



Springfield Economic Development Agency

Agenda

City Hall

225 Fifth Street

Springfield, Oregon 97477

541-726-3700

Online at www.springfield-or.gov

Chair: Kori Rodley

Vice Chair: Vacant

Board Members

Sean VanGordon

Michelle Webber

Steve Moe

Andrew Buck

Alan Stout

David Loveall

City Manager:

Nancy Newton

City Recorder:

Allyson Pulido

541-726-3700

These meetings will be available via phone, internet using Zoom and in person. Members of the public wishing to attend these meetings electronically can call in or attend virtually by following the directions below. This information can also be found on the City's website.

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours' notice prior to the meeting.

Meetings will end prior to 10:00 p.m. unless extended by a vote of the Board.

All proceedings before the Springfield Economic Development Agency are recorded.

January 12, 2026

Monday

7:00 p.m. Regular Meeting
City Council Meeting Room

or

Virtual Attendance

Registration Required:

Attend from your computer, tablet or smartphone:

Zoom

Meeting ID: 824 3540 7922

Copy the link below into an internet browser to register

https://us06web.zoom.us/webinar/register/WN_5_ZAe4OqQD29oXLqAT9_DA

To dial in using your phone in Listen Only Mode:

Dial 1 (971) 247-1195

Toll Free 1 (877) 853-5247

Oregon Relay/TTY: 711 or 800-735-1232

CALL TO ORDER

ROLL CALL -- Board Members: VanGordon ____, Webber ____, Moe ____, Rodley ____, Buck ____, Stout ____, and Loveall ____.

CONSENT CALENDAR

1. **Minutes**
 - a. Draft- November 24, 2025 SEDA Meeting Minutes
 - b. Draft- December 8, 2025 SEDA Meeting Minutes

2. **Resolutions**

3. **MOTION: APPROVE/REJECT THE CONSENT CALENDAR**

COMMUNICATIONS

1. **Business from the Audience: Please limit comments to 3 minutes. Request to Speak cards are available at the entrance. Please present cards to City Recorder. Speakers may not yield their time to others and the Board cannot engage in discussion/conversation with the individual providing comment/testimony.**
2. Correspondence
3. Business from the Staff

REPORT OF CHAIR

REPORTS OF COMMITTEES

PUBLIC HEARINGS - Please limit comments to 3 minutes. Request to speak cards are available at the entrance. Please present cards to City Recorder. Speakers may not yield their time to others.

NEW BUSINESS

1. Delegation Agreement
[Allie Camp] (5 minutes)

MOTION: ADOPT/NOT ADOPT A RESOLUTION ACCEPTING DELEGATION FROM CITY OF SPRINGFIELD FOR NEGOTIATING A BINDING AGREEMENT FOR THE DEVELOPMENT OF CITY OWNED PROPERTY LOCATED AT 538 MAIN STREET

2. Agency Board Officer Elections
[Allie Camp] (5 minutes)

OLD BUSINESS

1. Annual SDC Incentive Program Update
[Sienna Fitzpatrick] (10 minutes)

ADJOURNMENT

AGENDA ITEM SUMMARY

Meeting Date: 01/12/2026

Meeting Type: Springfield Economic Development Agency-Regular Meeting

SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY

Estimated Time: Consent Calendar

ITEM TITLE:

Draft- November 24, 2025 SEDA Meeting Minutes

Attachments

Draft- November 24, 2025 SEDA Meeting Minutes

MINUTES OF THE MEETING OF THE
SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY
HELD MONDAY, NOVEMBER 24, 2025

The Springfield Economic Development Agency (SEDA) met in person and via Zoom on Monday, November 24, 2025.

CALL TO ORDER

Chair Rodley called the meeting to order at 7:45 p.m. and noted Board Member Loveall was excused from the meeting.

ATTENDANCE

Present: Chair Kori Rodley, Vice Chair Beth Blackwell and Board Members Sean VanGordon, Andrew Buck, Michelle Webber, Steve Moe, and Alan Stout.

STAFF PRESENT

Assistant City Manager Niel Laudati, City Recorder Allyson Pulido, and Economic Development Manager Allie Camp

GUESTS PRESENT

Mark Miksis, Managing Partner at deChase Miksis.
Lorri Nelson, Architect at Rowell Brokaw

CONSENT CALENDAR (attachment)

1. Minutes
 - a. Draft- November 10, 2025 SEDA Meeting Minutes
2. Resolutions – None

MOTION: VICE CHAIR BLACKWELL MOVED, SECONDED BY BOARD MEMBER STOUT TO APPROVE THE CONSENT CALENDAR.

The motion passed (7:0), with Chair Rodley, and Board Members Sean VanGordon, Michelle Webber, Steve Moe, Beth Blackwell, Andrew Buck, and Alan Stout voting yes, with no no votes, and no abstentions.

COMMUNICATIONS

1. Business from the Audience – None
2. Correspondence – None
3. Business from Staff – None

REPORT OF THE CHAIR – None

REPORTS OF COMMITTEES – None

PUBLIC HEARINGS – None

NEW BUSINESS – None

OLD BUSINESS

1. Glenwood Master Plan Update

Allie Camp provided a slide presentation and stated that project partners and the master planning team continue to refine the concept for the Glenwood Riverfront Master Plan. She said with policy defined, land assembled, partner buy-in secured, and initial land use underway, SEDA's work had evolved to delivery of the proposed concept.

Members of the Board stated they appreciated that SEDA was at this step in the process and provided direction on SEDA's investment in infrastructure, leveraging its property for the project, and proceeding with the infrastructure phase of the project.

ADJOURNMENT

Chair Rodley adjourned the meeting at 8:18 p.m.

Attest:

Allie Camp

AGENDA ITEM SUMMARY

Meeting Date: 01/12/2026

Meeting Type: Springfield Economic Development Agency-Regular Meeting

SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY

Estimated Time: Consent Calendar

ITEM TITLE:

Draft- December 8, 2025 SEDA Meeting Minutes

Attachments

Draft- December 8, 2025 SEDA Meeting Minutes

MINUTES OF THE MEETING OF THE
SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY
HELD MONDAY, DECEMBER 8, 2025

The Springfield Economic Development Agency (SEDA) met in person and via Zoom on Monday, December 8, 2025.

CALL TO ORDER

Chair Rodley called the meeting to order at 7:58 p.m.

ATTENDANCE

Present: Chair Kori Rodley, Vice Chair Beth Blackwell, and Board Members David Loveall, Sean VanGordon, Andrew Buck, Michelle Webber, Steve Moe, and Alan Stout.

STAFF PRESENT

Assistant City Manager Niel Laudati, City Recorder Allyson Pulido, and Economic Development Manager Allie Camp

Chair Rodley recognized Board Member Loveall who announced a potential conflict of interest because he owned property bordering 437 Main Street. He said he would participate in the discussion, but he would abstain from any vote on the subject.

