

CITY of LA GRANDE
Urban Renewal Agency Regular Session
Wednesday, April 6, 2022

[Immediately Following City Council Regular Session](#)

Council Chambers
La Grande City Hall
1000 Adams Avenue

AGENDA

The meeting will be available for viewing via the City's scheduled Charter Communications channel 180 immediately following the City Council meeting which begins at 6:00 p.m. on April 6, 2022, on the La Grande Alive website at <https://eoalive.tv/city-events/> or on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

1. URBAN RENEWAL AGENCY

- a. Call to Order
- b. Roll Call

2. AGENDA APPROVAL

3. CONSENT AGENDA

The Consent Agenda includes routine items of business which may be approved by one Motion of the Agency. Any Agency Member so desiring may by request remove one or more items from the Consent Agenda for individual consideration under the Unfinished or New Business portion of the Agenda.

- a. Consider: Approving of Regular Session Minutes; March 2, 2022
- b. Consider: Approving Economic Development Strategy For 2022-2024

[Bishop]

4. PUBLIC COMMENTS

Those individuals who wish to address the Agency in connection with any item which is printed on tonight's Agenda may do so during the time that item is under discussion by the Agency. Individuals wishing to speak to the Agency about non-Agenda items may do so during this Public Comments portion of the Agenda. Please print your name and address on the Public Comments Sign-in Sheet, located on the podium. When addressing the Agency, speak loudly and clearly into the Podium microphone, and state your name. Persons interested in providing virtual public comments shall contact City Staff at rstrope@cityoflagrande.org or by calling the City Recorder at (541) 962-1309 not later than 5:00 pm the day prior to meeting to make arrangements. In the event the Mayor does not announce a time limit for comments, each speaker is asked to confine their comments to three minutes in length, whether the comments are in-person or virtual.

5. PUBLIC HEARINGS

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. Consider: Approving Funds Release For Brickyard Lanes

[Bishop]

8. DISTRICT MANAGER COMMENTS

9. AGENCY MEMBER COMMENTS

10. ADJOURN

Sandra Patterson
City Recorder

CITY of LA GRANDE

URBAN RENEWAL AGENCY ACTION FORM

Agency Meeting Date April 6, 2022

PRESENTER: Robert A. Strope, District Manager

AGENCY ACTION: CONSIDER CONSENT AGENDA

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Entertain Motion

Suggested Motion: I move we accept the Consent Agenda as presented.

OR

Suggested Motion: I move we accept the Consent Agenda as amended.

- 3. MAYOR: Invite Agency Discussion
- 4. MAYOR: Ask for the Vote

EXPLANATION: A Consent Agenda includes routine items of business with limited public interest, which may be approved by one Motion of the Agency. Any Agency Member may, by request, remove any item of business from the Consent Agenda.

- a. **Consider:** Approving of Regular Session Minutes; March 2, 2022
- b. **Consider:** Approving Economic Development Strategy For 2022-2024 [Bishop]

Reviewed By: (Initial)

District Manager _____

City Recorder _____

Aquatics Division _____

Building Department _____

ED Department _____

Finance _____

Fire Department _____

Human Resources Dept _____

Library _____

Parks Department _____

Planning Department _____

Police Department _____

Public Works Department _____

AGENCY ACTION (Office Use Only)

Motion Passed

Motion Failed; _____

Action Tabled: _____

Vote: _____

Resolution Passed

Effective Date: _____

Ordinance Adopted

First Reading: _____

Second Reading: _____

Effective Date: _____

CITY OF LA GRANDE

Urban Renewal Agency Regular Session

March 2, 2022

Immediately following City Council Regular Session

The meeting was available for viewing via the City's scheduled Charter Communications channel 180, on the La Grande Alive website at <https://eoalive.tv/city-events/> and on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

MINUTES

AGENCY MEMBERS PRESENT:

Steve Clements, *Mayor*
Gary Lillard, *Mayor Pro Tem*
John Bozarth, *Agency Member*
David Glabe, *Agency Member*
Nicole Howard, *Agency Member*
Mary Ann Miesner, *Agency Member*
Justin Rock, *Agency Member*

AGENCY MEMBERS ABSENT EXCUSED:

STAFF PRESENT

Robert Strobe, *District Manager*
Sandra Patterson, *City Recorder*
Stacey Stockhoff, *Assistant to the District Manager*
Gary Bell, *Police Chief*
Timothy Bishop, *Economic Development Director*
Mike Boquist, *Community Development Director*
Carrie Bushman, *Interim Library Director*
Kyle Carpenter, *Public Works Director*
Stu Spence, *Parks and Recreation Director*

Per ORS 192.670(1), Councilors and Staff participated in this Regular Session by electronic communication.

ROLL CALL

Mayor CLEMENTS called this Regular Session of the Urban Renewal Agency to order at 6:19 p.m.; Roll Call was taken; and a quorum was determined to be present.

CONSENT AGENDA

- a. Consider: Approving Urban Renewal Agency Minutes; October 6, 2021

The following Motion was introduced by ROCK; MIESNER providing the Second:

MOTION: I move that we accept the Consent Agenda as presented.

VOTE

MSC. (unanimous)

PUBLIC COMMENTS

None

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. Consider: Approving Recommended Changes;
Call for Projects Policy**

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Robert STROPE, *District Manager*

STROPE stated that the Urban Renewal Advisory Commission (URAC) met on February 9, 2022, to review the 2019 “Call for Projects” Program Policy. The Staff had developed a variety of suggested revisions to address language changes and addressed two areas which impacted the scoring of projects. The URAC voted unanimously to recommend these revisions to the Agency for consideration and approval. Notable changes from the current Policy are as follows:

Section B: Purpose

- Added language to reflect increased emphasis on the need for increased housing.

Section C: General Criteria

- Eliminates Community Comment (15 Points). This was one of the more confusing requirements and did not meet the original intent.
- Adds new preference to encourage additional residential development on upper floors in the Central Business Zone (CBZ). The Community Comment points were reallocated to this item.

