

**CANBY URBAN RENEWAL AGENCY  
MEETING MINUTES  
June 21, 2023**

**PRESIDING:** Chair Shawn Varwig

**COMMISSIONERS PRESENT:** Brian Hodson, Traci Hensley, Jim Davis, and Jason Padden (arrived late due to technical issues)

**COMMISSIONERS ABSENT:** Herman Maldonado and Christopher Bangs

**STAFF PRESENT:** Eileen Stein, Interim City Administrator/Agency Director; Joseph Lindsay, City Attorney/Assistant City Administrator; and Maya Benham, City Recorder.

**CALL TO ORDER:** Chair Varwig called the meeting to order at 6:04 p.m.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None

**CONSENT AGENDA:** **\*\*Commissioner Hodson moved to approve the consent agenda which included the minutes from the April 19, 2023 URA meetings. Motion seconded by Commissioner Davis and passed 4-0.**

**PUBLIC HEARING:** FY 2023-2024 Urban Renewal Agency Budget – Chair Varwig opened the public hearing and read the hearing statement.

Eric Kytola, Finance Director, presented the staff report. On May 18 and 25 and June 1, the URA Budget Committee reviewed and approved the URA budget with no changes.

There was discussion regarding a typo in the Economic Development amount which should be \$350,000.

There was no public testimony.

Chair Varwig closed the public hearing.

**NEW BUSINESS:** URR 23-002 – **\*\*Commissioner Hensley moved to approve URR 23-002, A RESOLUTION ADOPTING THE URBAN RENEWAL AGENCY ANNUAL BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAXES FOR THE FISCAL YEAR 2023-2024 as amended. Motion seconded by Commissioner Hodson and passed 3-1 with Chair Varwig opposed.**

**OLD BUSINESS:**

Commissioner Padden joined the meeting.

Urban Renewal Agency Cash Flow and Project Update – Mr. Kytola summarized the financial activity that had occurred in the Urban Renewal District from June 2020 and forward to the end in 2026. He explained how the debt refinancing was finalized in June of 2021 and gave a review of the capital projects summary, Economic Development

funding, and maximum indebtedness summary. He then discussed the capacity available for future projects and reconciliation of 2020 capacity to 2026 capacity.

Jamie Stickel, Economic Development Director, and Jerry Nelzen, Public Works Director, discussed the Urban Renewal District projects and remaining URA funds. They explained cash flow projections and gave a comparison of options for the 2024 to 2026 funding, capital project cost estimates and options for the Logging Trail Bridge, downtown alleyway improvements, and N Fir Street redevelopment. They asked how the URA preferred to fund Economic Development over the next three years, which projects the URA wanted to further pursue with the funding available, and if there were any other considerations for staff.

There was discussion regarding options for the bridge, how the City budget could include Economic Development, the logging trail being designated as a park and using SDCs for the bridge, issues with the ramp or stairs leading down onto railroad property, façade improvement and mural program funds being used for the projects instead, structural integrity of the bridge, prioritizing the alleyways and street improvements and using other funds to do the bridge project, touching up the bridge as a temporary measure, and how the General Fund could absorb the two other projects better than the logging bridge project.

There was consensus to move forward with Option C, funding 75% of Economic Development in 2024, 50% in 2025, and 25% in 2026; and funding for capital projects of \$150,000 in 2024, \$1,240,000 in 2025, and \$1,010,000 in 2026. There was direction for staff to look at ways to touch up the bridge and to do the alleyways and Fir Street projects with the remaining URA funds.

Chair Varwig adjourned the meeting at 7:19 p.m.



Maya Benham  
City Recorder



Chair

Assisted with Preparation of Minutes - Susan Wood