CONSENT CALENDAR (attachment)

1. Minutes – None
2. Resolutions
 - A. SEDA Contracts Over Winter Recess

A Resolution authorizing the City Manager to award contracts exceeding \$250,000 and approve amendments to public contracts exceeding levels in Springfield Municipal Code Sections 2.706(3) and 2.707(3) in conformance with all other applicable requirements of the Springfield Municipal Code and Oregon Public Contracting Law during the period commencing December 9, 2025 and continuing through January 11, 2026 while the Board is on winter recess.

MOTION: VICE CHAIR BLACKWELL MOVED, SECONDED BY BOARD MEMBER WEBBER TO APPROVE THE CONSENT CALENDAR.

The motion passed (8:0), with Chair Rodley, Vice Chair Blackwell and Board Members Sean VanGordon, Michelle Webber, Steve Moe, David Loveall, Andrew Buck, and Alan Stout voting yes, with no no votes, and no abstentions.

COMMUNICATIONS

1. Business from the Audience – None
2. Correspondence – None
3. Business from Staff – None

REPORT OF THE CHAIR – None

REPORTS OF COMMITTEES – None

PUBLIC HEARINGS – None

NEW BUSINESS – None

OLD BUSINESS – None

ADJOURNMENT - Chair Rodley adjourned the meeting at 8:00 p.m.

Attest:

Allie Camp

AGENDA ITEM SUMMARY	Meeting Date:	01/12/2026
	Meeting Type:	Springfield Economic Development Agency- Regular Meeting
	Staff Contact/Dept:	Allie Camp, Economic Development Manager/Economic Development
SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY	Staff Phone No:	
	Estimated Time:	5 Minutes

ITEM TITLE:
Delegation Agreement

ACTION REQUESTED:
To adopt/not adopt the following Resolution and enter into the Delegation Agreement as substantially shown in Attachment 2:

A RESOLUTION ACCEPTING DELEGATION FROM CITY OF SPRINGFIELD FOR NEGOTIATING A BINDING AGREEMENT FOR THE DEVELOPMENT OF CITY OWNED PROPERTY LOCATED AT 538 MAIN STREET

ISSUE STATEMENT:
The project proposed by Obie Companies Incorporated on City-owned property at 538 Main Street engages both the City Council and SEDA; delegating the project negotiations to one decision-making body will maintain efficiency and clarity.

DISCUSSION/FINANCIAL IMPACT:
The City executed a Memorandum of Understanding (MOU) with Obie Companies Incorporated, Developer, on October 15, 2025. The MOU provides a framework for negotiations and the preparation of a future Binding Agreement for the disposition and development of City-owned property at 538 Main Street. Developer has proposed a four-to-five story building of studio, one-bedroom, and two-bedroom apartments with ground floor active use.

The MOU identifies discussions for both the City Council and the Springfield Economic Development Agency (SEDA). The interests in bringing this development project to fruition are shared between the City Council and SEDA, and the proposed development project aligns with the work of SEDA. The Downtown Urban Renewal Plan identifies that SEDA may undertake a project such as this to further its goals of growth of the tax base and partnership in public/private development and redevelopment efforts.

To maintain efficiency and clarity between the Developer, the City, and SEDA, staff have prepared a Resolution (ATT 1) and a Delegation Agreement (ATT 2) to delegate project negotiations from the City to SEDA specifically for this project. Any future binding agreement will require decision by the City Council, SEDA, and the Developer.

It is the decision of the SEDA Board to accept this delegation.

Attachments

- 1. Resolution
- 2. Delegation Agreement

**SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY (SEDA)
RESOLUTION NO. _____**

**A RESOLUTION ACCEPTING DELEGATION FROM CITY OF SPRINGFIELD FOR NEGOTIATING
A BINDING AGREEMENT FOR THE DEVELOPMENT OF CITY OWNED PROPERTY LOCATED AT
538 MAIN STREET**

WHEREAS, the Downtown Urban Renewal Plan was approved by voters on November 6, 2007, and accepted by the Springfield City Council by Ordinance 6210 (adopted November 26, 2007);

WHEREAS, the City and SEDA are parties to a Cooperation and Services Agreement dated July 16, 2008, where they agree to cooperate on completing projects under the Plan by providing funding and administrative services and advancing and reimbursing funds to complete a Project under the Plan;

WHEREAS, the Downtown Urban Renewal Plan (the "Plan") provides that SEDA may stimulate new investments in the Plan Area by providing financing or other forms of financial assistance that is consistent with Section 800 of the Plan;

WHEREAS, ORS 457.180(7) provides that SEDA may engage in any other housing and community development activities specifically delegated to it by the City including, but not limited to, land acquisition and disposition and making of grants and loans from any available source;

WHEREAS, on October 15, 2025, the City executed a Memorandum of Understanding ("Development MOU") with Obie Companies ("Developer") to provide a framework for negotiations and the preparation of a future Binding Agreement for the disposition and development agreement ("Binding Agreement") of City-owned property at 538 Main Street, Springfield, Oregon, Map Identification No. 17-03-35-31, Tax Lots Nos. 08300, 08400 and 08500 (the "Development") into a four to five story building of studio, one-bedroom, and two-bedroom apartments with ground floor active use;

WHEREAS, the Development is located within the Plan Area and the Developer intends to request funding and other assistance from SEDA to assist in completing the Development;

WHEREAS, the City and SEDA believe it is beneficial for the City to delegate to SEDA the authority to negotiate aspects of the Development such as the property disposition and other related decisions because their interests in completing the Development are aligned; and having one body evaluate and negotiate the Development will be more efficient and provide more clarity for the Developer;

WHEREAS, ORS 190.010 provides that units of local government may enter into agreements for the performance of any and all functions and activities that any party to the agreement, its officers, or agents have the authority to perform;

WHEREAS, the City and SEDA have drafted a written Delegation Agreement setting out each party's rights and obligations in connection with negotiating the Development with the Developer; and

WHEREAS, the City retains the authority to provide final approval to execute the Binding Agreement on the City's behalf;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SEDA, AN URBAN RENEWAL AGENCY OF THE CITY OF SPRINGFIELD, AS FOLLOWS:

Section 1: SEDA will undertake negotiating the City's and SEDA's obligations and agreements with regard to the Development in accordance with the attached Delegation Agreement between the City and SEDA.

Section 2: The Economic Development Manager is authorized to execute the attached Delegation Agreement.

Section 3: This Resolution will take effect immediately upon adoption.

ADOPTED by the Board of Directors of SEDA, an Urban Renewal Agency of the City of Springfield this ____ day of _____, 2026, by a vote of ____ for and ____ against.

