



URBAN RENEWAL AGENCY Agenda

222 NE 2nd Avenue, Canby, OR, 97013 | Ph: (503) 266-4021 | www.canbyoregon.gov

June 17, 2026 – 6:00 PM

The Urban Renewal Agency meeting may be attended in person in the Council Chambers at
222 NE 2nd Avenue, Canby, OR 97013

The meetings can be viewed on YouTube at:
<https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>

The public may give public comment virtually by contacting the City Recorder;
benhamm@canbyoregon.gov or call 503-266-0720.

For questions regarding programming, please contact: Willamette Falls Studio (503) 650-0275;
media@wfmstudios.org

1. CALL TO ORDER

2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

3. CONSENT AGENDA

- a. Approval of the Urban Renewal Agency February 4 and March 18, 2026, Meeting Minutes.

4. PUBLIC HEARING

You are welcome to speak in person. If you would like to speak virtually, please email or call the City Recorder by 4:30 pm on June 17, 2026, with your contact information: benhamm@canbyoregon.gov or 503-266-0720. Once your information is received, you will be sent instructions to speak.

- a. Public Hearing regarding **URR 26-002**: A Resolution Adopting the Urban Renewal Agency Annual Budget in the Amount of \$1,206,620.00 for the 2026-2027 Fiscal Year to Complete One Remaining Project.

5. RESOLUTION

6. ADJOURN

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Maya Benham at 503.266.0720. A copy of this Agenda can be found on the City's web page at www.canbyoregon.gov.

**CANBY URBAN RENEWAL AGENCY
MEETING MINUTES
February 4, 2026**

PRESIDING: Chair Traci Hensley

COMMISSIONERS PRESENT: James Davis, Daniel Stearns, Paul Waterman, Jason Padden (attended virtually), and Herman Maldonado (arrived at 6:10 p.m.).

COMMISSIONERS ABSENT: Vice Chair Brian Hodson

STAFF PRESENT: Randy Ealy, Interim Agency Director, Emily Guimont, City Attorney; Maya Benham, Administrative Director/City Recorder; Jamie Stickel, Economic Development Director/Communications Specialist; Denise LaRue, Finance Director and Tyler Nizer; Economic Development & Tourism Coordinator.

CALL TO ORDER: Chair Hensley called the meeting to order at 6:00 p.m.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: None.

CONSENT AGENDA: **Commissioner Waterman moved to approve the Consent Agenda which included the Minutes from the December 5, 2025, Urban Renewal Agency Meeting. Motion seconded by Commissioner Stearns and passed 5-0.

OLD BUSINESS: Randy Ealy, Agency Director, and Jamie Stickel, Economic Development Director/Communications Specialist, and Emily Guimont, City Attorney, presented options to consider in deactivating the Canby Urban Renewal Agency (URA). She shared legal and factual background of the URA. Mr. Ealy shared a critical component to that process is sending a letter to the Clackamas County Assessor's Office once the decision is made which will return the taxing increments to the junior taxing districts. The City Council discussed the closure of the Urban Renewal Agency (URA) and related projects. They agreed on a three-step process: stopping tax increment revenue collection, terminating the plan, and deactivating the agency. The Council decided to send a letter to the county indicating their intent to stop collecting tax increment revenues by July 1st. They also discussed the need to determine if there is enough money in the URA account to fund the last project before proceeding with the closure. The Council acknowledged the importance of completing the project while maintaining transparency and avoiding the appearance of moving funds from the URA to the general fund. They agreed to use the week to gather more information and make a final recommendation to the City Council. Staff recommended terminating the plan via city council ordinance to allow for future urban renewal planning with increased public involvement. Commissioners agreed with this recommendation and also supported deactivating the agency at a later date. A concern was raised about using urban renewal funds for ongoing projects, as terminating the plan would prevent further spending. The agency will clarify the timeline for project completion and disbursement of funds to taxing districts.

ADJOURN: Chair Hensley adjourned the meeting at 7:00 p.m.

Maya Benham, CMC
City Recorder

Traci Hensley
Chair

Assisted with Preparation of the Minutes – Teresa Ridgley

DRAFT

**CANBY URBAN RENEWAL AGENCY
MEETING MINUTES
March 18, 2026**

PRESIDING: Chair Traci Hensley

COMMISSIONERS PRESENT: James Davis, Daniel Stearns, Paul Waterman, Jason Padden (attended virtually).

