs neighborhood (MS1), giving assessed value of about $180,590 per home. The neighborhood 011 ratio of 48.876% would lower revenue by about 12%.
- Absorption: four homes a year, the ten-year average pace in Burns, with the first homes on the roll for FYE 2029 and the last in FYE 2038.

- Growth: 3% a year in assessed value after a home is first assessed.
- Industrial lots: no development and no new value.
- Tax rate: the combined permanent rates of the six overlapping taxing districts, $17.2494 per $1,000 of assessed value (FYE 2026). Local option levies and bonds are not affected by tax increment financing and are excluded.
- Collections: 100% of the amount levied. At a 95% collection rate, revenue would be about 5% lower.

Table 5 - Projected Tax Increment Revenue from the West B Street Addition

Fiscal year	Homes on roll	Increment AV	Tax increment revenue
FYE 2029	4	$722,358	$12,460
FYE 2030	8	$1,466,387	$25,294
FYE 2031	12	$2,232,736	$38,513
FYE 2032	16	$3,022,076	$52,129
FYE 2033	20	$3,835,097	$66,153
FYE 2034	24	$4,672,508	$80,598
FYE 2035	28	$5,535,041	$95,476
FYE 2036	32	$6,423,450	$110,801
FYE 2037	36	$7,338,512	$126,585
FYE 2038	40	$8,281,025	$142,843
FYE 2039	40	$8,529,456	$147,128
FYE 2040	40	$8,785,339	$151,542
FYE 2041	40	$9,048,900	$156,088
FYE 2042	40	$9,320,367	$160,771
FYE 2043	40	$9,599,978	$165,594
FYE 2044	40	$9,887,977	$170,562
FYE 2045	40	$10,184,616	$175,679
FYE 2046	40	$10,490,155	$180,949
FYE 2047	40	$10,804,859	$186,377
FYE 2048	40	$11,129,005	$191,969
FYE 2049	40	$11,462,875	$197,728
FYE 2050	40	$11,806,761	$203,660
FYE 2051	40	$12,160,964	$209,769
FYE 2052	40	$12,525,793	$216,062
Total, FYE 2029 to FYE 2052			**$3,264,729**

Source: Catalyst Public Policy Advisors. Increment AV assumes a frozen base of $0 for the Addition; the actual base will be certified by the Assessor.

Actual tax increment has come in well below the 2021 projections. The 2021 Report projected $381,212 for FYE 2027, and the amount certified for FYE 2027 is $105,900.67. The restated projection for the original Area therefore starts from the certified amounts and uses these assumptions:

- FYE 2023 through FYE 2027: tax increment imposed for the Area as shown on the Assessor's Table 4e for each year. FYE 2027 is the adjusted expected revenue of $105,900.67 reported by the Assessor on October 27, 2026, after the reversal of the Miller Springs Founders lots and the addition of exceptions for K4 Properties LLC and Tabil LLC.
- FYE 2028: the Assessor's estimate of about $22,000 for the Miller Springs Founders lots and about $4,300 for the Lincoln Building, added to the FYE 2027

value.

- FYE 2029 and later: 3% annual growth in the total assessed value of the original Area, with the frozen base held at $26,858,960. No other new construction is assumed, so later phases of Miller Springs and other new development would add to these amounts.
- Tax rate and collections: the same as for the Addition, $17.2494 per $1,000 and 100% of the amount levied. Collections in FYE 2024 through FYE 2026 ran between 86% and 90% of the amount imposed in the year it was levied, with the balance received in later years.

Table 6 - Restated Tax Increment Revenue for the Area as Amended

Fiscal year	Original Area	West B Street Addition	Total
FYE 2023 (actual)	$34,028	-	$34,028
FYE 2024 (actual)	$59,189	-	$59,189
FYE 2025 (actual)	$110,957	-	$110,957
FYE 2026 (actual)	$83,744	-	$83,744
FYE 2027 (actual)	$105,901	-	$105,901
FYE 2028	$149,277	-	$149,277
FYE 2029	$167,654	$12,460	$180,114
FYE 2030	$186,583	$25,294	$211,877
FYE 2031	$206,079	$38,513	$244,593
FYE 2032	$226,161	$52,129	$278,290
FYE 2033	$246,844	$66,153	$312,998
FYE 2034	$268,149	$80,598	$348,747
FYE 2035	$290,092	$95,476	$385,568
FYE 2036	$312,694	$110,801	$423,495
FYE 2037	$335,974	$126,585	$462,559
FYE 2038	$359,952	$142,843	$502,795
FYE 2039	$384,650	$147,128	$531,778
FYE 2040	$410,088	$151,542	$561,630
FYE 2041	$436,290	$156,088	$592,378
FYE 2042	$463,278	$160,771	$624,048
FYE 2043	$491,075	$165,594	$656,669
FYE 2044	$519,706	$170,562	$690,268
FYE 2045	$549,197	$175,679	$724,875
FYE 2046	$579,572	$180,949	$760,520
FYE 2047	$610,858	$186,377	$797,235
FYE 2048	$643,082	$191,969	$835,051
FYE 2049	$676,274	$197,728	$874,002
FYE 2050	$710,461	$203,660	$914,121
FYE 2051	$745,674	$209,769	$955,443
FYE 2052	$781,943	$216,062	$998,006
Total, FYE 2023 to FYE 2052	**$11,145,427**	**$3,264,729**	**$14,410,156**

Source: Harney County Assessor, Table 4e (FYE 2023 to FYE 2026) and adjusted FYE 2027 revenue (October 27, 2026); City of Burns URA Annual Financial Report Calculator (November 5, 2026); Catalyst Public Policy Advisors. West B Street Addition amounts are from Table 5.

[The FYE 2027 amount is the Assessor's adjusted figure pending a corrected 2026-27 Table 4e. The FYE 2023 amount is the corrected 2022-23 distribution. Tiberius Solutions, which prepared the 2021 model, could replace the original Area projection with a parcel-level update if the Agency wants one.]

V. THE ESTIMATED AMOUNT OF TAX INCREMENT REVENUES REQUIRED AND THE ANTICIPATED YEAR IN WHICH INDEBTEDNESS WILL BE RETIRED

The maximum indebtedness of the Plan remains $30,300,000. The 2021 Report anticipated that all indebtedness would be retired by FYE 2052. The Addition adds revenue within that period and is not expected to extend it. The restated projection in Table 6 shows about $14.4 million of tax increment revenue for the Area as amended from FYE 2023 through FYE 2052, compared with about $35.1 million in the 2021 Report. Because revenue is running below the 2021 projections, the Agency is not expected to reach the maximum indebtedness by FYE 2052, and the projects funded will be scaled to the revenue received. [Restate the amount of indebtedness issued to date.]

The Addition is expected to generate about $3.26 million of tax increment revenue from FYE 2029 through FYE 2052. Table 7 shows when the SPWF Loan could be repaid under the funding choices the Agency has discussed. The Agency has not selected one. In each case the SPWF Loan has no prepayment penalty, so increment received above scheduled debt service can be applied to principal.

Table 7 - SPWF Loan Repayment Under Alternative Uses of Increment from the Addition

Use of Addition increment	SPWF Loan repaid	City share from other funds (approx.)
All increment applied to the SPWF Loan; no rebates paid from it	FYE 2038	$70,807
Same, at a 95% collection rate	FYE 2039	Not calculated
New Home rebates paid first, balance to the SPWF Loan	FYE 2041	$206,000
Rebates and SDCs paid in cash first, balance to the SPWF Loan	FYE 2041	$275,700
Rebates and SDCs financed with a 10-year, 0% MIRL loan	FYE 2043	$101,500
Rebates and SDCs financed with a subordinate R3 loan at 0%	FYE 2038 (R3 repaid FYE 2043)	$70,807

Source: Catalyst Public Policy Advisors. Scheduled SPWF final payment is FYE 2057. The City's share is the scheduled debt service the City pays from utility revenue before increment from the Addition is sufficient.