ATTEST:

SEDA Liaison

REVIEWED & APPROVED
AS TO FORM



DATE 12/23/2025
OFFICE OF CITY ATTORNEY

DELEGATION AGREEMENT

THIS AGREEMENT is effective as of _____, 2026, by and between the CITY OF SPRINGFIELD, a Municipal Corporation of the State of Oregon ("City"), and the SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY, the Urban Renewal Agency of the City of Springfield, Oregon, a public body created pursuant to ORS Chapter 457 ("Agency").

RECITALS:

- A. ORS Chapter 457 provides that the Agency may prepare and undertake an urban renewal project ("Project") pursuant to the urban renewal plan known as the Downtown Urban Renewal Plan, dated November 27, 2007 (the "Plan").
- B. ORS 457.180(7) provides that Agency may engage in any other housing and community development activities specifically delegated to the Agency by the City including, but not limited to, land acquisition and disposition and the making of grants and loans from any available source.
- C. ORS 190.010 provides that units of local government may enter into agreements for the performance of any and all functions and activities that any party to the agreement, its officers, or agents have the authority to perform.
- D. City and Agency are parties to a Cooperation and Services Agreement dated July 16, 2008, where they agree to cooperate on completing projects under the Plan by providing funding and administrative services, and advancing and reimbursing funds to complete a Project under the Plan.
- E. City and Agency are parties to a Memorandum of Understanding Regarding Systems Development Charges in Urban Renewal Areas ("SDC MOU") dated July 7, 2024, which provides for Agency to pay certain system development charges under its obligations under the Plan for eligible urban renewal projects ("SDC waiver program").
- F. On October 15, 2025, the City executed a Memorandum of Understanding ("Development MOU") with Obie Companies ("Developer") to provide a framework for negotiations and the preparation of a future binding disposition and development agreement ("Binding Agreement") of City-owned property at 538 Main Street, Springfield, Oregon, Map Identification No. 17-03-35-31, Tax Lots Nos. 08300, 08400 and 08500 (the "Development") into a four to five story building of studio, one-bedroom, and two-bedroom apartments with ground floor active use.
- G. The Property is located within the Plan Area and the Developer intends to request funding and other assistance from the Agency to assist in completing the Development.
- H. City and Agency believe it is beneficial for the City to delegate to the Agency the authority to negotiate aspects of the Development such as the property disposition and other related decisions because their interests in completing the Development are aligned; and because most members of the Agency also represent the City, having one

body evaluate and negotiate the Development will be more efficient and provide more clarity for the Developer.

- I. The City and Agency intend for the delegation set out in this Delegation Agreement to apply only to this Project; City and Agency will continue to operate under the obligations and agreements of the Cooperation and Services Agreement dated July 16, 2008.

NOW THEREFORE, the City and the Agency agree as follows:

Section 1. Delegation. The Agency covenants and agrees with the City that it will undertake negotiating the City's and Agency's obligations and agreements with regard to the Development in accordance with the terms of the Plan, the existing Cooperation and Services Agreement, the Developer MOU, and this Agreement with the goal of negotiating a mutually beneficial agreement between the City, Agency, and the Developer for the Development.

Section 2. Binding Agreement. The parties intend to negotiate a three-party Binding Agreement with the Developer that sets out each party's duties, consideration, and obligations with regard to completing the Development. Agency and Agency's Board will have authority to act on behalf of the City to reach a tentative agreement on all terms of the Binding Agreement; the parties intend that the Agency Board and City Council will provide final approval to execute the Binding Agreement on behalf of the parties. Agency and City anticipate the Binding Agreement will include the following provisions:

a. Property Disposition. This delegation includes negotiating a Binding Agreement between the City, Agency, and Developer including, but not limited to, the disposition of the City-owned property to Developer.

b. Parking Agreement. Developer desires to negotiate the use of one of the City's parking lots for the Development. City delegates to Agency the negotiation of Developer's use of the parking lot as part of the Development including, but not limited to, terms of a lease agreement or other formal disposition of city-owned parking lots.

c. Agency System Development Charges Program. The parties anticipate that Developer will wish to avail itself of the Agency's SDC waiver program. City and Agency understand and agree that Agency will take this program into account when negotiating the City's and Agency's obligations in connection with the Development. City and Agency will adhere to the SDC MOU in carrying out this section.

d. Agency Financing. Developer has requested that Agency provide financial assistance to fund part of the project. City and Agency understand and agree that Agency will take this financial assistance into account when negotiating the City's and Agency's obligations in connection with the Development.

Section 3. Interpretation. Except as specifically defined herein, the Terms used herein shall have the same meaning as those contained in the Plan or in ORS Chapter 457.

Section 4. Duration. This Agreement shall be in effect from effective date shown above to October 15, 2026, or until superseded by the Binding Agreement, whichever comes first.

Section 5. Termination. Upon seven days' prior written notice delivered to the other party, either party, without cause, may terminate its participation in this Agreement. Notice to the City will be provided in writing to the Springfield Mayor or, if the Mayor's seat is vacant, to the Council President. Notice to the Agency will be provided to the Agency Board Chair.

Section 6. Indemnification. To the extent allowed by the Oregon Constitution and the Oregon Revised Statutes, both parties hereto agree to defend, indemnify, and save the other harmless from any claims, liability or damages including attorney fees arising out of any error, omission or act of negligence on the part of the indemnifying party, its officers, agents, or employees in the performance of this Agreement.

Section 7. Status. In providing the services specified in this Agreement (and any associated services) both parties are public bodies and maintain their public body status as specified in ORS 30.260. Both parties understand and acknowledge that each retains all immunities and privileges granted to them by the Oregon Tort Claims Act (ORS 30.260 through 30.295) and any and all other statutory rights granted as a result of their status as local public bodies.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate pursuant to approval by each of the parties' signatory hereto.

CITY OF SPRINGFIELD

SPRINGFIELD ECONOMIC
DEVELOPMENT AGENCY

By: _____
Its: _____

By: _____
Its: _____

Attachment:
Memorandum of Understanding dated October 15, 2025

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU" or "Memorandum") is entered into on the day of October 15, 2025, (the "Effective Date") by and between Obie Companies ("Developer") and the City of Springfield, Oregon, a municipal corporation of the state of Oregon ("City"). Developer and City may be referred to individually as (the "Party" or collectively, the "Parties").

RECITALS

- A. PURPOSE AND SCOPE.** The purpose and scope of this MOU is to continue good faith progress between Parties after the expiration of their Exclusive Negotiating Agreement (ENA) to build a framework for negotiations and preparation of a future Binding Agreement and related documents for the redevelopment of 538 Main Street, Springfield, Oregon, Map Identification No. 17-03-35-31, Tax Lot Nos. 8300, 8400, and 8500 (the "Property") currently anticipated to be a four to five-story building of studio, one-bedroom, and two-bedroom apartments with ground floor active use (the "Project").

