



DAN JOHNSON
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
DEVELOPMENT SERVICES BUILDING
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July 24, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Ratification of a loan application to Business Oregon for the County Fair & Event Center multiuse building project. Application Value is \$2,500,000. Funding is through Business Oregon. No County General Funds are involved.

Previous Board Action/Review	7/15/2025: Board authorized staff to apply for a Business Oregon Special Public Works Fund loan.		
Performance Clackamas	- Build a strong infrastructure		
Counsel Review	Yes	Procurement Review	No
Contact Person	Laura Edmonds	Contact Phone	503-742-4366

EXECUTIVE SUMMARY: On 7/15/25 Board authorized staff to apply for a Business Oregon Special Public Works Fund (SPFW) loan to assist with financing of the Clackamas County Fair & Event Center multiuse building project.

Business Oregon offers low interest loans to public agencies for projects through the SPFW. To identify if this project meets loan guidelines, staff completed a required Business Oregon Intake Form for consideration of approval to apply for the SPFW low interest loan. Business Oregon confirmed this project meets their lending criteria and extended an invitation on June 4, 2025 to apply for the loan. The County had been given 45 days, a deadline of Friday, July 18, 2025, in which to apply for the loan.

Due to timing, County Administrator Gary Schmidt was required to sign on behalf of the County in order to meet the application deadline of July 18, 2025.

Due to the unique nature of this loan, current County ordinance allows Administrator Schmidt to sign on behalf of the Board for various purposes but does not specifically mention loans.

This ratification will provide necessary documentation that the Board acknowledged and approved Administrator Schmidt's authority to sign the Business Oregon loan application.

County Counsel reviewed and approved signing of the application.

RECOMMENDATION: Staff recommends the Board ratify Administrator Schmidt's authority to sign the Business Oregon Special Public Works Fund loan application for the Clackamas County Fair and Event Center multiuse building.

Respectfully submitted,

Dan Johnson

Dan Johnson, Director
Transportation & Development

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Response to Opportunity/Problem

Briefly describe the major alternatives considered to address this opportunity or problem:
A temporary tent structure had been erected on site and used for events and emergency evacuations, but was only temporary as it could not accommodate safely the people and live stock that used the facility.

Built with durable infrastructure and modern amenities, the building enhances the Fair's ability to host year-round events while also serving as a critical community resiliency resource.

Detailed Project Description

Clearly describe the proposed project work to be accomplished:
Construction of a new 43,000 square foot multipurpose event center that can accommodate live events, meetings, live stock shows, and tourism related activities.

In times of crisis, it can be activated as a reunification site, shelter, mass vaccination site or emergency operations hub—providing a safe, accessible, and dependable space for residents of Clackamas County and surrounding areas. The new multipurpose building at the Clackamas County Fairgrounds has been formally identified as a critical asset in the county’s emergency preparedness and community resiliency planning.

If the Board of County Commissioners declares any emergency, the Center and all fairground facilities will be called into use. This could include; fire related evacuations, vaccine clinics and any other unforeseen emergencies that require the safe gathering and/or housing of people and livestock.

A small low interest loan is needed to fill the gap of funding that has already been commtted to build the structure.

Project Work Plan

List project activity milestones with estimated start and completion dates. Identify estimated date of first cash draw:

Activity	Estimated Date	
	Start	Completion
Broke ground on site	Jan 6, 2025	Jan 6, 2025
City of Canby Planning Approval	Jan 23, 2025	Jan 23, 2025
Site Work & Underground Utilities	Jan 24, 2025	Oct 1, 2025
Structural & Under Slab Utilities	Apr 21, 2025	Dec 12, 2025
Construction - TI & Completion	Dec 13, 2025	Jun 10, 2026

Estimated First Draw Date: Jan 2026

Project Budget

List individual project budget line items with requested budgeted amounts by IFA and non-IFA funding sources. Change budget column labels to identify the specific requested IFA funding sources. Non-IFA sources are those funds other than those requested from IFA.

Please be aware that the award loan amount will be subject to a less than 1% issuance fee if the loan is included in the Oregon Bond Bank. Please contact Business Oregon for additional information.

Budget Line Item (Adjust budget items to suit the project) <i>Below are general items most used</i>	IFA Funding		Non-IFA	Total
	Source 1	N/A	Funds	
Engineering/Architecture	\$0	\$0	\$0	\$0
Construction	2,500,000	0	11,368,577	13,868,577
Construction Contingency				0
Land Acquisition	0	0	0	0
Legal	0	0	0	0
Construction Management				0
Other (Specify)				0
Other (Specify)				0
Other (Specify)				0
Other (Specify)				0
Totals	2,500,000	0	11,368,577	13,868,577

Details of Non-IFA Funds

Source of Non-IFA Funds	Amount	Status: C-Committed, A-Application S-Submitted, AI-Application Invited, PS-Potential Source	Dates Required Funds will be Committed and Available
State American Rescue Plan Act (ARPA)	\$4,790,800	C	31-Dec-24
County American Rescue Plan Act (ARPA)	4,800,000	C	23-May-24
Business Oregon Development Dept Grant	277,777	C	14-Dec-23
Fundraising & Sponsorships	1,500,000	PS	
IFA Loan	2,500,000	A	1-Jan-26
Totals	13,868,577		

If "Non-IFA funds" include USDA Rural Development funding that will require interim financing, please indicate the source of the interim financing. N/A

General Certification

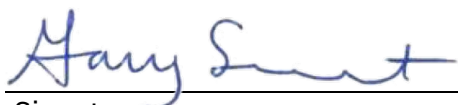
I certify to the best of my knowledge all information, contained in this document and any attached supplements, is valid and accurate. I further certify that, to the best of my knowledge:

1. The application has been approved by the governing body or is otherwise being submitted using the governing body's lawful process, and
2. Signature authority is verified.

Check one:

- ☐ Yes, I am the highest elected official. (e.g., Mayor, Chair or President)
- ☒ No, I am not the highest elected official so I have attached documentation that verifies my authority to sign on behalf of the applicant. (Document such as charter, resolution, ordinance or governing body meeting minutes must be attached.)

The department will only accept applications with proper signature authority documentation.



Signature

07/17/2025

Date

Gary Schmidt

Printed Name

County Administrator

Printed Title

FOR BUSINESS OREGON USE ONLY

Concept Number

Intake Approval Date

Project Type:

☐ Planning

☐ Construction

☐ Other:

☐ Design

☐ Design & Construction