VI. THE ANTICIPATED COMPLETION DATE FOR EACH PROJECT

The schedule for the projects in the original Area is shown in Section VI of the 2021 Report and is unchanged. For the projects related to the Addition, the Agency anticipates:

- West B Street Infrastructure: reimbursement of SPWF Loan debt service from FYE 2029, when increment from the Addition is first received, until the loan is repaid, which is projected between FYE 2038 and FYE 2043 depending on the funding choices in Table 7.
- Housing incentives for the Burns IE lots: FYE 2029 through about FYE 2038, as the forty homes are completed.

[If the restated projection changes the timing of other projects, update the 2021 schedule here.]

VII. REVENUE SHARING

Under ORS 457.470, revenue sharing with the overlapping taxing districts begins when annual tax increment revenue exceeds 10% of the maximum indebtedness, which is $3,030,000. The second threshold is 12.5% of the maximum indebtedness, or $3,787,500. The 2021 Report did not project either threshold to be reached. Annual revenue from the Addition is projected to reach about $216,000 by FYE 2052, which by itself would not trigger revenue sharing. For the Area as amended, the restated projection in Table 6 reaches about $1.00 million in FYE 2052, about a third of the first threshold, so revenue sharing is not expected to occur.

VIII. IMPACT OF THE TAX INCREMENT FINANCING

This section describes the impact of tax increment financing from the West B Street Addition on the taxing districts that levy taxes in the Area, both until and after the

indebtedness is repaid. The impact consists of property tax revenue the districts forgo on their permanent rate levies for new value in the Addition. Because the Addition is vacant, almost all of this revenue comes from homes that the Agency expects its improvements and incentives to help bring about. Absent those improvements, the land would be expected to stay vacant.

Harney County School District No. 3 and the Harney Education Service District are not directly affected, because the State School Fund formula largely replaces local property tax revenue foregone to urban renewal. The amounts shown for them are therefore not a direct loss of revenue to the districts. They are shown for completeness.

Table 8 - Projected Impact of the West B Street Addition on Taxing District Permanent Rate Levies

Taxing district	Rate per $1,000	FYE 2029	FYE 2038	FYE 2052	Total FYE 2029 to 2052
Harney County	$4.5016	$3,252	$37,278	$56,386	$852,001
Harney County Park and Recreation District [confirm name]	$0.4143	$299	$3,431	$5,189	$78,413
Harney County Health District [confirm name]	$1.9314	$1,395	$15,994	$24,192	$365,549
City of Burns	$4.6390	$3,351	$38,416	$58,107	$878,006
Harney County School District No. 3	$4.8662	$3,515	$40,297	$60,953	$921,007
Harney Education Service District	$0.8969	$648	$7,427	$11,234	$169,753
Total	**$17.2494**	**$12,460**	**$142,843**	**$216,062**	**$3,264,729**

Source: Catalyst Public Policy Advisors, using FYE 2026 permanent rates.

After the Plan ends and the Addition's increment returns to the tax rolls, the six districts would receive about $216,000 a year in permanent rate revenue from the forty homes, based on FYE 2052 values, compared with about $0 from the vacant land today.

Table 9 restates the impact for the whole Area as amended. Amounts for FYE 2023 through FYE 2027 are the tax increment the Assessor divided from each district. Later years are the restated projection in Table 6, divided among the districts by permanent rate.

Table 9 - Restated Impact on Taxing District Permanent Rate Levies for the Area as Amended

Taxing district	FYE 2023 to 2027 (actual)	FYE 2028 to 2052 (projected)	Total through FYE 2052	Annual revenue after the Plan ends
Harney County	$102,792	$3,657,863	$3,760,655	$260,451
Harney County Park and Recreation District [confirm name]	$9,435	$336,648	$346,083	$23,970
Harney County Health District [confirm name]	$44,101	$1,569,397	$1,613,498	$111,746
City of Burns	$105,934	$3,769,510	$3,875,444	$268,401
Harney County School District No. 3	$111,115	$3,954,126	$4,065,241	$281,546
Harney Education Service District	$20,442	$728,794	$749,235	$51,892
Total	**$393,819**	**$14,016,336**	**$14,410,156**	**$998,006**

Source: Harney County Assessor, Table 4e (FYE 2024 to FYE 2026); City of Burns URA Annual Financial Report Calculator (November 5, 2026); Catalyst Public Policy Advisors. FYE 2023 district amounts are allocated by rate share, as in the FYE 2023 annual financial report, and FYE 2027 district amounts are allocated by each district's FYE 2026 share pending a corrected 2026-27 Table 4e. Revenue after the Plan ends is the FYE 2052 increment at FYE 2026 permanent rates.

[The restated impact replaces Tables 14, 15 and 16 of the 2021 Report for the Area as amended. As with Table 8, the amounts for the School District and the ESD are largely replaced through the State School Fund. Include

the written recommendations of each taxing district and the Council's response in the adoption record.]

IX. COMPLIANCE WITH STATUTORY LIMITS ON ASSESSED VALUE AND SIZE OF URBAN RENEWAL AREA

State law limits the percentage of both a municipality's total assessed value and the total land area that can be contained in an urban renewal area to 25% for municipalities under 50,000 in population. ORS 457.220 also limits the land that may be added to an urban renewal area by amendment to 20% of the land area of the original plan.

With the Addition, the Area contains approximately 504.72 acres, including public rights-of-way. Using the 2,273 acres of the City shown in the 2021 Report, 22.20% of the City's acreage would be in an urban renewal area, below the 25% limit. The Addition is 4.86% of the original 481.35-acre Area, below the 20% limit on land added by amendment.

Table 10 - Urban Renewal Area Conformance with Assessed Value and Acreage Limits

	Acreage	Assessed value
Burns Urban Renewal Area, original	481.35	$26,858,960 (frozen base, FYE 2022)
West B Street Addition	23.37	[Base certified by Assessor]
Area as amended	504.72	[Sum]
City of Burns	2,273 [confirm]	[FYE 2027 City AV]
Percent of City	22.20%	[Percent]
25% of City	568.25	[25% of City AV]

Source: 2021 Report, Table 17; Exhibit A. City acreage and current assessed value to be confirmed with the City and the Harney County Assessor.

Table 11 - Land Added by Amendment

Amendment	Acres added	Cumulative acres	Percent of original Area	ORS 457.220 limit
First Amendment	23.37	23.37	4.86%	20% (96.27 acres)

X. EXISTING PHYSICAL, SOCIAL, AND ECONOMIC CONDITIONS AND IMPACTS ON MUNICIPAL SERVICES

This section describes existing conditions in the West B Street Addition. Conditions in the original Area are described in Section X of the 2021 Report.

Physical Conditions

Land Use: The Addition consists of 50 vacant lots of the proposed Burns IE subdivision and the West B Street right-of-way with the adjoining portions of Branding Iron, N Quebec, N Oregon, N McGowan, N Kearney and N Imperial Avenues. There are no buildings in the Addition. [Describe current ownership and any existing uses, and add site photos.]

Table 12 - Comprehensive Plan and Zoning Designations in the West B Street Addition

Land	Acres	Comprehensive Plan designation	Zoning
Residential lots	7.39	[Residential]	[RS]
Industrial lots	12.03	[Industrial]	[IL]
Public rights-of-way	3.95	n/a	n/a
Total	**23.37**		

Source: City of Burns. [Designations to be confirmed.]

Infrastructure

Streets: [Describe the condition of West B Street and the cross streets before and after the City's improvements, including paving, curbs and sidewalks.]

Water and Sewer: [Describe the water and sewer lines extended to the Burns IE lots with the SPWF Loan, and any remaining capacity needs.]

Stormwater: [Describe drainage facilities serving the Addition.]

Social Conditions

No one lives in the Addition. The social conditions of Burns, including the shortage of housing that the Plan addresses, are described in the 2021 Report. [Add current population and housing data if available, such as the Portland State University population estimate and any City housing needs analysis.]

Economic Conditions

The Addition has little or no taxable value today. [Insert the FYE 2027 assessed value and real market value of the accounts in the Addition from the Assessor.] Because the land is vacant, the improvement to land value ratio is zero, compared with the ratios described for the original Area in the 2021 Report. No industrial property has sold in Burns in the past ten years.

Impact on Municipal Services

The fiscal impact of tax increment financing on the taxing districts is described in Section VIII. Forty new homes will add demand for City water, sewer and street maintenance, and for police and fire services. Water, sewer and street demand will be served by the improvements financed with the SPWF Loan, and new homes will pay system development charges and utility rates. The Agency expects the new housing, and the property taxes it produces after the Plan ends, to offset the cost of serving it.