Section D: Allowed Use of Funds

- The change not only provides for preference points, it also removes the requirement for the project to include retail improvements on the ground floor to be eligible for funding if it is located within the CBZ. Other residential projects must include improvements to ground floor RETAIL to be eligible for funding.

Section G: Funding Information

- Adds provision for a reduction in the award amount if work commences without the required permitting.
- Adds a provision to convert the grant to a loan that is immediately due and payable if the property is occupied without an occupancy permit or temporary occupancy permit.

- Adds language to clarify that if a change in use resulting in the property not being subject to City property taxes within five years, that the grant shall become a loan that is due and payable immediately.

In regards to Section C, Mayor CLEMENTS agreed with deleting the Community Comment section. He also liked the idea of adding the new section for the development of upper floor residential dwelling units. He raised a concern with future parking issues, to which STROPE stated that the Urban Renewal Advisory Commission (URAC) would reconvene to have further discussions on the parking issues within the District.

In regards to Section G, GLABE pointed out a few minor typos, to which STROPE stated that he would revise to clarify the language.

LILLARD stressed concerns over awarding funds to a project that, over time, turned into a non-profit and tax-exempt project, to which STROPE explained that the language that was added under Section (G.11) provided a clawback provision where the funds would be returned to the Agency if there was a change in use of the property under this scenario.

LILLARD noted the project located on Adams that was recently awarded funding to convert the building into store fronts but has now been changed into a church. He wanted to know if that violated our policy, to which STROPE stated that he would take a look to see if the property tax status had changed and see if the current language in the policy would impact this.

In response to HOWARD's question, STROPE clarified the intent of Section (I.1) regarding a detailed recruitment plan and the type of tenant (s) being recruited.

Mayor CLEMENTS asked about the meaning behind the words "use of the property" in Section (G.11), stating it could also reflect change of ownership, to which STROPE clarified that the change of ownership was already covered under a separate section.

PUBLIC TESTIMONY

None

AGENCY DISCUSSION

None

MOTION

The following Motion was introduced by MIESNER; LILLARD providing the Second:

MOTION: I move that the Urban Renewal Agency approve the revisions to the “Call for Projects” (Revitalization Incentive Program) Policy as amended.

AGENCY DISCUSSION

None

VOTE

MSC. (unanimous)

b. Consider: Adopting Retreat Summary and City/District Manager’s Top Priorities; Fiscal Year 2022/2023

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Robert STROPE, *District Manager*

STROPE stated that the City of La Grande Urban Renewal Agency, District Manager and Department Directors participated in the City and Urban Renewal Economic Development Annual Goal Setting Retreat on Monday, January 24, 2022. During this Session, goals and priorities for Fiscal Year 2022-2023, were identified and discussed in preparation for developing the proposed Budget for the next Fiscal Year. Those goals and priorities serve as direction and guidance from the Agency. Additionally, the Agency and City Council established the City/District Manager’s Top Priorities for Fiscal Year 2022-2023.

STROPE noted that the City Council adopted the same top priorities and approved the City’s Retreat summary at their last Regular Meeting held on February 2, 2022.

PUBLIC TESTIMONY

None

AGENCY DISCUSSION

None

MOTION

The following Motion was introduced by HOWARD; GLABE providing the Second:

MOTION: I move that the City/District Manager’s Top Priorities for Fiscal Year 2022-2023 as discussed during the Annual Council Retreat on January 25, 2022, and outlined on the attached Retreat Summary, be adopted as presented.

AGENCY DISCUSSION

None

VOTE

MSC. (unanimous)

DISTRICT MANAGER COMMENTS

STROPE reminded the Agency that the Economic Development Strategy Work Session was scheduled for Monday, March 14, 2022.

AGENCY MEMBER COMMENTS

Noting the 2018 and 2019-2020 *Call for Projects* sections on the City Manager's Monthly Report, MIESNER asked how long those businesses have to finish their projects, to which STROPE stated that Steve's Outdoor Adventures had some site work to be completed this coming Spring and the final payment for his project would be paid out to him in the current Fiscal Year. STROPE noted that due to the work still to be completed and the timeframe involved with the project for Brickyard Lanes, the decision to release the remaining funds would be up to the Agency.

LILLARD asked what was left to be completed, to which STROPE stated that there were a number of components including the kitchen and exterior window trim that needed to be finished.

In response to MIESNER's request for clarification regarding the Business Development Assistance Program section on the City Manager's Monthly Report, STROPE stated that each loan had a different term and some of these loans were granted a forbearance during the pandemic which extended the timeline on each of these loans.

ADJOURN

There being no further business to come before this Regular Session of the Agency, Mayor CLEMENTS adjourned the meeting at 6:51 p.m.

ATTEST:

APPROVED:

Stacey M. Stockhoff
Assistant to the District Manager

Stephen E. Clements
Mayor

APPROVED: _____

CITY of LA GRANDE

URBAN RENEWAL AGENCY ACTION FORM

Agency Meeting Date: April 6, 2022

PRESENTER: Timothy Bishop, Economic Development Director

AGENCY ACTION: **CONSIDER APPROVING ECONOMIC DEVELOPMENT STRATEGY FOR 2022-2024**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Testimony
- 3. MAYOR: Invite Agency Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the Economic Development Strategy for 2022-2024 be approved as presented (or amended)

- 5. MAYOR: Invite Additional Agency Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: The City of La Grande Urban Renewal Agency and City Council met on March 14th in a Joint Work Session to review the Proposed Economic Development Strategy for 2022-2024. During the Session, Staff outlined the intent regarding implementation of the Strategy and answered questions. Based on the discussion, revisions were made to Goal 5 related to the Ignite Center and are reflected on the attachment labeled "Economic Development Strategy 2022-2024." Also attached is the draft version from the Work Session labeled "Proposed Economic Development Strategy 2022-2024."

The City Council agenda for this evening includes these same documents for approval as a Business Item. If any changes are made during that meeting, the Agency may want to remove this item from the Consent Agenda so they can be discussed by the Agency before approval but can approve it as part of the Consent Agenda.