NOW THEREFORE, the Parties agree to the following terms and conditions:

1. RESPONSIBILITIES AND OBLIGATIONS OF DEVELOPER

a. Project Infrastructure Planning

Developer will confirm, in writing, that the utility service providers have the capacity to ensure that conditions on the site are feasible for redevelopment of the Property as set out in this MOU. Developer will be responsible for any costs associated with this delivery.

b. Project Design Drawings/Footprint/Massing Diagram/Number of Units/Uses/Square Footage

Developer will provide the Project's first phase of conceptual design including the number of floors, number of units, unit makeup, design and scale of the building, and general use of the ground floor space per the Springfield Development Code and any applicable land use refinement plans. Developer will be responsible for any costs associated with this delivery.

c. Project Financial Support

Developer will make any anticipated requests of the Springfield Economic Development Agency ("SEDA") to finance a portion of the Project costs including how the project meets the goals of the Downtown Urban Renewal Plan, how much financial support the Developer is seeking, when the financial support would need to be secured, and other information requested by SEDA. This deliverable is needed by November 2025.

d. Project Proforma Information

MEMORANDUM OF UNDERSTANDING

(Obie Companies; 538 Main Street, Springfield, Oregon)

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Developer will provide updated proforma information at City's request to reflect changes or refinement of the project scope for potential review by a third-party development consultant. This proforma update will continue to inform the financial feasibility of the project. Developer will be responsible for any costs associated with this delivery.

e. Project Timeline for Performance

Developer will provide a proposed written timeline for delivery of the Project including entitlements, permits, lending, construction, and occupancy. This timeline will be used to inform the future Binding Agreement. Parties understand that the Timeline for Performance is an iterative process. Developer will update the City of changes and not be held to a specific timeline unless it is incorporated into the future Binding Agreement. Developer will be responsible for any costs associated with this delivery.

f. Project Financials

Developer will provide a written financing approach outlining potential funding sources, and the time frames for engaging them that aligns with the Timeline for Performance. This approach will be used to inform the future Binding Agreement. Developer will be responsible for updating City of changes of the Project financials.

g. Land Use/Housing Diversity Tax Exemption Applications and Approvals

Developer will schedule and participate in a City Development Initiation Meeting and Housing Diversity Tax Exemption preapplication meeting. Developer will incorporate any planning process steps and requirements into the Timeline for Performance. Developer will be responsible for costs and fees associated with the permitting and land use processes, applications, requirements and approvals for the Project including any Variance applications.

h. Prevailing Wage

Developer acknowledges the relevance and application of prevailing wage throughout the entirety of this project. When sufficient information is compiled, Developer will be responsible for obtaining a prevailing wage determination from the Bureau of Labor and Industries (BOLI), anticipated at the point of the future Binding Agreement.

2. RESPONSIBILITIES AND OBLIGATIONS OF CITY

a. Property Disposition/Lease

City will provide proposals and negotiate with the Developer for sale or lease of the Property for inclusion in the future Binding Agreement. City will be responsible for any costs associated with this delivery.

b. Parking Use Agreement

City will provide proposals and negotiate with Developer for use of City's adjacent parking lot for the Project. Any agreements between the City and

MEMORANDUM OF UNDERSTANDING

(Obie Companies; 538 Main Street, Springfield, Oregon)

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Developer about the Developer using the City's adjacent parking lot for the Project will be incorporated into the future Binding Agreement. City will be responsible for any costs associated with this delivery.

c. Council and SEDA Authorization

City Staff will coordinate Council and SEDA deliberation, direction and decisions regarding the City's and SEDA's obligations described in this MOU.

d. Administrative Assistance and Cooperation

City will participate in any Development Issues Meetings and Housing Diversity Tax Exemption application meetings related to the Project. City will work in good faith and make diligent efforts to assist Developer with its obligations under this MOU including land use approvals and the Housing Diversity Tax Exemption process. Land use approvals and tax exemption decisions cannot be guaranteed and are subject to the approval criteria and process outlined in the Springfield Development and Municipal Codes.

e. Staging

City will propose a City or SEDA owned site to provide a staging area during Project construction that meets the needs of the Parties and addresses the City's requirements for safety and traffic. A written agreement about staging will be incorporated into the future Binding Agreement.

f. Access

City shall provide Developer full access to the Property during the term of this MOU for the purpose of conducting its obligations under this MOU subject to the attached Right of Entry. The site will remain an active, managed public parking lot during the duration of this MOU. Developer must provide City three business days' notice for work on the Property that will interfere or obstruct its use as a public parking lot. Developer shall repair or restore any damage caused by the entry of Developer or its agents upon or under the Property.

3. **DURATION.** The MOU's term is 180 days from the Effective Date which may be extended for two (2) additional 30-day renewal terms upon the written approval of the Springfield City Manager and Developer.
4. **GOOD FAITH EXCLUSIVE NEGOTIATIONS.** City and Developer agree and covenant to negotiate the terms of the Binding Agreement in good faith. City acknowledges that Developer will expend time and expense in preparing its obligations under this MOU, conducting due diligence, and conferring with City staff with regard to its proposal for the Project. During the term hereof, City agrees Developer will have the exclusive right to negotiate with City for the rights to develop the Property and that City will not accept, solicit, pursue or entertain any other offers or other indications of interest with respect to the Property for any development, sale or other transaction.
5. **CONFIDENTIALITY.** City and Developer agree all information submitted by Developer during the term hereof is submitted on the condition that City keep said information

confidential. City agrees not to disclose said confidential information provided by Developer including, but not limited to, financial statements regarding Developer or the Project and proforma information. This nondisclosure obligation survives termination of this MOU but does not apply to the extent any such information is publicly available, has been disclosed by other parties or is required to be disclosed under Oregon public records laws.

- 6. NOTICES.** All notices given under this MOU shall be in writing and may be delivered, with all applicable delivery and postage charges prepaid, by: (a) personal delivery or messenger; (b) nationally recognized overnight courier service; (c) certified U.S. mail, return receipt requested; or (d) e-mail, to a Party at the address set forth below:

Agency: City of Springfield
225 Fifth Street
Springfield, OR 97477
Attn: Allie Camp
Email: acamp@springfield-or.gov

Owner: Obie Companies, INC.

Attn: Seth Sherry
Email: _____

Obie Companies, INC.

Attn: Casey Barrett
Email: _____

Notices shall be deemed received by the addressee upon the earlier of actual delivery or refusal of a party to accept delivery thereof; provided that notices sent by email shall be deemed given on the date received if, and only if, delivered prior to 5:00 p.m. PST and if concurrently sent by another means allowed hereunder. The addresses to which notices are to be delivered may be changed by giving notice of such change in address in accordance with this notice provision. Notices may be given by counsel to a Party.

