

**CANBY URBAN RENEWAL AGENCY  
SPECIAL MEETING MINUTES  
May 1, 2019**

**PRESIDING:** Chair Tim Dale.

**COMMISSIONERS PRESENT:** Tracie Heidt, Greg Parker, Traci Hensley, Brian Hodson, Shawn Varwig, and Sarah Spoon.

**STAFF PRESENT:** Rick Robinson, Urban Renewal Director; Joseph Lindsay, City Attorney; and Kim Scheafer, City Recorder.

**OTHERS PRESENT:** Doug Birkeland.

**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 April 3, 2019 URA Special Meeting and appointment of Jack Pendleton to the Urban Renewal District Budget Committee for a term to end on June 30, 2021. Motion was seconded by Commissioner Hensley and passed 5-0.**

Commissioners Parker and Spoon arrived at 6:32 p.m.

**RESOLUTIONS & ORDINANCES:** URR 19-004 – Rick Robinson, Urban Renewal Director, said this resolution would implement Amendment #1 Phase 2 of the engineering contract for the downtown quiet zone. He explained what had been accomplished in Phase 1. He was often asked what was so difficult about doing a quiet zone. He reviewed a schematic from the Engineer that detailed the concept plan for each intersection that had to be vetted through Union Pacific, Federal Rail Authority, ODOT, and the engineers. The Elm Street realignment would be the biggest challenge and cost factor of the project. A PGE pole would also have to be moved. Phase 2 would include right-of-way acquisition and the contract included sub-consultants. Phase 2 would take the project through construction. The money was budgeted and on track to complete the project.

Chair Dale asked if the \$271,123.00 was for right-of-way acquisition also.

Mr. Robinson said no, that would be done separately.

Commissioner Heidt asked when the project would be completed.

Mr. Robinson explained the notice of intent was being prepared to send to Union Pacific and the 30% design was required to accompany that. He thought the project would be out to bid next spring. They could not schedule PGE until they completed 90% design

and they required a six month lead time. Staff recommended approval of the contract in the amount of \$271,123.00.

**\*\*Commissioner Hensley moved to adopt URR 19-004, A RESOLUTION OF THE CANBY URBAN RENEWAL AGENCY AUTHORIZING THE AGENCY DIRECTOR TO EXECUTE A CONTRACT WITH PBS ENGINEERING & ENVIRONMENTAL, INC. FOR FINAL DESIGN, RIGHT-OF-WAY ACQUISITION, AND QUIET ZONE IMPROVEMENTS (N ELM ST – N GRANT ST – N IVY ST). Motion was seconded by Commissioner Varwig.**

Commissioner Heidt was excited to be at 30% design.

Mr. Robinson said this design had been vetted through Union Pacific, Federal Rail Authority, and ODOT. His goal was to keep moving forward with the project because if they were not diligent in pushing this project to completion, it would not be completed.

**Motion passed 7-0.**

**Action Review:**

1. Approved the Consent Agenda.
2. Adopted URR 19-004.

Chair Dale adjourned the Special Meeting at 6:39 p.m.



Kimberly Scheafer, MMC  
City Recorder



Tim Dale  
Chair