

**CANBY URBAN RENEWAL AGENCY
MEETING MINUTES
April 19, 2023**

PRESIDING: Chair Shawn Varwig

COMMISSIONERS PRESENT: Brian Hodson, Traci Hensley, Jim Davis, Jason Padden, and Christopher Bangs.

COMMISSIONERS ABSENT: Herman Maldonado.

STAFF PRESENT: Scott Archer, City Administrator/Agency Director; Jamie Stickel, Economic Development Director; Maya Benham, City Recorder; Jeff Snyder, Public Works Supervisor; and Jerry Nelzen, Public Works Director.

CALL TO ORDER: Chair Varwig called the Meeting to order at 6:00 p.m.

ELECTION OF URA CHAIR AND VICE CHAIR:

****Commissioner Davis nominated Shawn Varwig as Chair. Motion seconded by Commissioner Hodson and passed 6-0.**

****Commissioner Hensley nominated Brian Hodson as Vice Chair. Motion seconded by Commissioner Davis and passed 6-0.**

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None

CONSENT AGENDA:

****Vice Chair Hodson moved to approve the consent agenda which included the minutes from the September 7, 2022 URA meeting and the appointments of Scott Sasse and Lisa Potter to the Urban Renewal Agency Budget Committee with terms ending June 30, 2025. Motion seconded by Commissioner Padden and passed 6-0.**

NEW BUSINESS:

URR 23-001 – Scott Archer, City Administrator, said the bid amount came in higher than anticipated and the extra funds would come from the Logging Road Bridge project which had not moved forward. He thought they should revisit the project list in the future.

Jerry Nelzen, Public Works Director, and Jeff Snyder, Public Works Supervisor, discussed the improvements that would be done at Community Park.

There was discussion regarding the reasons for the increased cost from what was estimated, eligibility for ARPA funds, project spanning into next fiscal year's funding, how funding for the dog park could go this project, using SDCs and City money for the project instead, purpose of the Urban Renewal District, re-estimating upcoming projects, City reimbursing the URD for the costs, and CAPRD.

Barry Johnson, Parks and Recreation Advisory Board Chair, said this project was for the citizens of Canby and the improvements were necessary. If they delayed the project, the costs would only increase. There were a lot of projects they were planning, and if they could use URD funds instead of SDCs, they could use the SDCs for other projects.

****Commissioner Padden moved to approve URR 23-001, A RESOLUTION AUTHORIZING THE URBAN RENEWAL AGENCY DIRECTOR TO EXECUTE A CONTRACT WITH CANBY EXCAVATING, INC. IN THE AMOUNT OF \$767,804.80 FOR THE 2023 CANBY COMMUNITY PARK IMPROVEMENTS PROJECT. Motion seconded by Commissioner Bangs and passed 6-0.**

Chair Varwig would write a memo to the Mayor regarding the funding reimbursement from the City.

Discussion of Future Agenda Items/ Schedule –

****Commissioner Bangs moved to table the discussion of future agenda items to the next meeting on May 3, 2023. Motion was seconded by Commissioner Davis and passed 6-0.**

Chair Varwig adjourned the meeting at 6:56 p.m.

Maya Benham
City Recorder

Shawn Varwig
Chair

Assisted with Preparation of Minutes - Susan Wood