- 7. BINDING EFFECT /TERMINATION.** During this MOU term and any extensions, the Parties shall negotiate in good faith to complete and execute a future Binding Agreement upon terms and conditions consistent with this MOU. No sale agreement or other right, obligation, or estate in land shall be created except by delivery and appropriate execution by both Parties of the Binding Agreement and all other related and necessary documents duly authorized by the Springfield City Council or SEDA Board. If the Binding Agreement is not executed and delivered prior to expiration of the Term (and any extension(s) thereto) or if Developer elects in its sole discretion (by notice in writing to City) not to pursue development of the Project, this MOU shall terminate and be of no further force or effect. If during the course of negotiations it becomes clear no

MEMORANDUM OF UNDERSTANDING
(Obie Companies; 538 Main Street, Springfield, Oregon)

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future Binding Agreement can be reached, Developer shall not unreasonably withhold consent to early termination of this MOU. This MOU terminates on the termination date of the MOU or upon execution and delivery of the future Binding Agreement which thereafter controls the rights of City and Developer with respect to the Property.

8. **SCHEDULE** City staff will need to discuss the contents of the MOU in Executive Session with the City Council. To schedule that in an efficient manner, all deliverables within this MOU need to be provided to City staff by the end of month 4/120 days of the agreement. Should the MOU term be extended, the provision date of deliverables will be extended accordingly.
9. **ASSIGNMENT.** Neither party shall assign this MOU, in whole or in part, or any right or obligation hereunder, without the other party's written approval.
10. **INTEGRATION.** This MOU embodies the entire agreement of the Parties. There are no promises, terms, conditions, or obligations other than those contained herein. This MOU shall supersede all prior communications, representations or agreements, either oral or written, between the Parties. This contract shall not be amended except in writing, signed by both Parties.
11. **MISCELLANEOUS.** Each Party has reviewed this MOU and agrees that the rule of construction to the effect that any ambiguities are to be resolved against the drafting Party shall not be employed in the interpretation of this MOU. No provision of this MOU shall be deemed to have been waived by either Party unless the waiver is in writing and signed by that Party. As used in this MOU, (a) "shall" means mandatory and imperative, and (b) "including" means including without limitation. This MOU may be executed in one or more identical counterparts, each of which shall be deemed an original and all of which will collectively constitute one agreement.

CITY OF SPRINGFIELD, OREGON

OBIE COMPANIES

By: *Nanaj Newton*
Title: CITY MANAGER
Date: 10/15/2025

By: *[Signature]*
Title: OWNER
Date: 10/14/25

AGENDA ITEM SUMMARY	Meeting Date:	01/12/2026
	Meeting Type:	Springfield Economic Development Agency- Regular Meeting
	Staff Contact/Dept:	Allie Camp, Economic Development Manager/Economic Development
SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY	Staff Phone No:	
	Estimated Time:	5 Minutes

ITEM TITLE:

Agency Board Officer Elections

ACTION REQUESTED:

Springfield Economic Development Agency Board members shall elect a Chair, Vice Chair and Secretary, as outlined in the SEDA By-Laws.

ISSUE STATEMENT:

According to the SEDA Bylaws, a Chair, Vice Chair, and Secretary shall be elected by the Agency annually and at the first regular meeting of the Board. Elections shall be made from among the Board members and members may serve consecutive terms.

DISCUSSION/FINANCIAL IMPACT:

At the first regular meeting of the calendar year the Springfield Economic Development Agency Board (SEDA) elects the officer positions of Chair, Vice Chair, and Secretary from among the current Board members (ATT 1). Officer positions serve for one year. The roles of the officer position, as written in the Bylaws (ATT 2), are described below.

The Chair shall be elected by the Board members of the Agency and shall preside at all meetings of the Agency. After approval by the Board members, except as otherwise authorized by resolution of Board members, the Chair shall sign all contracts, deeds and other instruments made by the Agency. At each meeting, the Chair shall submit such recommendations and information as the Chair may consider proper concerning the business, affairs, and policies of the Agency (SEDA Bylaws -- Art III, Sec 2). The 2025 SEDA Chair position has been most recently held by Board Member Rodley.

The Vice Chair shall be elected by the Board members of the Agency and shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until such time as the Board shall elect a new Chair (SEDA Bylaws -- Art III, Sec 3). The 2025 SEDA Vice Chair position has been most recently held by Board Member Blackwell.

The Secretary shall be elected by the Board members of the Agency and shall perform the duties of the Chair in the absence or incapacity of both the Chair and the Vice Chair and shall perform the duties of the Vice Chair when the latter acts as Chair. In coordination with the staff liaison, the Secretary shall keep the records of the Agency, act as Secretary of the meetings of the Agency and record all votes, keep a record of the proceedings of the Agency, perform all duties incident to the office, and keep in safe custody all records confirmed by the Board members of the Agency (SEDA Bylaws -- Art III, Sec 4). The 2025 SEDA Secretary position has been most recently held by Board Member Stout.

Attachments

1. Board Roster
2. Board By-laws

SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY
Principal Officials as of December 24, 2025
City of Springfield
225 Fifth Street
Springfield, Oregon 97477

GOVERNING BOARD

Term Expiration

Michelle Webber	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2026
Steve Moe	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2026
Kori Rodley Chair	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2028
Beth Blackwell Vice Chair	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2028
Andrew Buck	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2026
Alan Stout Secretary	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2028
Sean VanGordon	Springfield Council Representative	225 Fifth Street Springfield, OR 97477	December 2028
David Loveall	Lane County Representative	Lane County 125 E. 8 th Avenue Eugene, OR 97401	December 2026

ADMINISTRATION

Allyson Pulido
City Recorder
City of Springfield
apulido@springfield-or.gov
541-726-3700

Allie Camp
Economic Development Manager
City of Springfield City Manager Office
acamp@springfield-or.gov
541-726-3700

Nathan Bell
Finance Director
City of Springfield Finance Department
nbell@springfield-or.gov
541-726-2364

URBAN RENEWAL AGENCY RESOLUTION NO. SEDA2013-06

RESOLUTION OF THE SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY

APPROVING AND ADOPTING AGENCY BY-LAWS

WHEREAS, the Springfield Urban Renewal Agency acting by and through the Springfield Economic Development Agency of the City of Springfield, Oregon, pursuant to the provisions of Chapter 457 of the Oregon Revised Statutes, is the duly appointed Urban Renewal Agency of the City of Springfield, Oregon.

WHEREAS, the Agency wishes to adopt a set of by-laws to govern the conduct and business of the Agency;

NOW, THEREFORE, THE SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY DOES RESOLVE AS FOLLOWS:

ARTICLE I - AUTHORITY

Section 1. Name: The name of the Agency shall be the Springfield Economic Development Agency, hereinafter referred to as "Agency".