The District Manager recommends approval of the Economic Development Strategy for 2022-2024 as presented.

Reviewed By: (Initial)

District Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

AGENCY ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____
Second Reading: _____
Effective Date: _____

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Goal 1: Ensure Urban Renewal Agency programs are achieving goals and objectives as set by the Agency and meeting the needs of businesses		
Objective 1a: Periodically assess effectiveness of existing programs		
1	Evaluate Traded Sector Incentive Program.	2023
2	Evaluate Façade Grant Program.	2023
3	Evaluate Call for Projects Program.	2024
4	Revise processes as needed to comply with policy and/or recommend policy revisions to URA.	As needed
Objective 1b: Maximize the effectiveness of the Urban Renewal Advisory Committee (URAC) and Urban Renewal Agency		
5	Fill vacancies on URAC as they occur.	Ongoing
6	Provide training for Urban Renewal Agency and URAC regarding Urban Renewal Programs on an annual basis.	Ongoing
7	Provide orientation training for new URAC members and URA members as appointed/elected.	As needed

Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Goal 2: Continue business recruitment efforts

Objective 2a: Refine and implement a focused recruitment strategy

8	Continue active recruitment and attraction for the following priority sectors: Recreational Manufacturing and Retail; Timber Industry; and E-Commerce.	Ongoing
9	Respond to all appropriate recruitment leads regardless of sector or location.	Ongoing
10	Respond to Business Oregon leads that are appropriate for La Grande, including those that could locate within the UGB.	Ongoing
11	Develop a recruitment strategy focused on small scale manufacturing in, or supporting, the priority sectors listed above.	2022

Objective 2b: Utilize URA funding programs and proactive marketing to fill the La Grande Business and Technology Park with an emphasis on selling all Agency owned properties

12	Maintain contract with real estate listing agent to actively promote Agency/City owned properties at Business Park.	Ongoing
13	Market the dedicated CFP funding for projects located in the La Grande Business and Technology Park as tool to fill the Park.	Ongoing
14	Promote the \$200,000 Traded Sector Business Attraction Incentive.	Ongoing
15	Target small scale manufacturing to help increase perceived value of existing incentives.	2022

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
16	Network with other NW communities that have successfully attracted businesses in similar target sectors to develop a list of best practices.	2022
Goal 3: Continue business retention and expansion efforts.		
Objective 3a: Improve business expansion and attraction readiness		
17	Develop and maintain a portfolio of available Economic Development resources including local, state and federal incentives.	Ongoing
18	Identify and assist business expansion efforts within the key sectors identified in Objective 2a above.	Ongoing
19	Work closely with the Chamber, Main Street, NEOEDD, and Union County, and other partners to develop a retention and recruitment action plan based on the 2021 Business Retention and Expansion (BR&E) report.	2022 build team develop plan - 2023 implementation
20	Develop a focused small scale manufacturing expansion strategy focused on increasing traded sector sales.	2023
Objective 3b: Update the Goal 9 – Economic Development Chapter of the La Grande Comprehensive Plan		
21	Conduct available commercial space inventory.	2022
22	Update Goal 9 to evaluate and address the City’s goals and priorities for economic development and conduct a commercial land needs analysis.	2022
Objective 3c: Support partner organizations in efforts to develop adequate and skilled workforce		
23	Engage La Grande School District's CTE programs for work force development efforts.	As appropriate

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
24	Work with EOU to identify and utilize programs that support business development.	As appropriate
25	Work with Blue Mountain Community College to identify curriculum that could be adapted to support needs of new or expanding businesses.	As needed
26	Work with Work Source Oregon to promote workforce development programs and employee retention training.	As needed
Objective 3d: Implement business retention expansion and recruitment activities for businesses outside the CBZ		
27	Continue periodic check-in with major employers.	Ongoing
28	Continue to share and act on relevant data as collected from various sources.	Ongoing
29	Assist in individual business growth opportunities around industry sectors identified in Objective 2a above.	Ongoing
30	Support local partners efforts to develop more resilient businesses including "Support Local" initiatives.	Ongoing
31	Develop a strategy to localize supply chain using existing small scale manufacturers.	2023
Objective 3e: Utilize Urban Renewal Programs to support business expansion and retention activities		
32	Cultivate Urban Renewal projects when appropriate.	Ongoing
33	Continue the Call for Projects grant program.	Ongoing
34	Provide assistance as needed and appropriate to projects that have already received URA funding.	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Objective 3f: Expand economic development efforts outside URD (Funding from City's General Fund)		
35	Identify available state, federal, and other incentive programs for properties/projects outside of the URD.	Ongoing
36	Participate in developing a community-wide business recruitment, retention and assistance strategy, using data from the 2017 "Refresh" Plan completed by National Main Street, the Buxton Report, 2021 BR&E report and other relevant resources. Upon completion, implement the strategy within La Grande and the UGB.	2022
37	Market and promote properties outside the URD but within the UGB and City Limits for retail, commercial, and traded sector opportunities as part of overall expansion and recruitment strategies.	2022
38	Recruit small scale manufacturing that is right sized to adaptively reuse vacant properties throughout the community	2023
Goal 4: Create a vibrant Central Business Zone (CBZ)		
Objective 4a: Actively work to fill all available and vacant retail/commercial space within the CBZ		
39	Work with La Grande Main Street Downtown (LGMSD) to conduct retail inventory and space opportunities.	Ongoing
40	Continue to chair the LGMSD Economic Vitality Committee.	Ongoing
41	Continue to review and approve Façade Grants received from LGMSD.	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
42	Work with LGMSD to implement CBZ specific business recruitment, retention and assistance strategy, developed in Objective 3f above.	2022
Objective 4b: Utilize Agency Initiated CBZ project funding for meaningful projects to address severely blighted or significantly underutilized properties		
43	Develop a program policy that includes specific criteria for project identification and selection outside of the Call for Projects program.	2022
44	Implement new policy once adopted to identify and initiate projects.	2023
Objective 4c: Create more retail shopping opportunities with an emphasis on businesses that generate high foot traffic downtown		
45	Utilize Urban Renewal funds as appropriate to support new retail.	Ongoing
46	Work with LGMSD to conduct a business cluster workshop to identify existing business expansion and recruitment opportunities.	2022
Objective 4d: Create more downtown second story housing to increase downtown viability		
47	Provide technical assistance and resources to projects that are multi-purpose and include first floor retail and upper story housing.	Ongoing
48	With LGMSD to provide workshops on tax credits, incentives and energy efficiency options for historic buildings and second story housing.	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Objective 4e: Increase downtowns economic vitality through tourism and cultural activities