XI. REASONS FOR SELECTION OF THE WEST B STREET ADDITION

The reason for adding the West B Street Addition is to allow the Agency to fund projects that cure blight in it, chiefly by repaying the cost of the infrastructure that made the land developable and by supporting new housing on it. The Addition is a blighted area under ORS 457.010(1) because of the following conditions, which the City Council will cite in the ordinance adopting the First Amendment:

- ORS 457.010(1)(b), economic dislocation, deterioration or disuse of property resulting from faulty planning: the land was platted in early townsite additions that were never developed.
- ORS 457.010(1)(c), division of property into lots of inadequate size or dimensions for development: the original lots and rights-of-way had to be vacated and replatted before development could occur.
- ORS 457.010(1)(e), inadequate streets and other rights-of-way and utilities: before the City's improvements, the land lacked the water, sewer and street

improvements needed for development.

- ORS 457.010(1)(h), a growing or total lack of proper utilization of areas: the land is vacant and produces little or no property tax revenue despite its location within the city limits next to developing housing.

[Counsel to review the blight findings for the adopting ordinance.]

The boundary of the Addition follows West B Street from N Imperial Avenue west to the west line of the Northeast One-Quarter of the Southwest One-Quarter of Section 12, which is the east line of Miller Springs, Phase 1, and the existing Area boundary. Including the West B Street right-of-way keeps the Addition contiguous with the Area and places the street improvements within it. The First Amendment is adopted before the Burns IE plat is recorded so that the value created by platting and new construction is captured as increment rather than included in the frozen base.

XII. RELOCATION REPORT

There is no relocation anticipated as part of the First Amendment. There are no residents or businesses in the West B Street Addition, and the Agency does not plan to acquire property in it. No existing housing units will be removed or altered. About forty new housing units are expected, with a real market value of about $325,000 each. If the Agency acquires occupied property in the future, it will provide relocation assistance as described in Section IX of the Plan and as required by state law.

EXHIBITS

Exhibit A - Amended Legal Description of the Area (West B Street Addition)
Exhibit B - Key to the Burns IE Plat
Exhibit C - West B Street Addition Map

EXHIBIT A

City of Burns URA Legal Description, as Amended

First Amendment: West B Street Addition

[DRAFT 11.04.2026 for review by Kenny Delano, Harney County Surveyor. Bracketed distances in Calls 573 and 626 to be replaced with the surveyor's values.]

Amendment to the recorded description

The City of Burns URA Legal Description recorded June 30, 2022, as Instrument No. 2022-0902, Harney County Records, is amended to add the West B Street Addition as follows:

- Call 573 is deleted and replaced with Calls 573 through 626 below.
- Former Call 574 and every call after it, including the calls of Exception Tracts 1 through 10, are renumbered by adding 53 (former Call 574 becomes Call 627, and former Call 848 becomes Call 901). Their text is otherwise unchanged.
- The opening paragraph, the Point of Beginning, Calls 1 through 572 and the exception tracts are unchanged. The West B Street Addition lies in the NE1/4 SW1/4 and NW1/4 SE1/4 of Section 12, T.23S., R.30E., W.M., which are within the SW1/4 and SE1/4 of Section 12 already named in the opening paragraph.

Calls 573 through 627, as amended

573) Thence Northerly on the said east line, [1,380] feet, more or less, to the westerly extension of the south right of way line of West B St., said point being S0°07'56"E 669.74 feet from the Center-West 1/16 corner of said Section 12, marked by a 2-inch iron pipe with a 3-1/4-inch brass disc;

574) Thence Easterly on said westerly extension, S89°22'13"E 49.85 feet, to the east right of way line of Branding Iron Ave.;

575) Thence Southerly on said east right of way line, S0°08'03"E 220.29 feet, to a point of curvature;

576) Thence Southeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°14'13", an arc distance of 31.15 feet, the chord of which bears S44°45'09"E 28.10 feet, to the north right of way line of West A St.;

577) Thence Easterly on said north right of way line, S89°22'16"E 549.00 feet, to a point of curvature;

578) Thence Northeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°59'50", an arc distance of 31.41 feet, the chord of which bears N45°37'49"E 28.28 feet, to the west right of way line of North Quebec Ave.;

579) Thence Northerly on said west right of way line, N0°37'54"E 219.99 feet, to the south right of way line of West B St.;

580) Thence Easterly on the easterly extension of said south right of way line, S89°22'13"E 50.02 feet, to the east right of way line of North Quebec Ave.;

581) Thence Southerly on said east right of way line, S0°37'54"W 219.99 feet, to a point of curvature;

582) Thence Southeasterly on a 20.00 foot radius curve to the left, through a central angle of 90°00'10", an arc distance of 31.42 feet, the chord of which bears S44°22'11"E 28.28 feet, to the north right of way line of West A St.;

583) Thence Easterly on said north right of way line, S89°22'16"E 541.19 feet, to a point of curvature;

584) Thence Northeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°33'12", an arc distance of 31.26 feet, the chord of which bears N45°51'08"E 28.17 feet, to the west right of way line of North Oregon Ave.;

585) Thence Northerly on said west right of way line, N1°04'32"E 220.14 feet, to the south right of way line of West B St.;

586) Thence Easterly on the easterly extension of said south right of way line, S89°08'50"E 49.92 feet, to the east right of way line of North Oregon Ave.;

587) Thence Southerly on said east right of way line and its southerly extension, S1°04'32"W 112.49 feet;

588) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 392.92 feet, to

the west right of way line of North McGowan Ave., or its southerly extension;

589) Thence Northerly on said west right of way line, N1°04'26"E 112.51 feet, to the south right of way line of West B St.;

590) Thence Easterly on the easterly extension of said south right of way line, S88°56'57"E 50.02 feet, to the east right of way line of North McGowan Ave.;

591) Thence Southerly on said east right of way line and its southerly extension, S1°04'26"W 112.49 feet;

592) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 509.89 feet, to the west right of way line of North Kearney Ave., or its southerly extension;

593) Thence Northerly on said west right of way line, N1°04'24"E 112.51 feet, to the south right of way line of West B St.;

594) Thence Easterly on the easterly extension of said south right of way line, S88°56'57"E 49.98 feet, to the east right of way line of North Kearney Ave.;

595) Thence Southerly on said east right of way line and its southerly extension, S1°04'24"W 112.49 feet;

596) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 394.92 feet, to the northerly extension of the west line of Lot 10, Block 13 of the Replatted Brown's Second Addition to Burns, filed in Book 2, Page 42 in the Harney County Plat Records;

597) Thence Southerly on said northerly extension, S1°04'22"W 47.51 feet, to the northwest corner of said Lot 10;

598) Thence Easterly on the north line of said Lot 10, S88°56'58"E 99.97 feet, to the northeast corner thereof;

599) Thence Easterly, S88°55'38"E 15.00 feet, to the west right of way line of North Imperial Ave.;

600) Thence Northerly on said west right of way line, crossing West B St., N1°04'22"E 329.97 feet;

601) Thence Westerly, leaving said west right of way line, N88°55'38"W 114.97 feet;

602) Thence Northerly, N1°04'22"E 2.50 feet;

603) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 394.92 feet, to the east right of way line of North Kearney Ave.;

604) Thence Southerly on said east right of way line, S1°04'24"W 112.51 feet, to the north right of way line of West B St.;

605) Thence Westerly on the westerly extension of said north right of way line, N88°56'57"W 49.97 feet, to the west right of way line of North Kearney Ave.;

606) Thence Northerly on said west right of way line, N1°04'24"E 112.49 feet;

607) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 509.89 feet, to the east right of way line of North McGowan Ave.;

608) Thence Southerly on said east right of way line, S1°04'26"W 112.51 feet, to the north right of way line of West B St.;

609) Thence Westerly on the westerly extension of said north right of way line, N88°56'57"W 49.93 feet, to the west right of way line of North McGowan Ave.;

610) Thence Northerly on said west right of way line, N1°04'26"E 112.49 feet;

611) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 392.91 feet, to the east right of way line of North Oregon Ave.;

612) Thence Southerly on said east right of way line, S1°04'32"W 112.51 feet, to the north right of way line of West B St.;

613) Thence Westerly on the westerly extension of said north right of way line, N89°08'54"W 49.93 feet, to the west right of way line of North Oregon Ave.;

614) Thence Northerly on said west right of way line, N1°04'32"E 207.48 feet;

615) Thence Westerly, leaving said west right of way line, N89°22'09"W 530.83 feet, to the east right of way line of North Quebec Ave.;

616) Thence Southwesterly on said east right of way line, on a 125.00 foot radius curve to the right, through a central angle of 27°41'26", an arc distance of 60.41 feet, the chord of which bears S32°27'29"W 59.82 feet;

617) Thence Southwesterly continuing on said east right of way line, on a 75.00 foot radius curve to the left, through a central angle of 45°40'18", an arc distance of 59.78 feet, the chord of which bears S23°28'03"W 58.21 feet;

618) Thence Southerly continuing on said east right of way line, S0°37'54"W 103.01 feet, to the north right of way line of West B St.;

619) Thence Westerly on the westerly extension of said north right of way line, N89°22'13"W 50.01 feet, to the west right of way line of North Quebec Ave.;

620) Thence Northerly on said west right of way line, N0°37'54"E 103.01 feet, to a point of curvature;

621) Thence Northeasterly continuing on said west right of way line, on a 125.00 foot radius curve to the right, through a central angle of 45°40'18", an arc distance of 99.64 feet, the chord of which bears N23°28'03"E 97.02 feet;

622) Thence Northeasterly continuing on said west right of way line, on a 75.00 foot radius curve to the left, through a central angle of 14°42'23", an arc distance of 19.25 feet, the chord of which bears N38°57'00"E 19.20 feet;

623) Thence Westerly, leaving said west right of way line, N89°22'09"W 645.08 feet, to the east right of way line of Branding Iron Ave.;

624) Thence Southerly on said east right of way line, S0°08'03"E 207.49 feet, to the north right of way line of West B St.;

625) Thence Westerly on the westerly extension of said north right of way line, N89°22'13"W 49.93 feet, to the said east line of the W1/2 W1/2 of Section 12, said point being S0°07'56"E 609.72 feet from said Center-West 1/16 corner;

626) Thence Northerly on the said east line, [3,250] feet, more or less, to the northeast corner of said W1/2 W1/2 of Section 12;

627) Thence Westerly on the north line of said Section 12, 1336 feet, more or less, to the Point of Beginning.

[Exception Tracts 1 through 10 follow, unchanged except for call numbering.]

Area. The West B Street Addition contains 1,018,024 square feet (23.37 acres), more or less: about 19.42 acres in lots and 3.95 acres in public right of way.

Description by plat lot numbers after recording

Upon recording, the West B Street Addition will consist of Lots 7 through 16, 31 through 41, 55 through 68, and 82 through 96, BURNS IE, recorded as Instrument No. _____, Harney County Plat Records, together with the right-of-way of West B Street between the West 1/16 line of Section 12 and the west right-of-way line of N Imperial Avenue, including the portions of the intersecting avenues lying between the West B Street right-of-way lines prolonged and the corner rounding adjacent to the included lots at West B Street. Lots 81 and 97 of Burns IE and Lots 1 and 10, Block 13, Replatted Brown's Second Addition, are not included.

If any conflict appears between the amended metes and bounds description and the lot description, the metes and bounds description controls.

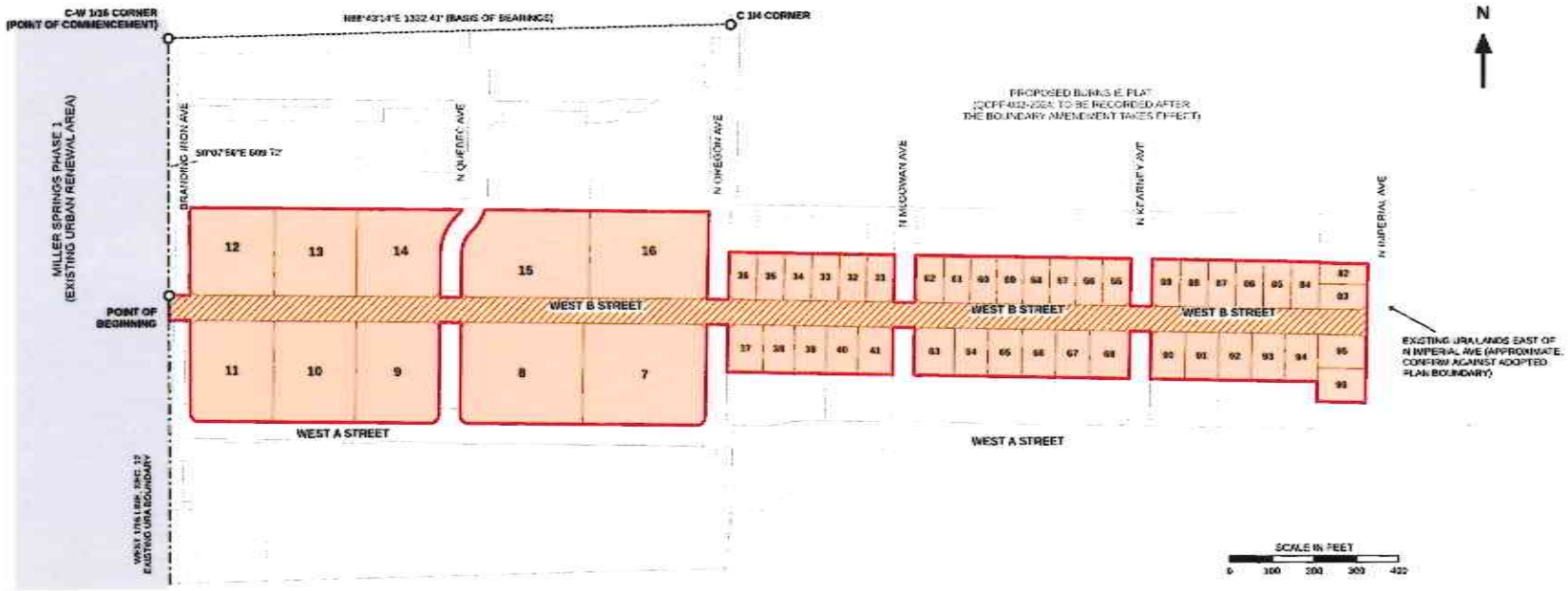
EXHIBIT B
Key to the Proposed Plat of Burns IE

[Attach Exhibit B from the West B Street URA Expansion Exhibits document.]

EXHIBIT C

Burns Urban Renewal Area Boundary Amendment: West B Street Expansion Area

Portions of the NE 1/4 SW 1/4 and NW 1/4 SE 1/4, Section 12, T. 23 S., R. 30 E., W.M., City of Burns, Harney County, Oregon



- Proposed expansion boundary (Exhibit A)
- Included lot (number per proposed Burns IE plat; see Exhibit B)
- Included public right-of-way (West B Street, Branding Iron Ave. to N Imperial Ave.)
- Existing URA, Miller Springs Phase 1 (schematic)
- Proposed plat linework, for reference

AREA SUMMARY
Included lots (50): 845,012 sq. ft. (19.42 ac)
West B Street and intersection right-of-way: 172,012 sq. ft. (3.95 ac)
Total expansion area: 1,018,024 sq. ft. (23.37 ac), more or less
Share of 481.35-acre Plan Area: about 4.86%

NOTES
1. Not a survey. Prepared for the URA amendment packet from the proposed Burns IE plat (H.A. McCoy Engineering & Surveying, Oct. 2026).
2. Basis of bearings: N89°43'14"E along the north line of the NE 1/4 SW 1/4, Section 12, per the proposed plat.
3. Exhibit A controls. Lot numbers are reference keys only and take effect when the Burns IE plat records, after this amendment.
4. Existing URA shading and labels are schematic.