Section 2. Office: The office of the Agency shall be the City Manager's Office of the City of Springfield, Oregon.

Section 3. Powers and Duties of the Agency: The powers and duties of the Agency shall be as provided by Chapter 457 of the Oregon Revised Statutes and Springfield City Charter and as authorized by the Springfield Common Council in accordance with Ordinance No. 5335, adopted by the Springfield Common Council June 2, 1986; modified by Ordinance 5479, adopted by the Springfield Common Council, June 19, 1989; modified by Ordinance 6107, adopted by the Springfield Common Council, December 4, 2004; and modified by Ordinance 6285, adopted by the Springfield Common Council, February 19, 2013.

ARTICLE II - BOARD MEMBERS

Section 1. Board Membership: The Agency will be composed of the governing body of the City of Springfield and one Lane County Commissioner representing Springfield and unincorporated Glenwood for both the Glenwood Urban Renewal Plan and Downtown Urban Renewal Plan with eight (8) voting Board members.

Section 2. Terms: The terms of Board members shall coincide with their terms as Mayor and Councilors of the City of Springfield and Lane County Commissioners. The City Council shall appoint replacements to the Board's city membership should they occur. The Lane County Board shall appoint a replacement to the Board's Lane County Commissioner membership should it occur.

ARTICLE III - OFFICERS

Section 1. Officers: The officers of the Agency shall be chair, vice chair, secretary, and any other officer whom the Agency deems necessary.

Section 2. Chair: The chair shall be elected by the Board members of the Agency and shall preside at all meetings of the Agency. After approval by the Board members, except as otherwise authorized by resolution of Board members, the chair shall sign all contracts, deeds and other instruments made by the Agency. At each meeting, the chair shall submit such recommendations and information as the chair may consider proper concerning the business, affairs, and policies of the Agency.

Section 3. Vice Chair: The vice chair shall be elected by the Board members of the Agency and shall perform the duties of the chair in the absence or incapacity of the chair; and in case of resignation or death of the chair, the vice chair shall perform such duties as are imposed on the chair until such time as the Board shall elect a new chair.

Section 4. Secretary: The secretary shall be elected by the Board members of the Agency and shall perform the duties of the chair in the absence or incapacity of both the chair and the vice chair, and shall perform the duties of the vice chair when the latter acts as chair. In coordination with the staff liaison, the secretary shall keep the records of the Agency, act as secretary of the meetings of the Agency and record all votes, keep a record of the proceedings of the Agency, perform all duties incident to the office, and keep in safe custody all records of the Agency. The staff liaison shall be recommended by the City Manager and confirmed by the Board members of the Agency.

Section 5. Additional Duties: The officers of the Agency shall perform such other duties and functions as may from time to time be required by the Agency or by the by-laws or rules and regulations of the Agency.

Section 6. Election or Appointment: The chair, vice chair, and secretary shall be elected annually by the Agency from among the Board members at the first regular meeting of the Agency in January of each year, and shall hold office for one year or until their successors are elected and qualified. Provided that the officers initially elected shall hold office or until the first regular meeting of the Agency in 1988, or until their successors are elected and qualified.

Section 7. Vacancies: Should the offices of the chair, vice chair, or secretary become vacant, the Agency shall elect a successor from its Board members at the next regular meeting and such election shall be for the unexpired term of such office.

Section 8. Removal: The chair, vice chair, or secretary may be removed at any time by a vote of a majority of the entire Agency.

ARTICLE IV - MEETINGS

Section 1. Regular Meetings: Regular meetings shall be held at such time and place as may from time to time be determined by resolution of the Agency in conformance with Oregon Public Meetings Act. In the event a day of regular meeting

shall be a legal holiday, said meeting shall be held on the next succeeding day. All meetings shall be held at the Agency's office in the City of Springfield, Oregon, or at such other place as the chair shall determine. A regular meeting may be adjourned to a later date by a vote of the majority of the Agency Board members present and voting and no notice of such adjourned meeting needs to be given to Board members.

Section 2. Special Meetings: The chair may, when the chair deems it expedient, and shall, upon the written request of three Board members of the Agency, call a special meeting of the Agency to be held at the regular meeting place, unless otherwise specified in the call, for the purpose of transacting any business designated. Written notice of such meeting shall be given to each Board member of the Agency at least 24 hours prior to the time designated in the notice for the public hearing and to the public in conformance with Oregon Public Meetings Act. Both phone calls and e-mails may be used as secondary notification of such special meetings to Board members. Presence of any Board member at any meeting shall be deemed to be a waiver of notice of such meeting. Special meetings may also be held at any time by the unanimous consent of all Board members of the Agency. No other business shall be transacted at any special meeting than that named in the notice.

Section 3. Quorum: A simple majority of Board members of the Agency shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. A majority of the Board members of the Agency present and voting shall be necessary to determine any question before the Agency, unless otherwise specified in these by-laws, in a resolution of the Agency, or in Roberts Rules of Order Newly Revised.

Section 4. Manner of Voting: The voting on formal resolutions, matters to any Federal, State, County, or City agency, and on such other matters as may be requested by a majority of the Agency Board members shall be by roll call, and the ayes and noes and Board members present, abstaining, and not voting shall be entered upon the minutes of such meeting, except on the election of officers which may be by ballot, if requested by any Board member.

Section 5: Order of Business: At the regular meetings of the Agency, the following shall be substantially the order of business:

- (a) Roll Call
- (b) Approval of minutes
- (c) Communications
- (d) Report of Chair
- (e) Reports of Committees
- (f) Old Business
- (g) New Business
- (h) Resolutions
- (i) Adjournment

Section 6: Resolutions: All resolutions shall be in writing.

Section 7: Roberts Rules: All rules of order not herein provided for or provided for by resolution shall be determined in accordance with Roberts Rules of Order Newly Revised.

Section 8. Open Meetings: All meetings shall be open to the public, except that any portion of a meeting may be held in Executive Session if such session is in conformance with the Oregon Public Meetings Act.

ARTICLE V - PROCEDURES

Section 1. Standing or Special Committees: The chair is authorized to refer items to standing or special committees for recommendation and report. All committees shall be appointed by the chair unless otherwise ordered by the Agency. The committee member first named shall act as chair thereof. Appointments to such committees need not be restricted to Board members of the Agency.

Section 2. Authorization of Expenditures: Authorization and approval of the expenditures of money may be made only at a regular meeting or at a special meeting called for that purpose. Provided, that no authorization or approval of expenditures of money may be made at a special meeting unless all Board members of the Agency have been advised in advance of said meeting that such authorizing action is intended to be taken or considered.

ARTICLE VI – ADMINISTRATIVE SUPPORT

Section 1. Personnel: The Agency may contract for services as it may from time to time find necessary or convenient to perform its duties and obligations at such compensation as may be established by the Agency. Such contracts shall continue at the pleasure of the Agency or until such contracts reach their end date.