COMMISSIONERS ABSENT: Vice Chair Brian Hodson and Commissioner Maldonado

STAFF PRESENT: Randy Ealy, Interim Agency Director, Emily Guimont, City Attorney; Teresa Ridgley, Deputy City Recorder; Jamie Stickel, Economic Development Director/Communications Specialist; Denise LaRue, Finance Director and Tyler Nizer; Economic Development & Tourism Coordinator.

CALL TO ORDER: Chair Hensley called the meeting to order at 6:30 p.m.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: None.

RESOLUTIONS: Jamie Stickel, Economic Development Director/Communications Specialist, presented a revised roadway easement for the Walnut Street project which was approved last November. The County roadway alignment approved in November 2025 was modified for the roadway to enter perpendicular to SE 1st Avenue, which provided the URA with a larger remnant parcel east of the roadway. The roadway easement included a dedication of a 17-foot strip of land along SE 1st Avenue in compliance with the City's Transportation Plan. The project also needed a 12-foot public Utility easement to the City of Canby for placement of utilities to serve the adjacent lands. This property is outside of the City limits, so as a result, in November of 2025, the URA provided an easement to Clackamas County for the extension of South Walnut Street to connect to SE 1st Avenue.

****Commissioner Davis moved to adopt UR RESOLUTION NO. 26-01, A RESOLUTION APPROVING THE REVISED WALNUT ROADWAY EASEMENT AND ASSOCIATED UTILITY EASEMENT AND AUTHORIZING THE INTERIM AGENCY DIRECTOR TO SIGN ALL DOCUMENTS NECESSARY TO COMPLETE THE PROCESS. Motion was seconded by Commissioner Padden and passed 5-0.**

OTHER BUSINESS:

a. Consider Façade Improvement Program Application – 238 + 248 NW 1st Avenue

Tyler Nizer, Economic Development & Tourism Coordinator, presented on the request of \$25,000 for the Façade Grant application for the property owners of the building where Aura Hair Salon and Oregon Texas Line Fitness are located. Improvements included to renovate the historic appearance are restoration of the original brick, repair and replacement of the historic transom windows, heritage-style gooseneck lights, and paint and touch up of the siding. This space sees many events in downtown Canby throughout the year. The design was submitted to the Main Street Design Committee and received favorable comments.

Commissioner Davis asked who made the comments. Mr. Nizer said he'd get those to him. Kyle Helm, owner of the building, was present to answer questions. He mentioned the plan was to restore the front of the building to be as historically accurate as possible. Commissioner Davis asked if Carol Palmer had

seen the drawings. Ms. Stickel mentioned even though the design committee sees the drawings and can provide input; however, they don't approve or disapprove. She went on to say since this building is not on the local register or national register, the Heritage and Landmarks Commission would not be able to influence the redevelopment of this building. Carol Palmer can meet the owner to engage in best practices for historically significant buildings. Commissioner Davis asked if this was the second façade improvement grant given to this building. Mr. Nizer responded it was, but with a different owner back in 2011. Commissioner Davis asked if the façade grant program is advertised to ensure inclusivity to other business owners. Ms. Stickel responded it has been communicated to businesses, but it is not necessarily advertised. Mr. Helm responded he saw it on the website, and the process was easy.

Commissioner Padden asked about the contractor comment about not guaranteeing the results of the soda blasting and asked if it is known what underneath the paint once it's cleaned off. Mr. Helm stated they would test a spot first which would require approval before finishing. He also mentioned there are other mediums they can use to ensure the integrity of the substrate remains intact and yields a good, finished appearance. Mr. Helm also mentioned the paint is lead paint and will have to be done through a certified process to remediate it. Commissioner Padden also asked about changes to the windows compared to historical photos, which appear bigger. He asked if it was known if the original brick under the windows was cut to enlarge the windows or if a new wall was added. Mr. Helm responded it is speculated the original brick was cut. Commissioner Padden stated that if the work done soda blasting the brick could not be done, then the portion of money not being able to finish the job be returned as part of the project. Mr. Helm responded if that portion of the work could not be done, then there would be no reimbursement for that portion of the funds.

