

**CANBY URBAN RENEWAL AGENCY
SPECIAL MEETING MINUTES
October 16, 2019**

PRESIDING: Chair Tim Dale.

COMMISSIONERS PRESENT: Brian Hodson, Trygve Berge, Greg Parker, Sarah Spoon, Shawn Varwig and Traci Hensley.

STAFF PRESENT: Scott McClure, Urban Renewal Director; Joseph Lindsay, City Attorney; Melissa Bisset; City Recorder; Jamie Stickel, Economic Development Director; and Calvin LeSuer, Economic Development and Tourism Coordinator.

OTHERS PRESENT: Chad Johnson

CALL TO ORDER: Chair Dale called the Special Meeting to order at 6:30 p.m. in the Council Chambers.

CITIZEN INPUT: None

CONSENT AGENDA: ****Commissioner Hodson moved to adopt the minutes of the August 7, 2019 URA Work Session and Special Meeting. Motion was seconded by Commissioner Hensley and passed 7-0.**

NEW BUSINESS: **Façade Improvement Application for a property located at 381 SW 1st Avenue.**

Calvin LeSuer, Economic Development and Tourism Coordinator, reviewed the application for up to \$25,000 for installation of new windows and a sign. Staff recommended approval. He explained the scope of the Façade Improvement Program which provided matching funds to improve the façades of businesses. This project would help improve a gateway to the City.

Commissioner Parker was in support of the application.

Chad Johnson, applicant, said he planned to take down the old letters on the building and remove the tree in front of the main window so the new sign could be seen clearly. The tree would be replaced with the commemorative sign for Butch Neff. He commented on how helpful Mr. LeSuer and Ms. Stickel were throughout the process.

****Commissioner Berge moved to approve the matching grant of up to \$25,000 for Chad D. Johnson under the guidelines of the Canby Façade Improvement Program. Motion was seconded by Commissioner Hodson and passed 7-0.**

Action Review:

1. Approved the Consent Agenda.
2. Approved a Façade Improvement Construction Grant.

Chair Dale adjourned the Special Meeting at 7:00 p.m.

Melissa Bisset
City Recorder

Tim Dale
Chair

Assisted with Preparation of Minutes – Susan Wood