Section 2. Legal Counsel: The legal counsel shall be through a contract for services, with an end date, by vote of a majority of the Board members. No Board member shall be eligible to become legal counsel to the Agency until at least one year after leaving office as a Board member.

Section 3. Staff Liaison: The staff liaison shall be recommended by the City Manager and confirmed by the Board members of the Agency.

ARTICLE VII - FINANCIAL

Section 1. Separate Fund: A separate fund or funds of the City of Springfield shall be established for the Agency. All disbursements from these funds shall follow the regular disbursement procedures of the City of Springfield as authorized by the City Council.

Section 2. Budget: Budget procedures followed for all other funds of the City of Springfield shall also be substantially followed for the fund or funds of the Agency, except that the committee which reviews the budget of the Agency shall consist of the Board members of the Agency and at least the same number of members from the

Springfield community, including members of the area included in the Glenwood Urban Renewal Plan and Downtown Urban Renewal Plan, and approved by a simple majority of the Board members.

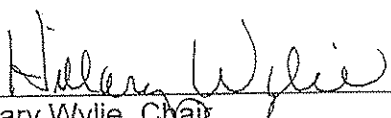
Section 3. Audit: An annual audit of the fund or funds of the Agency shall be performed by the independent auditor of the City of Springfield using the same procedures as are used for all other funds of the City.

ARTICLE VIII - AMENDMENTS


Amendments to By-Laws: Except in the event of an emergency, the by-laws of the Agency shall be amended only with the approval by a simple majority of the Board members of the Agency at a regular or special meeting, but no such amendment shall be adopted unless at least ten (10) days written notice thereof has been previously given to all of the Board members of the Agency. In the event an emergency is declared by two-thirds of the Board members, amendments to the by-laws may be adopted upon reasonable but not less than twenty four (24) hour notice to all Board members of the Agency if they are approved by a simple majority of the Board members of the Agency.

PASSED AND ADOPTED this 10th day of June, 2013, by the following roll call vote:

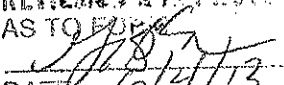
AYES: 8
NOES: 0
ABSENT: 1
ABSTENTIONS: 0



Hillary Wylie, Chair
Springfield Economic Development Agency
Board of Directors

ATTEST: 

Sheri Moore, Secretary
Springfield Economic Development Agency
Board of Directors

REVIEWED & APPROVED
AS TO FORM

DATE: 6/24/13
OFFICE OF CITY ATTORNEY

AGENDA ITEM SUMMARY	Meeting Date:	01/12/2026
	Meeting Type:	Springfield Economic Development Agency- Regular Meeting
SPRINGFIELD ECONOMIC DEVELOPMENT AGENCY	Staff Contact/Dept:	Sienna Fitzpatrick, Urban Renewal Analyst/Economic Development
	Staff Phone No:	
	Estimated Time:	10 Minutes

ITEM TITLE:

Annual SDC Incentive Program Update

ACTION REQUESTED:

For discussion and review by the Board.

ISSUE STATEMENT:

Annually, the Board receives an update on the Systems Development Charge (SDC) incentive program utilization to maintain awareness of the program's spending and to provide an opportunity for any administrative changes.

DISCUSSION/FINANCIAL IMPACT:

The SEDA Board implemented the SDC incentive program for Springfield's two Urban Renewal districts in 2013, covering the cost of SDCs for new or redevelopment projects in these areas. In 2024, the Board formally extended the program to continue through 2028 by adopting Resolution 2024-03.

The SDC incentive program is one tool for investing in projects located in Glenwood and Downtown Springfield that support an increase in the City's property tax base. The incentive program has paid for approximately \$1.25 million in SDCs in Downtown and \$1.28 million in Glenwood, an over \$2.5 million investment by SEDA for new or redevelopment projects. SDC costs paid by SEDA can range from a few hundred dollars to hundreds of thousands of dollars. The SEDA Board pays the SDCs to the City through annual payments and strategic reimbursements according to Resolution 2024-04 and a Memorandum of Understanding. Additionally, the Board reviews charges for any development project that requests over \$100,000 in SDCs and may choose deferment or payment over time.

In calendar year 2025, SEDA incurred \$565,035.87 through six applications for the Downtown SDC program, which included two projects with totals over \$100,000. The SEDA Board reviewed these charges on October 13 and decided to defer payment until a later date, exercising the agreements in Resolution 2024-03. As a result of this partial deferment, SEDA will pay the City \$17,800.64 of eligible costs from calendar year 2025 in fiscal year 2027. Glenwood did not receive any SDC applications in 2025. The total charges to the Glenwood SDC program since 2013 are \$1,277,735.10. This leaves \$722,264.90 additional SDC funds available for future Glenwood developments, given the \$2 million cap set by the Board in Resolution 2024-03. The SEDA Board has deferred payment of the Glenwood SDC charges to the City as part of the larger financing strategy for the Glenwood Riverfront Master Plan area.

The Board Briefing Memorandum (ATT 2) provides more detail on the program's background, utilization, and expenditures to date.

Attachments

1. Updated SDC Program Application
2. SDC Program Board Briefing Memorandum

SEDA SDC Program Application

This application is to be completed at the time of permit application for projects that fall within the Downtown or Glenwood Urban Renewal Areas.



Project Information	
Property owner	
Address of project site	
Urban Renewal Area	
Email	
Phone	
Brief Project Description	
SDC details (for staff)	
Transportation fees	
Stormwater fees	
Local wastewater/MWMC fees	
Total	

Requirements of Receiving SEDA Assistance

I as the property owner or owner's representative commit to the following:

1. If project is owner-occupied I agree that the project serves low- or moderate-income household(s) and is to correct health and safety problems and substandard housing.
2. The project meets applicable local land use plans and zoning provisions for the Urban Renewal Area it is within.
3. All plans and specifications of the project are being submitted to SEDA or designated agent for approval.
4. The project will be delivered in a reasonable time frame, prior to permit expiration.
5. The owner shall not affect any instrument whereby the sale, lease, or occupancy of any part of the real property is restricted on the basis of age, race, color, religion, sex, marital status, or national origin.

Signature:

Date:

For administrative use only

Please reference Resolution No. 2024-03 with questions

Program totals (reference last application)	
Downtown SDC Program	
Glenwood SDC Program	
Administrative Check Points	
Downtown projects with SDC values over \$100,000 must be approved by SEDA. Has this been approved?	
Glenwood SDC incentive dollars are capped at \$2M. Will this application push Glenwood over its cap?	
Permits that expire or do not get picked up do not become a financial line item for SEDA. This application will be revisited in one year to determine if it needs to be repaid from SEDA to the City due to actual costs being incurred from the permit proceeding.	