EXHIBIT C

Legal Description and Map of the West B Street Addition, and Amended Legal Description of the Area

Burns Urban Renewal Agency Resolution No. 2026-___

This exhibit has three parts. Part 1 describes the West B Street Addition by metes and bounds. Part 2 is a map of the West B Street Addition. Part 3 amends the recorded legal description of the Area, Instrument No. 2022-0902, Harney County Records, to add the West B Street Addition. If the map in Part 2 differs from the legal descriptions in Parts 1 and 3, the legal descriptions control.

[DRAFT for review by the Harney County Surveyor and the Burns IE plat surveyor under Section 2 of this resolution. The bracketed distances in Calls 573 and 626 of Part 3 are to be replaced with the surveyor's values.]

PART 1. LEGAL DESCRIPTION OF THE WEST B STREET ADDITION

A tract of land located in the Northeast One-Quarter of the Southwest One-Quarter and the Northwest One-Quarter of the Southeast One-Quarter of Section 12, Township 23 South, Range 30 East, Willamette Meridian, City of Burns, Harney County, Oregon, including portions of Replatted Northwest Townsite Company's First Addition to Burns and Replatted Brown's Second Addition to Burns, according to the official plats thereof on file in Harney County, and portions of the public rights-of-way therein, and being more particularly described as follows:

COMMENCING at a 2-inch iron pipe with a 3-1/4-inch brass disc marking the Center-West One-Sixteenth corner of said Section 12; thence along the west line of the Northeast One-Quarter of the Southwest One-Quarter of said Section 12 (the West 1/16 line), which is also the east line of Miller Springs, Phase 1, recorded as Instrument No. 2026-0235, Harney County Plat Records, S0°07'56"E 609.72 feet to its intersection with the westerly prolongation of the north right-of-way line of West B Street, being the POINT OF BEGINNING;

thence the following 53 courses:

1. thence S89°22'13"E 49.93 feet, along the westerly prolongation of the north right-of-way line of West B Street, crossing Branding Iron Avenue, to the east right-of-way line of Branding Iron Avenue;
2. thence N0°08'03"W 207.49 feet, along said east right-of-way line of Branding Iron Avenue;
3. thence S89°22'09"E 645.08 feet, leaving said right-of-way line;
4. thence along a 75.00 foot radius curve to the right, through a central angle of 14°42'23", an arc distance of 19.25 feet, the chord of which bears S38°57'00"W 19.20 feet, along the west right-of-way line of N Quebec Avenue;
5. thence along a 125.00 foot radius curve to the left, through a central angle of 45°40'18", an arc distance of 99.64 feet, the chord of which bears S23°28'03"W 97.02 feet, continuing along said west right-of-way line;
6. thence S0°37'54"W 103.01 feet, continuing along said west right-of-way line to the north right-of-way line of West B Street;
7. thence S89°22'13"E 50.01 feet, along said north right-of-way line of West B Street and its prolongation across N Quebec Avenue, to the east right-of-way line of N Quebec Avenue;
8. thence N0°37'54"E 103.01 feet, along said east right-of-way line of N Quebec Avenue;

9. thence along a 75.00 foot radius curve to the right, through a central angle of 45°40'18", an arc distance of 59.78 feet, the chord of which bears N23°28'03"E 58.21 feet, continuing along said east right-of-way line;
10. thence along a 125.00 foot radius curve to the left, through a central angle of 27°41'26", an arc distance of 60.41 feet, the chord of which bears N32°27'29"E 59.82 feet, continuing along said east right-of-way line;
11. thence S89°22'09"E 530.83 feet, leaving said right-of-way line;
12. thence S1°04'32"W 207.48 feet, along the west right-of-way line of N Oregon Avenue to the north right-of-way line of West B Street;
13. thence S89°08'54"E 49.93 feet, along said north right-of-way line of West B Street and its prolongation across N Oregon Avenue, to the east right-of-way line of N Oregon Avenue;
14. thence N1°04'32"E 112.51 feet, along said east right-of-way line of N Oregon Avenue;
15. thence S88°56'56"E 392.91 feet, leaving said right-of-way line;
16. thence S1°04'26"W 112.49 feet, along the west right-of-way line of N McGowan Avenue to the north right-of-way line of West B Street;
17. thence S88°56'57"E 49.93 feet, along said north right-of-way line of West B Street and its prolongation across N McGowan Avenue, to the east right-of-way line of N McGowan Avenue;
18. thence N1°04'26"E 112.51 feet, along said east right-of-way line of N McGowan Avenue;
19. thence S88°56'56"E 509.89 feet, leaving said right-of-way line;
20. thence S1°04'24"W 112.49 feet, along the west right-of-way line of N Kearney Avenue to the north right-of-way line of West B Street;
21. thence S88°56'57"E 49.97 feet, along said north right-of-way line of West B Street and its prolongation across N Kearney Avenue, to the east right-of-way line of N Kearney Avenue;
22. thence N1°04'24"E 112.51 feet, along said east right-of-way line of N Kearney Avenue;
23. thence S88°56'56"E 394.92 feet, leaving said right-of-way line;
24. thence S1°04'22"W 2.50 feet;
25. thence S88°55'38"E 114.97 feet;
26. thence S1°04'22"W 329.97 feet, along the west right-of-way line of N Imperial Avenue, crossing West B Street;
27. thence N88°55'38"W 15.00 feet, to the northeast corner of Lot 10, Block 13, Replatted Brown's Second Addition to Burns;
28. thence N88°56'58"W 99.97 feet, along the north line of said Lot 10 to the northwest corner thereof;
29. thence N1°04'22"E 47.51 feet, along the northerly prolongation of the west line of said Lot 10;
30. thence N88°56'57"W 394.92 feet;
31. thence N1°04'24"E 112.49 feet, to and along the east right-of-way line of N Kearney Avenue to the south right-of-way line of West B Street;
32. thence N88°56'57"W 49.98 feet, along said south right-of-way line of West B Street and its prolongation across N Kearney Avenue, to the west right-of-way line of N Kearney Avenue;
33. thence S1°04'24"W 112.51 feet, along said west right-of-way line of N Kearney Avenue;
34. thence N88°56'57"W 509.89 feet, leaving said right-of-way line;

35. thence N1°04'26"E 112.49 feet, to and along the east right-of-way line of N McGowan Avenue to the south right-of-way line of West B Street;
36. thence N88°56'57"W 50.02 feet, along said south right-of-way line of West B Street and its prolongation across N McGowan Avenue, to the west right-of-way line of N McGowan Avenue;
37. thence S1°04'26"W 112.51 feet, along said west right-of-way line of N McGowan Avenue;
38. thence N88°56'57"W 392.92 feet, leaving said right-of-way line;
39. thence N1°04'32"E 112.49 feet, to and along the east right-of-way line of N Oregon Avenue to the south right-of-way line of West B Street;
40. thence N89°08'50"W 49.92 feet, along said south right-of-way line of West B Street and its prolongation across N Oregon Avenue, to the west right-of-way line of N Oregon Avenue;
41. thence S1°04'32"W 220.14 feet, along said west right-of-way line of N Oregon Avenue;
42. thence along a 20.00 foot radius curve to the right, through a central angle of 89°33'12", an arc distance of 31.26 feet, the chord of which bears S45°51'08"W 28.17 feet, to the north right-of-way line of West A Street;
43. thence N89°22'16"W 541.19 feet, along said north right-of-way line of West A Street;
44. thence along a 20.00 foot radius curve to the right, through a central angle of 90°00'10", an arc distance of 31.42 feet, the chord of which bears N44°22'11"W 28.28 feet, to the east right-of-way line of N Quebec Avenue;
45. thence N0°37'54"E 219.99 feet, along said east right-of-way line of N Quebec Avenue to the south right-of-way line of West B Street;
46. thence N89°22'13"W 50.02 feet, along said south right-of-way line of West B Street and its prolongation across N Quebec Avenue, to the west right-of-way line of N Quebec Avenue;
47. thence S0°37'54"W 219.99 feet, along said west right-of-way line of N Quebec Avenue;
48. thence along a 20.00 foot radius curve to the right, through a central angle of 89°59'50", an arc distance of 31.41 feet, the chord of which bears S45°37'49"W 28.28 feet, to the north right-of-way line of West A Street;
49. thence N89°22'16"W 549.00 feet, along said north right-of-way line of West A Street;
50. thence along a 20.00 foot radius curve to the right, through a central angle of 89°14'13", an arc distance of 31.15 feet, the chord of which bears N44°45'09"W 28.10 feet, to the east right-of-way line of Branding Iron Avenue;
51. thence N0°08'03"W 220.29 feet, along said east right-of-way line of Branding Iron Avenue to the south right-of-way line of West B Street;
52. thence N89°22'13"W 49.85 feet, along said south right-of-way line of West B Street and its westerly prolongation, crossing Branding Iron Avenue, to the West 1/16 line of said Section 12;
53. thence N0°07'56"W 60.02 feet, along said West 1/16 line to the Point of Beginning.