****Commissioner Padden moved to APPROVE THE MATCHING GRANT OF UP TO \$25,000 FOR 238 AND 248 NW 1ST AVENUE UNDER THE GUIDELINES OF THE CANBY FAÇADE IMPROVEMENT PROGRAM. Motion was seconded by Commissioner Waterman and passed 4-1. (Commissioner Davis voted no.)**

Commissioner Davis mentioned he wanted to make it clear that his understanding was there was only one project left, the Second Street project, and he was shocked to learn about a façade improvement application. He stated the commission should have been notified there were additional expenditures and asked that process be followed.

Commissioner Padden stated if it was desired not to do façade improvement, we should have taken it out of the budget. He suggested handling it at the Council level to see if we still wanted to continue façade grants once the Urban Renewal Agency is closed. If not, then it needs to be removed from the budget. He also mentioned it's better for Council to have that conversation sooner rather than later since the budget process is underway.

Chair Hensley asked if façade improvement was approved for \$25,000 or \$50,000. Ms. Stickel responded it was for \$50,000, so there is one grant left available in this fiscal year. She also mentioned the façade improvement grant is a different line item than the URD projects line item which is funding N 1st Street and NW 2nd.

****Commissioner Padden moved TO HALT ALL FAÇADE IMPROVEMENT APPLICATIONS AND TO NOT ACCEPT ANYMORE APPLICATIONS FOR THE CURRENT FISCAL YEAR. Motion was seconded by Commissioner Davis. Motioned passed 5-0.**

Chair Hensley asked for the façade improvement application to be removed from the website.

ADJOURN: Chair Hensley adjourned the meeting at 7:03 p.m.

Maya Benham, CMC
City Recorder

Traci Hensley
Chair

Assisted with Preparation of the Minutes – Teresa Ridgley

DRAFT



URBAN RENEWAL AGENCY STAFF REPORT

Meeting Date: 6/17/2026

To: Chair Traci Hensley & Urban Renewal Agency Commissioners
Thru: Randy Ealy, Agency Administrator
From: Denise LaRue, Finance Director
Agenda Item: Consider **UR Resolution 26-02**: A Resolution Adopting the Urban Renewal Agency Annual Budget in the Amount of \$1,206,620.00 for the 2026-2027 Fiscal Year to Complete One Remaining Project.

Summary

Adopting Resolution URR 26-02 of the Canby Urban Renewal Agency Adopting the Annual Budget, Making Appropriations, and Imposing and Categorizing Taxes for the Fiscal Year 2027.

Background

Oregon budget law requires adoption of an annual budget by June 30 of each year. ORS 294.453 requires the Agency to hold a public hearing, and ORS 294.458 requires the Agency to submit tax certification documents to the County Assessor by July 15th.

On May 14, 2026, the URA Budget Committee met to deliberate over the FY2027 budget. Staff reviewed the proposed budget with the Committee and allowed for public comment. The Proposed Budget was approved by the Committee and moved to the URA Commissioners for adoption.

Attachments

UR Resolution 26-02
Form UR1

Fiscal Impact

The ability to proceed with one remaining capital project in the Urban Renewal Agency.

Options

1. Approve the resolution and allow staff to pay on the remaining Fir Street project.
2. Do not approve the resolution and not allow for the project to be completed.

Proposed Motion

"I move to adopt **UR Resolution 26-02**, A Resolution Adopting the Urban Renewal Agency Annual Budget in the Amount of \$1,206,620.00 for the 2026-2027 Fiscal Year to Complete One Remaining Project."

**Canby Urban Renewal District
Resolution URR 26-02**

A RESOLUTION ADOPTING THE URBAN RENEWAL AGENCY ANNUAL BUDGET IN THE AMOUNT OF \$1,206,620.00 FOR THE 2026-2027 FISCAL YEAR TO COMPLETE ONE REMAINING PROJECT.

BE IT RESOLVED that the Board of Directors of the Canby Urban Renewal Agency hereby adopts the budget for fiscal year 2027 in the total of \$1,206,620 now on file at the City of Canby, 222 NE 2nd Avenue, Canby, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2026, and for the purpose shown below are hereby appropriated:

| | |
|---|--------------------|
| Total APPROPRIATIONS , all Funds | \$1,206,620 |
| Total Unappropriated and Reserve Amounts, All Funds | <u>0</u> |
| TOTAL ADOPTED BUDGET | \$1,206,620 |

| URD General Fund | | URD Debt Service Fund | |
|-------------------------|--------------|------------------------------|----------|
| Urban Renewal | \$ 1,206,620 | Debt Service | \$ 0 |
| Transfers Out | <u>0</u> | Transfers out | <u>0</u> |
| Total | \$ 1,206,620 | Total | \$ 0 |

The above resolution statement is approved and declared adopted on this 17th day of June, 2026, and are effective July 1, 2026.