Version control: 15 December 2025

Maintain a copy in City Manager's Office/Economic Development, Community Development, and Finance. Applications will be reviewed every January for Board updates on program use and for any budgeting needs in the next FY.

MEMORANDUM

Springfield Economic Development Agency

Date: 1/12/2026
To: Nancy Newton, City Manager **BOARD**
From: Sienna Fitzpatrick, Urban Renewal Analyst **BRIEFING**
Subject: Annual SDC Incentive Program Update **MEMORANDUM**

ISSUE: Annually, the Board receives an update on the Systems Development Charge (SDC) incentive program utilization to maintain awareness of the program’s spending and to provide an opportunity for any administrative changes.

BACKGROUND:

The SEDA Board established the SDC incentive program from July 1, 2013, to June 30, 2014. The program has continued and was formally extended in 2024 through SEDA Resolution 2024-03 for an additional five years until December 31, 2028. A second resolution (2024-04) determined that SEDA assumes the financial obligation to the City for past accumulated program expenses from July 1, 2014, to December 31, 2023, and will compensate the City for any charges incurred in the future.

The SDC incentive program involves coordination between Development & Public Works, the City Manager’s Office, and Finance. Projects located in the Downtown and Glenwood Urban Renewal Districts are eligible to have SEDA pay for 100% of applicable transportation, stormwater, and wastewater SDCs. Individuals interested in utilizing the program must apply through a brief application (ATT 1) to certify that the use of the funds meets the intent of the Urban Renewal Plans, to track repayment allocations in SEDA’s budget for Downtown fees incurred, and to compile annual updates on the program’s utilization. All Downtown SDC payments are made to the City of Springfield as fees are incurred. Any SDCs charged to SEDA exceeding \$100,000 are brought to the Board to discuss repayment options with the City to support other strategic Urban Renewal investments.

PROGRAM UTILIZATION & SDC CHARTS

The Board’s last program utilization overview was on February 10, 2025. The following three charts display detailed information about the SDC incentive program:

- **Chart 1:** SDCs by Fiscal Year for each Urban Renewal District.
 - **Chart 2:** SDCs by calendar year for each Urban Renewal District.
Measuring utilization by calendar year allows staff to budget for repayment in the following Fiscal Year (FY).
 - **Chart 3:** Cancelled and/or expired SDC payments.
This table tracks SDC payments that did not proceed as expected and explains the negative charges in FY 2024 and calendar year 2023.
-

CHART 1: Summary of SDC Program Expenses by Fiscal Year

	Downtown SDC Investment	Glenwood SDC Investment	FY Total
FY 2014	Program year July 1, 2013- June 30, 2014		
FY 2015	\$ 2,289.56	\$ 338,483.96	\$ 340,773.52
FY 2016	\$ 7,033.49	\$ -	\$ 7,033.49
FY 2017	\$ -	\$ 402,861.22	\$ 402,861.22
FY 2018	\$ 360,983.87	\$ 54,369.97	\$ 415,353.84
FY 2019	\$ 82,907.32	\$ 414,110.35	\$ 497,017.67
FY 2020	\$ 6,413.15	\$ -	\$ 6,413.15
FY 2021	\$ -	\$ 92,916.12	\$ 92,916.12
FY 2022	\$ 16,813.55	\$ -	\$ 16,813.55
FY 2023	\$ 75,459.23	\$ -	\$ 75,459.23
FY 2024	\$ 34,474.24	\$ (25,006.52)	\$ 9,467.72
FY 2025	\$ 652,361.13	\$ -	\$ 652,361.13
FY 2026 Partial year's data	\$ 9,220.84	\$ -	\$ 9,220.84
Total	\$ 1,247,956.38	\$ 1,277,735.10	\$ 2,525,691.48
% Max. Indebtedness	2.9%	3.9%	
	of \$43,010,000	of \$32,860,000	

CHART 2: Summary of SDC Program Expenses by Calendar Year

	Downtown SDC Investment	Glenwood SDC Investment	Calendar Year Total
2013 (6 months)	Program year July 1, 2013- June 30, 2014		
2014	\$ -	\$ 338,483.96	\$ 338,483.96
2015	\$ 2,289.56	\$ -	\$ 2,289.56
2016	\$ 7,033.49	\$ 402,861.22	\$ 409,894.71
2017	\$ 248,136.45	\$ -	\$ 248,136.45
2018	\$ 142,017.44	\$ 29,363.45	\$ 171,380.89
2019	\$ 60,150.45	\$ 439,116.87	\$ 499,267.32
2020	\$ -	\$ 89,049.28	\$ 89,049.28
2021	\$ 4,008.22	\$ 3,866.84	\$ 7,875.06
2022	\$ 88,264.56	\$ -	\$ 88,264.56
2023	\$ 18,817.86	\$ (25,006.52)	\$ (6,188.66)
2024	\$ 112,202.48	\$ -	\$ 112,202.48
2025	\$ 565,035.87	\$ -	\$ 565,035.87
Total	\$ 1,247,956.38	\$ 1,277,735.10	\$ 2,525,691.48

CHART 3: Summary of Canceled or Expired SDCs

Date Applied	FY Applied	FY Negated	FY Reapplied	District	SDC Total	Narrative
5/13/2019	2018	2024	N/A	Glenwood	\$(25,006.52)	Permit expired and the project did not restart. The FY18 charges were negated in FY24 and in calendar year 2023. Appears as a negative number for SEDA in FY24.
8/2/2022	2023	2023	2024	Downtown	\$ 9,559.34	Permit expired; the project restarted in 2024. The FY23 charges were negated, and the cost was reincurred by SEDA in FY24 and in calendar year 2023. This eliminates double-counting and attributes the dollars to the year utilized. The amount appears as part of the total SDCs for FY24.

SDC PROGRAM REPAYMENT:

In fiscal year 2025, SEDA made a lump sum payment of \$570,718.03 to the City for Downtown SDC payments owed from calendar years 2013-2023. SEDA received six applications for the Downtown SDC program in 2025 for a total of \$565,035.87. This includes two large (over \$100,000) SDC requests, which were reviewed and deferred by the SEDA Board on October 13, per SEDA Resolution 2024-03. These charges will be strategically paid to the City and will therefore not be included in the FY 2027 payment. As a result, the total Downtown SDCs planned for payment in FY 2027 will be \$17,800.64.

Glenwood received no SDC applications in 2025. SEDA and the City have agreed to strategically repay all Glenwood SDC program utilization to support the active Glenwood Riverfront Master Plan and other Urban Renewal investments, leaving the total Glenwood SDC charges of \$1,277,735.10 deferred for now. The Glenwood SDC program has a total expenditure cap of \$2 million, with \$722,264.90 remaining for new or redevelopment projects in the district.

RECOMMENDED ACTION: Review and discuss the SDC incentive program administration and reporting.