CONTAINING 1,018,024 square feet (23.37 acres), more or less, of which approximately 846,012 square feet (19.42 acres) lies within lots and approximately 172,012 square feet (3.95 acres) lies within public rights-of-way.

The basis of bearings for this description is North 88°43'14" East between found monuments along the north line of the Northeast One-Quarter of the Southwest One-Quarter of said Section 12, from the Center-West One-Sixteenth corner to the Center One-Quarter corner, a distance of 1,332.41 feet, as established for the proposed plat of Burns IE by H.A. McCoy Engineering & Surveying, LLC (Oregon Datum: ODOT Low

Distortion Projection, NAD83 (2011)). Bearings and distances are grid values on that basis. Where a course is described as running along a right-of-way line or lot line, the bearing and distance shown control.

The west line of the tract (course 53) coincides with the existing Urban Renewal Area boundary along the east line of Miller Springs, Phase 1, which makes the tract contiguous with the existing Urban Renewal Area.

Description after recording of the Burns IE plat

Upon recording, the West B Street Addition will consist of Lots 7 through 16, 31 through 41, 55 through 68, and 82 through 96, BURNS IE, recorded as Instrument No. _____, Harney County Plat Records, together with the right-of-way of West B Street between the West 1/16 line of Section 12 and the west right-of-way line of N Imperial Avenue, including the portions of the intersecting avenues lying between the West B Street right-of-way lines prolonged and the corner rounding adjacent to the included lots at West B Street. Lots 81 and 97 of Burns IE and Lots 1 and 10, Block 13, Replatted Brown's Second Addition, are not included.

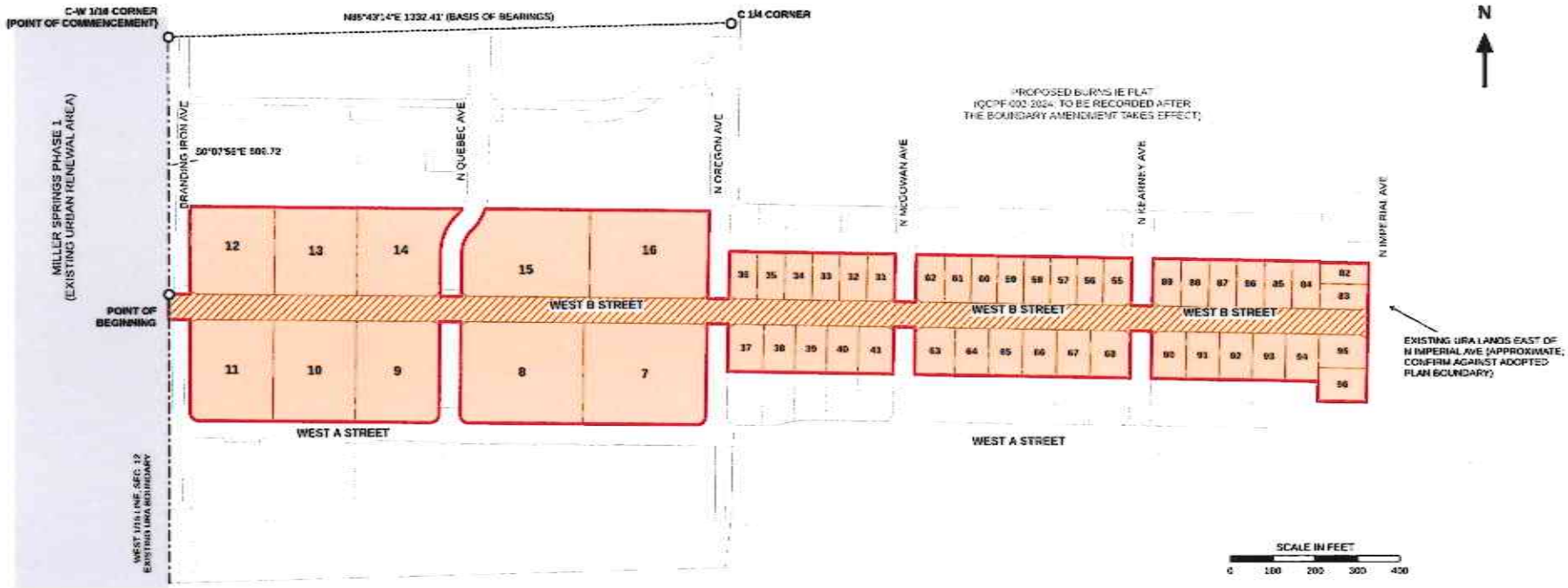
Lot numbers are a key to the plat only. If the lot description and the metes and bounds description above conflict, the metes and bounds description controls.

[Surveyor review: compiled from the record bearings, distances and curve data on the final draft Burns IE plat (H.A. McCoy Engineering & Surveying, October 2026). The traverse closes within 0.01 foot. Street-crossing distances and street-line prolongations are computed rather than record values. To be reviewed and stamped, or replaced, by Jason L. Simes, PLS 83256.]

EXHIBIT C, PART 2: MAP

Burns Urban Renewal Area, First Amendment: West B Street Addition

Portions of the NE 1/4 SW 1/4 and NW 1/4 SE 1/4, Section 12, T. 23 S., R. 30 E., W.M., City of Burns, Harney County, Oregon



West B Street Addition boundary (Exhibit C, Part 1)

Included lot (number per proposed Burns IE plat; key in Report Exhibit B)

Included public right-of-way (West B Street, Branding Iron Ave. to N Imperial Ave.)

Existing URA, Miller Springs Phase 1 (schematic)

Proposed plat linework, for reference

AREA SUMMARY

Included lots (50): 846,012 sq. ft. (19.42 ac)

West B Street and intersection right-of-way: 172,012 sq. ft. (3.95 ac)

Total West B Street Addition: 1,018,024 sq. ft. (23.37 ac), more or less

Share of 481.35-acre Plan Area: about 4.86%

NOTES

1. Not a survey. Prepared for the URA amendment packet from the proposed Burns IE plat (H.A. McCoy Engineering & Surveying, Oct. 2026).
2. Basis of bearings: N89°43'14"E along the north line of the NE 1/4 SW 1/4, Section 12, per the proposed plat.
3. The Part 1 legal description controls. Lot numbers are reference keys only and take effect when the Burns IE plat records, after this amendment.
4. Existing URA shading and labels are schematic.

PART 3. AMENDED LEGAL DESCRIPTION OF THE AREA

The City of Burns URA Legal Description recorded June 30, 2022, as Instrument No. 2022-0902, Harney County Records, is amended to add the West B Street Addition as follows:

- Call 573 is deleted and replaced with Calls 573 through 626 below.
- Former Call 574 and every call after it, including the calls of Exception Tracts 1 through 10, are renumbered by adding 53 (former Call 574 becomes Call 627, and former Call 848 becomes Call 901). Their text is otherwise unchanged.
- The opening paragraph, the Point of Beginning, Calls 1 through 572 and the exception tracts are unchanged. The West B Street Addition lies in the NE1/4 SW1/4 and NW1/4 SE1/4 of Section 12, T.23S., R.30E., W.M., which are within the SW1/4 and SE1/4 of Section 12 already named in the opening paragraph.

