

## **AGENDA**

### **CANBY URBAN RENEWAL AGENCY SPECIAL MEETING**

**June 17, 2020**

**6:15 PM**

**Council Chambers**

**222 NE 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor**

**Chair Tim Dale**

**Vice-Chair Brian Hodson  
Commissioner Trygve Berge  
Commissioner Traci Hensley**

**Commissioner Greg Parker  
Commissioner Sarah Spoon  
Commissioner Shawn Varwig**

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#### **1. CALL TO ORDER**

#### **2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

#### **3. CONSENT AGENDA**

- A. Minutes from the April 15, 2020 URA Meeting. Pg. 1
- B. Reappointments of Michelle Hensley and Jason Padden to the Urban  
Renewal Agency Budget Committee. Pg. 2

#### **4. PUBLIC HEARING**

**If you would like to provide comments please email or call the City Recorder by 5:00 pm on June 17<sup>th</sup> with your name and contact information: [bissetm@canbyoregon.gov](mailto:bissetm@canbyoregon.gov) or call 503-266-0733. Once your information is received, you will be sent instructions. Please note that Council will be attending this meeting virtually.**

- A. 2020-2021 FY Budget as Approved by Budget Committee

#### **5. RESOLUTION**

**URR 20-002: A Resolution adopting the budget, making appropriations, and imposing and categorizing taxes for the 2020-2021 Fiscal Year. Pg. 7**

#### **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 Melissa Bisset at 503.266.0733. A copy of this Agenda can be found on the City's web page at [www.canbyoregon.gov](http://www.canbyoregon.gov). Urban Renewal Agency Meetings are broadcast live and can be viewed on CTV Channel 5. For a schedule of the playback times, please call 503.263.6287.

**\*\*We are requesting that rather than attending in person you view the meeting on CTV Channel 5 or on YouTube: <https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A>**

**If you do not have access virtually,  
there are a small number of chairs provided inside to allow for physical distancing.**

**CANBY URBAN RENEWAL AGENCY  
SPECIAL MEETING MINUTES  
April 15, 2020**

**PRESIDING:** Chair Tim Dale.

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

**STAFF PRESENT:** Amanda Zeiber, Assistant City Administrator, Joseph Lindsay, City Attorney; and Melissa Bisset, City Recorder.

**CALL TO ORDER:** Chair Dale called the Special Meeting to order at 7:47 p.m. in the Council Chambers.

**CITIZEN INPUT:** None.

**CONSENT AGENDA:** **\*\*Vice Chair Hodson moved to adopt the minutes of the February 19<sup>th</sup>, 2020 Special Meeting. Motion was seconded by Commissioner Hensley and passed 7-0.**

**NEW BUSINESS**

**URR 20-001:** A Resolution of the Canby Urban Renewal Agency appointing the Interim Director of the Canby Urban Renewal Agency.

Chair Dale explained that it was a housekeeping item to appoint Ms. Amanda Zeiber as the Interim Director.

**\*\*Commissioner Hensley moved to approve URR 20-001, A Resolution of the Canby Urban Renewal Agency appointing Amanda Zeiber as the Interim Director of the Canby Urban Renewal Agency. Motion was seconded by Commissioner Spoon and passed 7-0.**

Chair Dale adjourned the Special Meeting at 7:50 p.m.

Melissa Bisset, CMC  
City Recorder

Tim Dale  
Chair



# City of Canby

PO Box 930  
222 NE 2nd Ave  
Canby, OR 97013

Phone: 503.266.4021  
Fax: 503.266.7961  
www.canbyoregon.gov

## Urban Renewal Agency Staff Report

DATE: June 17, 2020  
TO: Honorable Mayor Hodson and City Council  
THRU: Amanda Zeiber, Interim Agency Director  
FROM: Melissa Bisset, City Recorder  
ITEM: Urban Renewal Budget Committee Appointment

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### **Summary**

Michelle Hensley and Jason Padden have terms that expire on June 30, 2020. The City Recorder has contacted Ms. Hensley and Mr. Padden and they wish to be reappointed.

### **Background**

Budget Committees are established through [State Statute](#). The Budget Committee exists to provide the public an opportunity to participate in the [budgeting process](#). It reviews and revises the proposed budget prior to the Urban Renewal Agency adopting the budget. The Budget Committee is made up of members of the Urban Renewal Agency and an equal number of citizens at large. Citizens are appointed by the Urban Renewal Agency and serve three year terms.

### **Discussion**

Michelle Hensley has served on the Urban Renewal Agency Budget Committee since April 4, 2018. Jason Padden was appointed to the Urban Renewal Agency Budget Committee on April 19, 2017.

### **Attachments**

Applications of Michelle Hensley and Jason Padden.

### **Fiscal Impact**

None.

### **Options**

1. Reappoint Jason Padden and Michelle Hensley to the Urban Renewal Budget Committee.
2. Take no action.

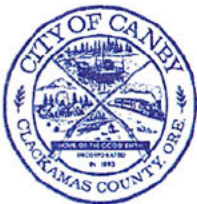
### **Recommendation**

Reappoint Jason Padden and Michelle Hensley to the Urban Renewal Budget Committee.

### **Proposed Motion**

This item is under the consent agenda and one motion will be made to approve the consent agenda unless this item is moved off of the consent agenda for discussion.

“I move to approve the Consent Agenda which include the Minutes of April 15, 2020 and the reappointments of Jason Padden and Michelle Hensley to the Urban Renewal Agency Budget Committee for 3 year terms”.