49 Work with community groups as they identify potential projects to help determine feasibility and location.

Ongoing

50 Support EOU projects that link the University to downtown.

Ongoing

51 Work with the Chamber and LGMSD to identify additional ways to promote arts and culture in La Grande.

Ongoing

52 Support the work of Arts Center East as it pertains to economic development.

Ongoing

53 Encourage opening of arts and entertainment facilities and venues.

Ongoing

54 Link City Arts Commission and LGMSD Design Committee on specific arts related projects.

As requested

55 Work with LGMSD and Chamber to coordinate business training on how to market to, and capture more visitor traffic and sales.

2022

56 Work with LGMSD on Wayfinding Signage project.

2023

Goal 5: Encourage entrepreneurial and small business development as a key economic development strategy

Objective 5a: Proactively encourage Entrepreneurship and small business development

57 Establish and maintain partnerships with others serving entrepreneurs and small businesses including but not limited to: NEOEDD, SBDC, LGMSD, Work Source Oregon, and Business Oregon.

Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
58	Refer high growth potential companies to appropriate resources and encourage growth within La Grande.	Ongoing
59	Work closely with EOU entrepreneur program to identify emerging entrepreneurs to keep those new start ups here in La Grande.	Ongoing
60	Develop entrepreneur/small business mentoring opportunities.	Ongoing
61	Partner with LGMSD on monthly business roundtable/resource sessions.	Ongoing
62	Continue to provide training and networking support including remote and co-working space to small businesses and	Ongoing
63	As part of the current ROI grant, complete the local Entrepreneur Ecosystem mapping project.	2022
64	Work with Entrepreneur Support Organizations (ESOs) to implement recommendations from Entrepreneur Ecosystem	2023
Objective 5b: Evaluate the need and feasibility of an expansion of the Ignite Center		
65	Track uses of the Ignite Center to identify current facility usage, demand, and need.	2022
66	Continue to identify funding for potential Ignite Center relocation/expansion.	2022 and 2023
67	Assess Ignite Center expansion requirements based on projected needs including program delivery, users, and occupants.	2023
68	If warranted and subject to funding availability, initiation relocation/expansion of the Ignite Center.	2023

Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Objective 5c: Introduce entrepreneurship to students

69	Work with La Grande School District, LGMSD, City Parks, and other partners to implement a summer entrepreneur program.	Ongoing
70	Partner with EOU, SBDC and other partners to implement entrepreneurial activities annually.	Ongoing
71	Work closely with EOU's School of Business to identify potential new entrepreneurs and start ups and work to keep those start ups in La Grande.	2023

Goal 6: Market and educate existing businesses, potential new businesses, and the citizens of La Grande about Urban Renewal Programs and the benefits of Urban Renewal

Objective 6a: Educate the public about Urban Renewal Programs

72	Ensure all marketing materials are up to date including print, electronic, and web based.	Ongoing
73	Maintain listing information, maps and photos for the La Grande Business and Technology Park and other available commercial real estate on the Economic Development website www.lagrandeed.com .	Ongoing
74	Ensure that the Economic Development website www.lagrandeed.com provides information around targeted sector recruitment incentives.	Ongoing
75	Work with partners to list properties on appropriate websites including but not limited to Oregon Prospector and www.lagrandeed.com .	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
76	Maintain Economic Development social media presence (Currently includes Facebook, Instagram, and Linked In). Use these platforms to showcase local success stories, share incentives, and engage with potential leads.	Ongoing
77	Develop and maintain an Economic Development image archive of successful projects, business activity, and available sites.	Ongoing
78	Draft press releases and provide interview information regarding Urban Renewal programs, projects and committees.	Ongoing
79	Present information about Urban Renewal programs to civic and constituent groups.	Ongoing
80	Complete video project with Brent Clapp Media promoting Urban Renewal in La Grande.	2022
Objective 6b: Promote and celebrate business successes within the Urban Renewal District		
81	Increase online presence of URA and Economic Development using website, social media, etc.	2022
82	Develop section on City Website for project and program updates, as well as celebrations for business successes.	2022

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Goal 1: Ensure Urban Renewal Agency programs are achieving goals and objectives as set by the Agency and meeting the needs of businesses		
Objective 1a: Periodically assess effectiveness of existing programs		
1	Evaluate Traded Sector Incentive Program.	2023
2	Evaluate Façade Grant Program.	2023
3	Evaluate Call for Projects Program.	2024
4	Revise processes as needed to comply with policy and/or recommend policy revisions to URA.	As needed
Objective 1b: Maximize the effectiveness of the Urban Renewal Advisory Committee (URAC) and Urban Renewal Agency		
5	Fill vacancies on URAC as they occur.	Ongoing
6	Provide training for Urban Renewal Agency and URAC regarding Urban Renewal Programs on an annual basis.	Ongoing
7	Provide orientation training for new URAC members and URA members as appointed/elected.	As needed

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Goal 2: Continue Business Recruitment Efforts

Objective 2a: Refine and implement a focused recruitment strategy

8	Continue active recruitment and attraction for the following priority sectors: Recreational Manufacturing and Retail; Timber Industry; and E-Commerce.	Ongoing
9	Respond to all appropriate recruitment leads regardless of sector or location.	Ongoing
10	Respond to Business Oregon leads that are appropriate for La Grande, including those that could locate within the UGB.	Ongoing
11	Develop a recruitment strategy focused on Small Scale Manufacturing in, or supporting, the priority sectors listed above.	2022