Calls 573 through 627, as amended

573) Thence Northerly on the said east line, [1,380] feet, more or less, to the westerly extension of the south right of way line of West B St., said point being S0°07'56"E 669.74 feet from the Center-West 1/16 corner of said Section 12, marked by a 2-inch iron pipe with a 3-1/4-inch brass disc;

574) Thence Easterly on said westerly extension, S89°22'13"E 49.85 feet, to the east right of way line of Branding Iron Ave.;

575) Thence Southerly on said east right of way line, S0°08'03"E 220.29 feet, to a point of curvature;

576) Thence Southeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°14'13", an arc distance of 31.15 feet, the chord of which bears S44°45'09"E 28.10 feet, to the north right of way line of West A St.;

577) Thence Easterly on said north right of way line, S89°22'16"E 549.00 feet, to a point of curvature;

578) Thence Northeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°59'50", an arc distance of 31.41 feet, the chord of which bears N45°37'49"E 28.28 feet, to the west right of way line of North Quebec Ave.;

579) Thence Northerly on said west right of way line, N0°37'54"E 219.99 feet, to the south right of way line of West B St.;

580) Thence Easterly on the easterly extension of said south right of way line, S89°22'13"E 50.02 feet, to the east right of way line of North Quebec Ave.;

581) Thence Southerly on said east right of way line, S0°37'54"W 219.99 feet, to a point of curvature;

582) Thence Southeasterly on a 20.00 foot radius curve to the left, through a central angle of 90°00'10", an arc distance of 31.42 feet, the chord of which bears S44°22'11"E 28.28 feet, to the north right of way line of West A St.;

583) Thence Easterly on said north right of way line, S89°22'16"E 541.19 feet, to a point of curvature;

584) Thence Northeasterly on a 20.00 foot radius curve to the left, through a central angle of 89°33'12", an arc distance of 31.26 feet, the chord of which bears N45°51'08"E 28.17 feet, to the west right of way line of North Oregon Ave.;

585) Thence Northerly on said west right of way line, N1°04'32"E 220.14 feet, to the south right of way line of West B St.;

586) Thence Easterly on the easterly extension of said south right of way line, S89°08'50"E 49.92 feet, to the east right of way line of North Oregon Ave.;

587) Thence Southerly on said east right of way line and its southerly extension, S1°04'32"W 112.49 feet;

588) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 392.92 feet, to the west right of way line of North McGowan Ave., or its southerly extension;

589) Thence Northerly on said west right of way line, N1°04'26"E 112.51 feet, to the south right of way line of West B St.;

590) Thence Easterly on the easterly extension of said south right of way line, S88°56'57"E 50.02 feet, to the east right of way line of North McGowan Ave.;

591) Thence Southerly on said east right of way line and its southerly extension, S1°04'26"W 112.49 feet;

592) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 509.89 feet, to the west right of way line of North Kearney Ave., or its southerly extension;

593) Thence Northerly on said west right of way line, N1°04'24"E 112.51 feet, to the south right of way line of West B St.;

594) Thence Easterly on the easterly extension of said south right of way line, S88°56'57"E 49.98 feet, to the east right of way line of North Kearney Ave.;

595) Thence Southerly on said east right of way line and its southerly extension, S1°04'24"W 112.49 feet;

596) Thence Easterly, parallel with the south right of way line of West B St., S88°56'57"E 394.92 feet, to the northerly extension of the west line of Lot 10, Block 13 of the Replatted Brown's Second Addition to Burns, filed in Book 2, Page 42 in the Harney County Plat Records;

597) Thence Southerly on said northerly extension, S1°04'22"W 47.51 feet, to the northwest corner of said Lot 10;

598) Thence Easterly on the north line of said Lot 10, S88°56'58"E 99.97 feet, to the northeast corner thereof;

599) Thence Easterly, S88°55'38"E 15.00 feet, to the west right of way line of North Imperial Ave.;

600) Thence Northerly on said west right of way line, crossing West B St., N1°04'22"E 329.97 feet;

601) Thence Westerly, leaving said west right of way line, N88°55'38"W 114.97 feet;

602) Thence Northerly, N1°04'22"E 2.50 feet;

603) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 394.92 feet, to the east right of way line of North Kearney Ave.;

604) Thence Southerly on said east right of way line, S1°04'24"W 112.51 feet, to the north right of way line of West B St.;

605) Thence Westerly on the westerly extension of said north right of way line, N88°56'57"W 49.97 feet, to the west right of way line of North Kearney Ave.;

606) Thence Northerly on said west right of way line, N1°04'24"E 112.49 feet;

607) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 509.89 feet, to the east right of way line of North McGowan Ave.;

608) Thence Southerly on said east right of way line, S1°04'26"W 112.51 feet, to the north right of way line of West B St.;

609) Thence Westerly on the westerly extension of said north right of way line, N88°56'57"W 49.93 feet, to the west right of way line of North McGowan Ave.;

610) Thence Northerly on said west right of way line, N1°04'26"E 112.49 feet;

611) Thence Westerly, parallel with the north right of way line of West B St., N88°56'56"W 392.91 feet, to the east right of way line of North Oregon Ave.;

612) Thence Southerly on said east right of way line, S1°04'32"W 112.51 feet, to the north right of way line of West B St.;

613) Thence Westerly on the westerly extension of said north right of way line, N89°08'54"W 49.93 feet, to the west right of way line of North Oregon Ave.;

614) Thence Northerly on said west right of way line, N1°04'32"E 207.48 feet;

615) Thence Westerly, leaving said west right of way line, N89°22'09"W 530.83 feet, to the east right of way line of North Quebec Ave.;

616) Thence Southwesterly on said east right of way line, on a 125.00 foot radius curve to the right, through a central angle of 27°41'26", an arc distance of 60.41 feet, the chord of which bears S32°27'29"W 59.82 feet;

617) Thence Southwesterly continuing on said east right of way line, on a 75.00 foot radius curve to the left, through a central angle of 45°40'18", an arc distance of 59.78 feet, the chord of which bears S23°28'03"W 58.21 feet;

618) Thence Southerly continuing on said east right of way line, S0°37'54"W 103.01 feet, to the north right of way line of West B St.;

619) Thence Westerly on the westerly extension of said north right of way line, N89°22'13"W 50.01 feet, to the west right of way line of North Quebec Ave.;

620) Thence Northerly on said west right of way line, N0°37'54"E 103.01 feet, to a point of curvature;

621) Thence Northeasterly continuing on said west right of way line, on a 125.00 foot radius curve to the right, through a central angle of 45°40'18", an arc distance of 99.64 feet, the chord of which bears N23°28'03"E 97.02 feet;

622) Thence Northeasterly continuing on said west right of way line, on a 75.00 foot radius curve to the left, through a central angle of 14°42'23", an arc distance of 19.25 feet, the chord of which bears N38°57'00"E 19.20 feet;

623) Thence Westerly, leaving said west right of way line, N89°22'09"W 645.08 feet, to the east right of way line of Branding Iron Ave.;

624) Thence Southerly on said east right of way line, S0°08'03"E 207.49 feet, to the north right of way line of West B St.;

625) Thence Westerly on the westerly extension of said north right of way line, N89°22'13"W 49.93 feet, to the said east line of the W1/2 W1/2 of Section 12, said point being S0°07'56"E 609.72 feet from said Center-West 1/16 corner;

626) Thence Northerly on the said east line, [3,250] feet, more or less, to the northeast corner of said W1/2 W1/2 of Section 12;

627) Thence Westerly on the north line of said Section 12, 1336 feet, more or less, to the Point of Beginning.