Traci Hensley
Chair

ATTEST:

Maya Benham, CMC
City Recorder

A public meeting of the Canby Urban Renewal Agency will be held on June 17, 2026 at 6:00 p.m and can be viewed at <https://www.youtube.com/user/CityofCanby>. Any person may provide comment in written form, virtually or in person. For instructions on how to provide comments virtually, please contact the Deputy City Recorder at ridgleyt@canbyoregon.gov or call 503-266-0637 by 4:30 pm on June 17th. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2026, as approved by the Canby Urban Renewal Budget Committee. A summary of the budget is presented below. A copy of the budget can be found on the City's website at www.canbyoregon.gov. This budget is for an annual budget period and this budget was prepared on a basis of accounting that is the same as the preceding year.

| | | |
|---|-------------------------|---|
| Contact: Denise LaRue, Finance Director | Telephone: 503-266-0725 | Email: larued@canbyoregon.gov |
|---|-------------------------|---|

| FINANCIAL SUMMARY - RESOURCES | | | |
|---|--------------------------|-------------------------------------|--------------------------------------|
| TOTAL OF ALL FUNDS | Actual Amount 2024-25 | Adopted Budget This Year 2025-26 | Approved Budget Next Year 2026-27 |
| Beginning Fund Balance/Net Working Capital | 1,263,736 | 1,094,505 | 1,176,620 |
| Federal, State and All Other Grants | 0 | 0 | 0 |
| Revenue from Bonds and Other Debt | 0 | 0 | 0 |
| Interfund Transfers | 1,055,991 | 1,522,485 | 0 |
| All Other Resources Except Division of Tax & Special Levy | 218,637 | 115,000 | 30,000 |
| Revenue from Division of Tax | 4,806,772 | 5,129,497 | 0 |
| Revenue from Special Levy | 0 | 0 | 0 |
| Total Resources | 7,345,136 | 7,861,487 | 1,206,620 |

| FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION | | | |
|---|------------------|------------------|------------------|
| Personnel Services | 0 | 0 | 0 |
| Materials and Services | 4,613 | 10,000 | 0 |
| Capital Outlay | 426,351 | 1,892,817 | 1,206,620 |
| Debt Service | 4,013,055 | 4,011,185 | 0 |
| Interfund Transfers | 1,905,991 | 1,947,485 | 0 |
| Contingencies | 0 | 0 | 0 |
| Special Payments | 0 | 0 | 0 |
| Unappropriated Ending Balance and Reserved for Future Expenditure | 995,126 | 0 | 0 |
| Total Requirements | 7,345,136 | 7,861,487 | 1,206,620 |

| FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM | | | |
|--|------------------|------------------|------------------|
| Name of Organizational Unit or Program FTE for that unit or program | | | |
| Urban Renewal | 1,371,099 | 2,327,817 | 1,206,620 |
| FTE | 0.00 | 0.00 | 0.00 |
| Not Allocated to Organizational Unit | 5,974,037 | 5,533,670 | 0 |
| FTE | 0.00 | 0.00 | 0.00 |
| Total Requirements | 7,345,136 | 7,861,487 | 1,206,620 |
| Total FTE | 0.00 | 0.00 | 0.00 |

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

FY26 marked the final year for the urban renewal district debt obligation. The urban renewal district will no longer seek tax increment funding. The one remaining capital project budgeted to be completed in FY27 is the Fir Street project.

| STATEMENT OF INDEBTEDNESS | | |
|---------------------------|--|--|
| LONG TERM DEBT | Estimated Debt Outstanding on July 1. | Estimated Debt Authorized, But Not Incurred on July 1 |
| General Obligation Bonds | \$0 | \$0 |
| Other Bonds | \$0 | \$0 |
| Other Borrowings | \$0 | \$0 |
| Total | \$0 | \$0 |