Objective 2b: Utilize URA funding programs and proactive marketing to fill the La Grande Business and Technology Park with an emphasis on selling all Agency owned properties

12	Maintain contract with real estate listing agent to actively promote Agency/City owned properties at Business Park.	Ongoing
13	Market the dedicated CFP funding for projects located in the La Grande Business and Technology Park as tool to fill the Park.	Ongoing
14	Promote the \$200,000 Traded Sector Business Attraction Incentive.	Ongoing
15	Target Small Scale Manufacturing to help increase perceived value of existing incentives.	2022

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
16	Network with other NW communities that have successfully attracted businesses in similar target sectors to develop a list of best practices.	2022
Goal 3: Continue Business Retention and Expansion Efforts.		
Objective 3a: Improve Business Expansion and Attraction Readiness		
17	Develop and maintain a portfolio of available Economic Development resources including local, state and federal incentives.	Ongoing
19	Identify and assist business expansion efforts within the key sectors identified in Objective 2a above.	Ongoing
18	Work closely with the Chamber, Main Street, NEOEDD, and Union County, and other partners to develop a Retention and Recruitment action plan based on the 2021 Business Retention and Expansion (BR&E) report.	2022 build team develop plan - 2023 implementation
20	Develop a focused Small Scale Manufacturing expansion strategy focused on increasing traded sector sales.	2023
Objective 3b: Update the Goal 9 – Economic Development Chapter of the La Grande Comprehensive Plan		
21	Conduct available commercial space inventory.	2022
22	Update Goal 9 to evaluate and address the City’s goals and priorities for economic development and conduct a commercial land needs analysis.	2022
Objective 3c: Support Partner Organizations in efforts to develop adequate and skilled workforce		
23	Engage La Grande School District's CTE programs for work force development efforts.	As appropriate

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
24	Work with EOU to identify and utilize programs that support business development.	As appropriate
25	Work with Blue Mountain Community College to identify curriculum that could be adapted to support needs of new or expanding businesses.	As needed
26	Work with WorkSource Oregon to promote workforce development programs and employee retention training.	As needed
Objective 3d: Implement Business Retention Expansion and Recruitment Activities for businesses outside the CBZ		
27	Continue periodic check-in with major employers.	Ongoing
28	Continue to share and act on relevant data as collected from various sources.	Ongoing
29	Assist in individual business growth opportunities around industry sectors identified in Objective 2a above.	Ongoing
30	Support local partners efforts to develop more resilient businesses including "Support Local" initiatives.	Ongoing
31	Develop a strategy to localize supply chain using existing small scale manufacturers.	2023
Objective 3e: Utilize Urban Renewal Programs to support business expansion and retention activities		
32	Cultivate Urban Renewal Projects when appropriate.	Ongoing
33	Continue the Call for Projects Grant program.	Ongoing
34	Provide assistance as needed and appropriate to projects that have already received URA funding.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Objective 3f: Expand Economic Development Efforts Outside URD (Funding from City's General Fund)		
35	Identify available state, federal, and other incentive programs for properties/projects outside of the URD.	Ongoing
36	Participate in developing a community-wide business recruitment, retention and assistance strategy, using data from the 2017 "Refresh" Plan completed by National Main Street, the Buxton Report, 2021 BR&E report and other relevant resources. Upon completion, implement the strategy within La Grande and the UGB.	2022
37	Market and promote properties outside the URD but within the UGB and City Limits for retail, commercial, and traded sector opportunities as part of overall expansion and recruitment strategies.	2022
38	Recruit Small Scale Manufacturing that is right sized to adaptively reuse vacant properties throughout the community	2023
Goal 4: Create a vibrant Central Business Zone (CBZ)		
Objective 4a: Actively work to fill all available and vacant retail/commercial space within the CBZ		
39	Work with La Grande Main Street Downtown (LGMSD) to conduct retail inventory and space opportunities.	Ongoing
40	Continue to chair the LGMSD Economic Vitality Committee.	Ongoing
41	Continue to review and approve Façade Grants received from LGMSD.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
42	Work with LGMSD to implement CBZ specific business recruitment, retention and assistance strategy, developed in Objective 3f above.	2022
Objective 4b: Utilize Agency Initiated CBZ Project funding for meaningful projects to address severely blighted or significantly underutilized properties		
43	Develop a program policy that includes specific criteria for project identification and selection outside of the Call for Projects program.	2022
44	Implement new policy once adopted to identify and initiate projects.	2023
Objective 4c: Create more retail shopping opportunities with an emphasis on businesses that generate high foot traffic downtown		
45	Utilize Urban Renewal funds as appropriate to support new retail.	Ongoing
46	Work with LGMSD to conduct a business cluster workshop to identify existing business expansion and recruitment opportunities.	2022
Objective 4d: Create more downtown second story housing to increase downtown viability		
47	Provide technical assistance and resources to projects that are multi-purpose and include first floor retail and upper story housing.	Ongoing
48	With LGMSD to provide workshops on tax credits, incentives and energy efficiency options for historic buildings and second story housing.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Objective 4e: Increase downtowns economic vitality through tourism and cultural activities

49 Work with community groups as they identify potential projects to help determine feasibility and location.

Ongoing

50 Support EOU projects that link the University to downtown.

Ongoing

51 Work with the Chamber and LGMSD to identify additional ways to promote arts and culture in La Grande.

Ongoing

52 Support the work of Arts Center East as it pertains to economic development.

Ongoing

53 Encourage opening of arts and entertainment facilities and venues.

Ongoing

54 Link City Arts Commission and LGMSD Design Committee on specific arts related projects.

As requested

55 Work with LGMSD and Chamber to coordinate business training on how to market to, and capture more visitor traffic and sales.

2022

56 Work with LGMSD on Wayfinding Signage project.

2023

Goal 5: Encourage Entrepreneurial and Small Business development as a key economic development strategy

Objective 5a: Proactively Encourage Entrepreneurialism and Small Business Development

57 Establish and maintain partnerships with others serving entrepreneurs and small businesses including but not limited to: NEOEDD, SBDC, LGMSD, WorkSource Oregon, and Business Oregon.

Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
58	Use the Ignite Entrepreneurial Center, to provide resources and workshops to support new and existing businesses.	Ongoing
59	Refer high growth potential companies to appropriate resources and encourage growth within La Grande.	Ongoing
60	Work closely with EOU entrepreneur program to identify emerging entrepreneurs to keep those new start ups here in La Grande.	Ongoing
61	Develop entrepreneur/small business mentoring opportunities.	Ongoing
62	Partner with LGMSD on monthly business roundtable/resource sessions.	Ongoing
Objective 5b: Continue to develop and expand Ignite Center and services offered Ignite Center		
63	Continue to provide training and network support including remote and Co-Working space to Small Businesses and	Ongoing
64	As part of the current ROI grant, complete the local Entrepreneur Ecosystem mapping project.	2022
65	Track current demand for use of Ignite Center to identify most needed uses and functionality of expanded space.	2022
66	Continue to identify funding for Ignite expansion into the historic Firehouse.	2022 and 2023
67	Work with Entrepreneur Support Organizations (ESO) to implement recommendations from Entrepreneur Ecosystem map.	2023

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
68	Finalize Ignite expansion plans based on funding and potential use requirements.	2023
69	Renovation of Firehouse location and expansion of Ignite Center.	2024 (Sooner if funding is secured)
Objective 5c: Introduce Entrepreneurialism to Students		
70	Work with La Grande School District, LGMSD, City Parks, and other partners to implement a Summer entrepreneur program.	Ongoing
71	Partner with EOU, SBDC and other partners to implement entrepreneurial activities annually.	Ongoing
72	Work closely with EOU's School of Business to identify potential new entrepreneurs and start ups and work to keep those start ups in La Grande.	2023
Goal 6: Market and Educate existing businesses, potential new businesses, and the citizens of La Grande about Urban Renewal Programs and the benefits of Urban Renewal		
Objective 6a: Educate the Public About Urban Renewal Programs		
73	Ensure all marketing materials are up to date including print, electronic, and web based.	Ongoing
74	Maintain listing information, maps and photos for the La Grande Business and Technology Park and other available commercial real estate on the Economic Development website www.lagrandeed.com.	Ongoing
75	Ensure that the Economic development website www.lagrandeed.com provides information around targeted sector recruitment incentives.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
76	Work with partners to list properties on appropriate websites including but not limited to Oregon Prospector and www.lagrandeed.com.	Ongoing
77	Maintain Economic Development social media presence (Currently includes Facebook, Instagram, and Linked In). Use these platforms to showcase local success stories, share incentives, and engage with potential leads.	Ongoing
78	Develop and maintain an Economic Development image archive of successful projects, business activity, and available sites.	Ongoing
79	Draft press releases and provide interview information regarding Urban Renewal programs, projects and committees.	Ongoing
80	Present information about Urban Renewal programs to civic and constituent groups.	Ongoing
81	Complete video project with Brent Clapp Media promoting Urban Renewal in La Grande.	2022
Objective 6b: Promote and Celebrate Business Successes within the Urban Renewal District		
82	Increase online presence of URA and Economic Development using website, social media, etc.	2022
83	Develop section on City Website for project and program updates, as well as celebrations for business successes.	2022

CITY of LA GRANDE

URBAN RENEWAL AGENCY ACTION FORM

Agency Meeting Date: **April 6, 2022**

PRESENTER:

Robert A. Strope, District Manager

AGENCY ACTION:

CONSIDER APPROVING FUNDS RELEASE FOR BRICKYARD LANES

1. MAYOR: Request Staff Report
2. MAYOR: Invite Public Testimony
3. MAYOR: Invite Agency Discussion
4. MAYOR: Entertain Motion

Suggested Motion 1: I move to approve a progress payment in the amount of \$35,050 for the Brickyard Lanes Call for Projects Grant and authorize the District Manager to draft and sign an amended agreement which extends the completion deadline to June 30, 2022; provides that a final payment in the amount of \$5,000 be made upon completion of the project and submission of all required documentation as required under the Agreement; and includes a requirement that the full grant amount paid shall be considered a loan which is immediately due and payable if the property is sold within five years commencing on July 1, 2022. **(This motion extends the agreement to the end of the fiscal year, allows for a substantial progress payment, and adds a requirement for repayment if the property sells within five years and establishes a firm deadline for project completion to receive the last \$5,000)**

OR

Suggested Motion 2: I move to approve a progress payment in the amount of \$35,050 for the Brickyard Lanes Call for Projects Grant and authorize the District Manager to draft and sign an amended Agreement which extends the completion deadline to June 30, 2022 and provides that final payment in the amount of \$5,000 will only be made upon completion of the project and submission of all required documentation as required under the Agreement.

(This motion extends the agreement to the end of the fiscal year, allows for a substantial progress payment, excludes the requirement for repayment if the property sells, and establishes a firm deadline for project completion to receive the last \$5,000)

OR

Suggested Motion 3: I move that final payment in the amount of \$40,050 be made for the Brickyard Lanes Call for Projects Grant and to waive all grant related requirements but NOT to waive any permitting requirements related to land use or building permits. **(This motion waives all the provisions required under the Agreement but excludes a waiver of land use/permitting requirements which the Agency does have the authority to waive)**

OR

Suggested Motion 4: I move to authorize the District Manager sign an amended agreement with a final extension of the completion deadline to June 30, 2022; and that if the project is not complete, including receiving all related land use and Building Office final approvals and submission of documentation required under the agreement by 5:00 p.m. on June 30, 2022, no further payments shall be made by the Agency. **(This motion extends the agreement to the end of the fiscal year with no other changes and establishes a firm deadline for project completion and final payment)**

- 5. MAYOR: Invite Additional Agency Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: During the March 14, 2022, Joint Work Session regarding Economic Development, Agency Member John Bozarth requested the funding approval for Brickyard Lanes be put on the April Agency Agenda to determine whether or not to approve final payment for the project. As of this writing, the applicant has made significant progress and has obtained a temporary occupancy to operate the bowling alley on a limited basis. However, the project is not complete and is several years past the last approved completion deadline. The applicant has not requested an extension in over five years. The District Manager has kept the Agency apprised of the status with the understanding that rather than administratively granting any further extensions, the intent has been to wait and request the Agency make the final decision on whether or not to release the remaining funds once the project is complete.