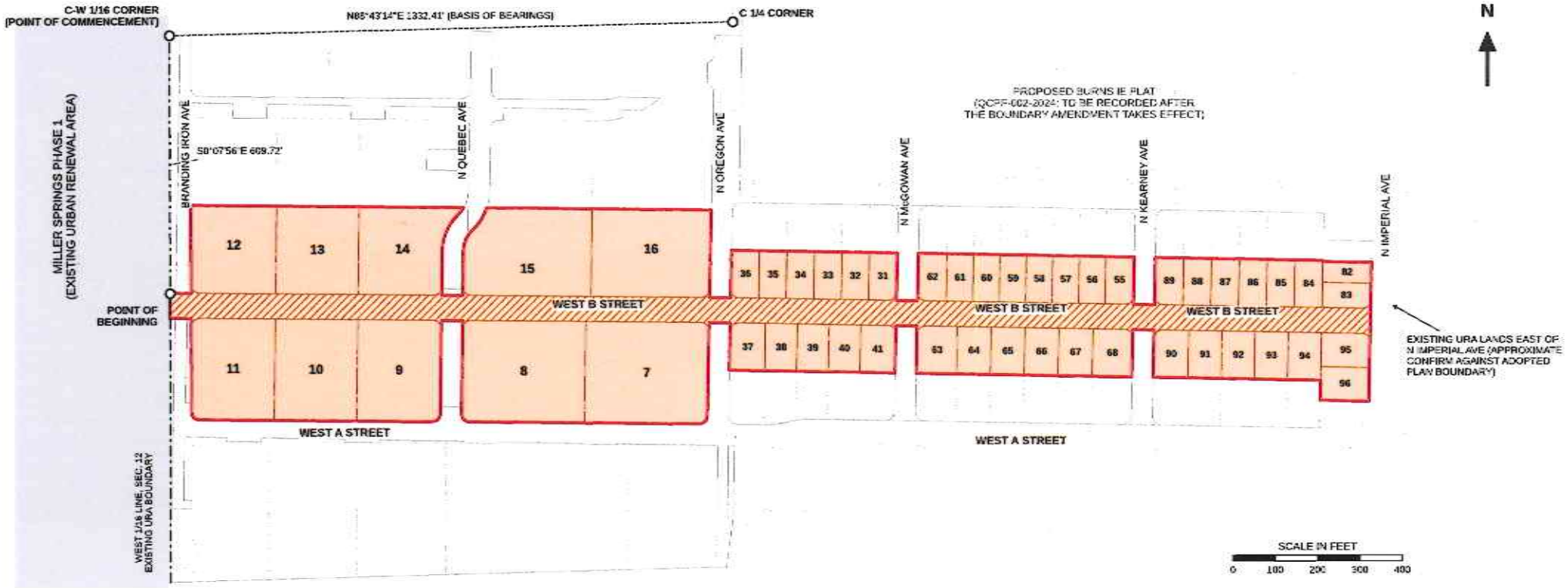
[Exception Tracts 1 through 10 follow, unchanged except for call numbering.]

Except as amended above, the legal description recorded as Instrument No. 2022-0902 remains in effect. Following adoption of the First Amendment by the City Council, the amended legal description of the Area will be recorded with the Harney County Clerk.

EXHIBIT C, PART 2: MAP

Burns Urban Renewal Area, First Amendment: West B Street Addition

Portions of the NE 1/4 SW 1/4 and NW 1/4 SE 1/4, Section 12, T. 23 S., R. 30 E., W.M., City of Burns, Harney County, Oregon



West B Street Addition boundary (Exhibit C, Part 1)

Included lot (number per proposed Burns IE plat; key in Report Exhibit B)

Included public right-of-way (West B Street, Branding Iron Ave. to N Imperial Ave.)

Existing URA, Miller Springs Phase 1 (schematic)

Proposed plat linework, for reference

AREA SUMMARY

Included lots (50): 846,012 sq. ft. (19.42 ac)

West B Street and intersection right-of-way: 172,012 sq. ft. (3.95 ac)

Total West B Street Addition: 1,018,024 sq. ft. (23.37 ac), more or less

Share of 481.35-acre Plan Area: about 4.86%

NOTES

1. Not a survey. Prepared for the URA amendment packet from the proposed Burns IE plat (H.A. McCoy Engineering & Surveying, Oct. 2026).
2. Basis of bearings: N88°43'14"E along the north line of the NE 1/4 SW 1/4, Section 12, per the proposed plat.
3. The Part 1 legal description controls. Lot numbers are reference keys only and take effect when the Burns IE plat records, after this amendment.
4. Existing URA shading and labels are schematic.

CITY OF BURNS
BURNS URBAN RENEWAL AGENCY (URA)

URA Working Group Application

Citizen Advisory Committee to the URA Board

ABOUT THE WORKING GROUP

On October 21, 2026, the Burns Urban Renewal Agency Board voted to create a working group to advise the Board on urban renewal matters, including research and public engagement on the proposed boundary amendment and the Agency's finances. The working group will have six members: three citizens of Burns and three representatives of the taxing districts affected by the URA. One appointed URA Board member will also serve, and other Board members may attend. The group will serve a six-month term and meet as often as needed, and its recommendations will be a standing item on each URA Board agenda.

The Board will review applications and make recommendations, and the Chair will make the appointments.

Application deadline	[CONFIRM: date and time]
Return to	Tiffany Leffler, City Clerk, Burns City Hall, 242 S. Broadway Ave., Burns, OR 97720
Email	[CONFIRM: email address]
Questions	[CONFIRM: phone number]

SECTION 1. APPLICANT INFORMATION

Full name	
Residential address	
Mailing address (if different)	
Phone	
Email	
Preferred contact method	☐ Phone ☐ Email ☐ Mail

SECTION 2. SEAT APPLIED FOR

Please check one.

☐ Burns citizen seat (three seats). I live within the Burns city limits.

☐ Taxing district representative seat (three seats). I am applying on behalf of an affected taxing district, such as Harney County, the hospital district, or the parks district.

Taxing district (if applicable)	
Your position with the district	
Has the district authorized you to serve?	☐ Yes ☐ No ☐ Pending

How long have you lived in Burns?	
Do you own or operate a business in Burns?	☐ Yes ☐ No If yes, name:

SECTION 3. AVAILABILITY

The working group will meet as often as needed during its six-month term.

Can you commit to the full six-month term?	☐ Yes ☐ No
Times you are usually available	☐ Weekday daytime ☐ Weekday evenings ☐ Weekends
Can you attend URA Board meetings when the group reports?	☐ Yes ☐ Sometimes ☐ No

SECTION 4. QUESTIONS

Please answer in the space provided or attach additional pages.

1. Why are you interested in serving on the URA working group?

2. What experience or background would you bring? Examples include finance, budgeting, real estate, construction, housing, small business, local government or community service.

3. In your view, what should the URA accomplish for Burns, and what questions would you most like the working group to look into?

4. The group will include people with different views. How would you approach working with others to reach a recommendation?

5. Please list any boards, committees or community organizations you have served on.

SECTION 5. DISCLOSURE OF INTERESTS

Please answer each question. Disclosing an interest does not disqualify you. It helps the Board understand potential conflicts and plan for them.

Question	Yes	No
Do you or a member of your household own property inside the current URA boundary or the proposed amendment area?	☐	☐
Have you, a household member or a business you are involved with applied for or received a URA incentive?	☐	☐
Do you have a business or financial relationship with the City, the URA, its consultants or a URA incentive applicant?	☐	☐
Are you an employee or elected official of the City of Burns or an affected taxing district?	☐	☐
Is there anything else that could be seen as a conflict of interest?	☐	☐

If you answered yes to any question above, please explain.

SECTION 6. ACKNOWLEDGMENT AND SIGNATURE

☐ I understand that this application is a public record under Oregon law and may be included in a URA Board meeting packet.

☐ I understand that the Board will review applications and make recommendations, and that the Chair will make the appointments.

☐ I understand that working group meetings will be open to the public and noticed in advance.

☐ I certify that the information in this application is true and complete to the best of my knowledge.

_____ _____

Applicant signature Date

BURNS URBAN RENEWAL AGENCY (URA)
Working Group Application Review Sheet
For Board and staff use

STAFF INTAKE

Applicant name	
Seat applied for	☐ Burns citizen ☐ Taxing district:
Date received	
Application complete?	☐ Yes ☐ No, missing:
Eligibility verified	☐ Lives in Burns city limits ☐ District authorization received
Staff initials	

BOARD REVIEW

Rate each item from 1 (low) to 5 (high). Applications will be reviewed and recommendations made at a public URA Board meeting.

Criteria	Score (1-5)	Notes
Commitment to the full term and availability to meet		
Relevant knowledge or experience		
Understanding of the URA's purpose and the questions before the Board		
Ability to work collaboratively with people holding different views		
Adds to the balance of the group (background, perspective, part of the community)		
Disclosed interests are manageable		
Total (out of 30)		

Reviewer	
Board recommendation	☐ Recommend ☐ Alternate ☐ Not recommended
Date of Board meeting	
Chair appointment	☐ Appointed ☐ Not appointed
Date appointed	
Term ends	