Of the eligible components identified in the original application, the roof, parking lot/landscaping new grand entrance, and business signs are complete. Interior improvements are nearly complete with some minor finish work to be done. A final electrical inspection needs to be scheduled and passed once the corrections identified in the last inspection are finished. Windows and doors are also nearly complete with just the final work on the Elm Street frontage to be completed including painting window trim; installation of glass, framing, and painting the trim of two windows; and the framing and painting of two doors.

Once the remaining items listed above are done, the project will be complete. It is estimated that the cost of the remaining work is under \$5,000.

Taking into consideration a variety of factors, the District Manager recommends the Agency approve Suggested Motion 1, which would extend the original agreement completion deadline to the end of the current Fiscal Year, provide a \$35,050 progress payment, and retain \$5,000 until the final elements are completed and all required documentation is received. Suggested Motion 1, preserves the integrity of the original agreement by granting an extension and requiring that the administrative provisions agreed upon by the applicant are met, but also adds the repayment upon sale provision that is part of the current CFP Program Policy which requires the Agency's investment to be repaid if the property sells within five years. Motion 2 also preserves the integrity of the original agreement, but excludes the repayment upon sale provision.

Motions 3 and 4 are not recommended by the District Manager for the following reasons: Motion 3 does not hold the applicant responsible for any of the provisions of their signed agreement and could set a dangerous precedent regarding enforcement of Agency funding agreements in the future. All other Agency funding agreements have either been extended or the projects have been completed. Motion 4 simply extends the current agreement but provides a firm, final deadline and the applicant would not receive any funding until the project is complete and all documentation and approvals are finalized as required under the Agreement.

At the time the project was funded the following provisions were in place:

- Normally, funds will be disbursed on completion of the project; however, the applicant may request a maximum of one (1) progress payment be authorized as part of the agreement between the URA and the applicant. Only projects with grant awards exceeding \$25,000 are eligible to receive a progress payment.
- Real property related to the project may not be transferred or sold within five (5) years from the date of the first disbursement of funds. In the event of a sale, the contribution of URA funding will be considered a loan and the full amount of any and all URA funds disbursed shall become due and payable to the URA immediately upon said sale or transfer.

These provisions have since been revised to currently read as follows:

- Projects with grant awards exceeding \$25,000 are eligible to receive a progress payment once the project is 50% complete. The amount of the payment shall be based on the pro-rata completion percentage. The percentage of the project completed will be determined by the District Manager. Additional progress payments may be made at the discretion of the District Manager up to a maximum of 75% of grant award.
- Funds will only be disbursed on a reimbursement basis and on completion of the project unless they qualify for a progress payment as described above. In order to be deemed complete, all work must be finished, any City required site improvements completed, and final inspections completed and approved and if applicable, a final occupancy permit granted by the Building Official. Temporary occupancy permits do not satisfy this requirement.
- Real property related to the project may not be transferred or sold within five (5) years from the date of the project completion and final disbursement of funds. In the event of a sale, the contribution of URA funding will be considered a loan and the full amount of any and all URA funds disbursed shall become due and payable to the URA immediately upon said sale or transfer.

Attached is the current agreement. Rather than summarizing the history in detail, the following facts are presented to help focus the Agency's discussion:

The project included a full remodel and renovation of the property into a bowling alley with a full restaurant and sports bar, including required site improvements to the adjacent right-of-way and parking lot.

The applicant's original estimated total project cost was \$855,000 with an estimated completion date of September 1, 2015.

The Agency originally approved \$100,000 in total, with \$80,000 allocated to the bowling alley. (The \$20,000 allocated to right-of-way specific project expenses was removed when the Agency completed the improvements during the Big H Project.)

Part of the project was the roof, which was completed in 2014 and the applicant requested a partial payment which was approved in the amount of \$29,450 based on the \$58,990 actual cost.

In 2017, the applicant requested an additional progress payment to assist with cash flow issues, which was approved in the amount of \$10,500, bringing the total paid to \$39,950.

The current remaining balance is \$40,050.

The project is beyond the required completion deadline by several years.

While the scope of work in the application is fairly vague, "Renovate the building into a bowling alley and sports bar," the project financing worksheet does break the project down to the following components:

Building / property	\$80,000
New roof	\$60,000
Parking lot repair	\$30,000
New grand entrance and windows/doors	\$55,000
Signage	\$15,000
Interior improvements	\$200,000
equipment /misc	<u>\$415,000</u>
Total:	\$855,000

The District Manager recommends the Agency approve Suggested Motion 1 as presented.

Reviewed By: (Initial)

District Manager _____
City Recorder _____
Aquatics Division _____
Building Department _____
ED Department _____
Finance _____
Fire Department _____

Human Resources Dept _____
Library _____
Parks Department _____
Planning Department _____
Police Department _____
Public Works Department _____

AGENCY ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____
Second Reading: _____
Effective Date: _____

**CITY of LA GRANDE URBAN RENEWAL AGENCY
AGREEMENT**

This AGREEMENT, entered into this Twenty first (21) day of October, 2014, by and between the City of La Grande Urban Renewal Agency, (hereinafter referred to as the AGENCY), and Gary & Cathy Kiesecker (hereinafter referred to as CLIENT), for the purpose of using La Grande Urban Renewal Funds for a bowling alley project located at 1212 Jefferson Street, 03S38.05CC, Tax Lot 1600, La Grande, Oregon (hereinafter referred to as the PROJECT).

WITNESSETH

PROJECT NAME: Gary & Cathy Kiesecker, Brickyard Lanes/Wild Wing Alley

PROJECT ADDRESS: 1212 Jefferson Street, 03S38.05CC/1600

PROJECT NUMBER: UR CFP-14-004

ESTIMATED BEGINNING DATE: April 1, 2014

ESTIMATED COMPLETION DATE: Sept. 1, 2015

ESTIMATED TOTAL PROJECT COST: \$855,000

AGENCY CONTRIBUTION: \$80,000 toward actual eligible expenses and up to \$20,000 for right-of-way specific PROJECT expenses.

Whereas, the CLIENT has expressed interest in using AGENCY funds at the PROJECT site to assist with a bowling alley project in a La Grande Urban Renewal Agency project application to the AGENCY, dated March 24, 2014 and,

Whereas, the CLIENT provided to the AGENCY contractor cost proposals for the PROJECT of approximately \$855,000; and,

Whereas, the AGENCY and the Urban Renewal Advisory Commission (URAC) desire to cooperate with the CLIENT in using AGENCY funds for reinvestment in La Grande's Urban Renewal District in partnership with private sector investors, such as the CLIENT; and,

Whereas, the URAC at its April 14, 2014 meeting recommended that the AGENCY use AGENCY funds toward this project; and the AGENCY voted to fund this project at its June 20, 2014 Regular Session.

NOW, THEREFORE, based on the mutual covenants set forth in this AGREEMENT, the parties agree to the following terms and conditions:

Section 1. Duties and Responsibilities

- a. CLIENT agrees to perform the PROJECT work described in the project intake application (attached as Exhibit "A") to the AGENCY with a Project start date of April 1, 2014 (prior authorization allowed an early start to the project as specified in a letter from the District Manager dated April 1, 2014 and attached as Exhibit "D") and a completion date of September 1, 2015 as well as, communicate in writing any need for extension of completion date at least one month prior to the deadline expressed in this agreement. (The extension request letter should include the reasons why the extension is needed; new project start date or completion date; what elements of the project have been completed; and what elements still need to be completed).

August 31, 2016 New Completion Date

CITY OF LA GRANDE URBAN RENEWAL AGENCY

AGREEMENT

Kiesecker, 1212 Jefferson Street; 03s38.05cc/1600

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- b. CLIENT agrees to work with licensed contractors and to provide labor and materials to complete items contained in the scope of work prior to the finish date (unless an extension is granted as herein provided). Deviations from any approved plans and specifications may disqualify CLIENT from program funds.
- c. CLIENT agrees to submit timely proof of payment documents for the PROJECT to the AGENCY for reimbursement payment. Submittals can occur in lump-sum or may be submitted at not less than monthly frequency until the PROJECT is completed. Each request for reimbursement must be accompanied by the "Project Approval Checklist", (attached as Exhibit "B"), which requires Review and Approval from the Planning Division, Building Division and Public Works Department along with appropriate documentation that demonstrates proof of payment. Failure to provide this form and/or receive Review and Approval from the respective City of La Grande Divisions/Departments could result in a delay or loss of project funding and/or appropriate actions taken to correct non-permitted work.
- d. CLIENT agrees to abide by all applicable local, state and federal laws related to the PROJECT and to obtain all necessary permits from the City of La Grande Planning Division, Public Works Department and the Building Division for the PROJECT. Funding Agreement does not imply or in any way guarantee project approval or permits from any City of La Grande Division/Department, including Planning, Building Inspections or Public Works. CLIENT agrees to develop any improvements on PROJECT site or in the Public Right-of-Way adjacent to the PROJECT site as required by the City of La Grande, related to this PROJECT. Public-Right-of-Way (PROW) improvements will be coordinated between the CLIENT and the City of La Grande Public Works Department and built to conform with the approved downtown streetscape design standards (attached as Exhibit "C").
- e. CLIENT agrees to allow for the placement of a temporary project funding sign onsite during the time period of the active project.
- f. CLIENT agrees that in the event of a transfer or sale of subject real property, except in the instance of a transfer of property to APPLICANT/CLIENT, at PROJECT site within five (5) years from the date of the first disbursement of funds under this agreement, this contribution of AGENCY funds will be considered a loan and the full amount of any and all AGENCY funds disbursed, up to \$80,000, will become due and payable to the AGENCY immediately upon sale or transfer.
- g. AGENCY agrees to provide matching funds (50% of total actual PROJECT costs, to reimburse CLIENT up to \$80,000 for actual expenditures related to on-site private property building and parking lot PROJECT expenses). AGENCY also agrees to provide funds to offset some or all PROJECT-related expenses for PROJECT elements required by the City of La Grande Public Works Department for improvements in the Public-Right-of-Way (PROW) up to \$20,000. Reimbursement payments will be made following receipt of complete and satisfactory PROJECT fund requests for work completed as required under this agreement. AGENCY may elect to withhold up to 25% of grant award until project is determined to be complete through an inspection for completeness conducted by the District Manager or his designee.

CITY of LA GRANDE URBAN RENEWAL AGENCY

AGREEMENT

Kiesecker, 1212 Jefferson Street; 03s38.05cc/1600

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Section 2. Amendments and Assignments

Either party may cancel this AGREEMENT prior to the first payment by the AGENCY to the CLIENT by giving written notice of such intent to the other party at least seven (7) days in advance of the date of cancellation. The AGREEMENT may not be terminated once any funds have been disbursed. All amendments to this AGREEMENT which are mutually agreed upon by and between the PARTIES to this AGREEMENT, shall be in writing and executed with the same formalities of this AGREEMENT. This AGREEMENT is binding on the heirs, successors and assigns of the PARTIES hereto but shall not be assigned by either party without first obtaining the written consent of the other.

CITY of LA GRANDE URBAN RENEWAL AGENCY

CLIENT

Robert A. Strope 10-22-14
District Manager Date

Gary Kiesecker 10-21-14
Property Owner Date

Cathy Kiesecker 10-21-14
Property Owner Date

ATTEST:

Angelika Brooks
Angelika Brooks
City Recorder