**CITY OF CANBY  
COMMITTEE, BOARD, &  
COUNCIL APPOINTMENT APPLICATION**

Date: 03/06/2018 Position Applying For: Canby Budget Committee  
Name: Michelle Hensley Occupation: Accountant  
Home Address: [REDACTED] Canby, Or. 97013  
Employer: CUI Inc. Position: Accounting Specialist - Treasury  
Daytime Phone: [REDACTED] Evening Phone: [REDACTED]  
E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)? Any committee, organization, or special activity that helps build goodwill within the community is important to me.

What are your major interests or concerns in the City's programs? My major interest in the City's programs are the economic development, schools, and citizen safety.

Reason for your interest in this position: Having recently moved into the community, becoming involved is a high priority for me, and allows me to be able to connect with others as well as bringing fulfillment to my life all while enhancing the community. "Leading by example".

Experience and educational background: My educational background is A.G.S from Clackamas Community College. B.A.S from Marylhurst University, as well as currently seeking a Post Bacc in Accounting from Linfield College. I have collaborated, developed and analyzed budgets for prior employers.

List any other City or County positions on which you serve or have served: None

Referred by (if applicable): [REDACTED]

*Please return to:*

*City of Canby - Attn: City Recorder  
PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013  
Phone: 503.266.0733 Fax: 503.266.7961 Email: [scheaferk@canbyoregon.gov](mailto:scheaferk@canbyoregon.gov)*

**Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page.** 5/2017

Date Received: 3-7-2018 Date Appointed: 4-4-2018 Term Expires: 6-30-2020  
Date Resigned: [REDACTED] Destruction Date: [REDACTED]



**CITY OF CANBY  
APPLICATION  
BOARD/COMMITTEES/COMMISSIONS/COUNCIL**

Date: 4/5/2017  
Name: Jason Padden Occupation: Sales  
Home Address: [REDACTED] Canby, OR 97013  
Employer: Sun Gro Horticulture Position: District Sales Manager  
Daytime Phone: [REDACTED] Evening Phone: [REDACTED]  
E-Mail Address: [REDACTED]  
For which position are you applying? City Budget Committee  
What are your community interests (committees, organizations, special activities)?  
Please see attached  
  
Experience and educational background: Please see attached  
  
Reason for your interest in this position: Continue in my role as a member of the Committee. Take an active role in making the City of Canby a better place for all.  
List any other City or County positions on which you serve or have served: Please see attached  
Information on any special membership requirements: N/A  
Referred by (if applicable): N/A

Feel free to attach a copy of your resume and use additional sheets if necessary

**THANK YOU FOR YOUR WILLINGNESS TO SERVE CANBY**

Please return to: City of Canby - Attn: City Recorder

PO Box 930

222 NE 2<sup>nd</sup> Avenue

Canby, OR 97013

Phone: 503.266.0733 Fax: 503.266.7961 Email: [scheaferk@canbyoregon.gov](mailto:scheaferk@canbyoregon.gov)

Note: Please be advised that this information may be made available to anyone upon a public records request and may be viewable on the City's web site.

10-1-16

RECEIVED

APR 15 2017

City of Canby - City Recorder



## Contact Information

Address:

Phone:

Email:

## Education

### **State University of New York**

- Cobleskill, NY
- Bachelor of Technology, Plant Science, Nursery Management Concentration
- December 2004

### **State University of New York**

- Cobleskill, NY
- Associate in Applied Science, Plant Science, Landscape Development Concentration
- December 2002

## Community

### Outreach/Volunteerism

- Lions Club: Member of both Canby and Oregon City clubs
- Canby United Methodist Church: Past member of Elections Committee, current member of Board of Trustees
- Society for Creative Anachronism: Member
- City of Canby: Past member of Urban Renewal Board, Street Maintenance Task Force, Library Board, and Bike and Pedestrian Committee

## Leadership Roles

- NFHS Volleyball Official: Certified Official, 2007-Present
- City of Canby Budget Committee: Citizen Member, 2013-Present
- Lions Club: Project Coordinator, have served as President and Vice President, 2007-Present
- Canby City Council: Elected Council Member, 2009-2011
- Oregon Association of Nursery's: Served as President, Vice President, Treasurer, and State Board Representative, 2007-2011

## Awards

- Lions Vision and Fellowship 2010
- Sun Gro Sales Excellence 2011
- Lion of the Year (Canby Club) 2016

# Jason Padden

**Career Summary:** District Sales Manager with over 17 years of more than just sales experience. Project management, event planning, and team building are just a few of my diverse skill sets. I have a passion for learning and expanding my experiences to add new tools to an already large tool chest. Tools I then use to help strengthen and bolster any organization I am a member of.

## Work Experience:

### **Sun Gro Horticulture, Agawam, MA**

District Sales Manager-Oregon, California N, Hawaii, September 2009-Present

- Manage a sales territory totaling \$8 million annually.
- Maintain existing accounts by visiting customer sites, answering questions, and help diagnose and solve challenges as they arise.
- Add new business to territory by researching new accounts, building relationships with key managers and staff, set and monitor plant growth trials, and negotiate pricing and contacts.
- Build sales budgets, forecasts, and reports on territory performance.
- Manage an expense account.
- Coordinate customer events and corporate booth for multiple trade shows.
- Work on special projects and help train coworkers on new programs and procedures.

### **Terra Nova Nurseries Inc., Canby, OR**

Shipping Department Manager, September 2005-September 2009

- Managed 2 full time and 10 part-time employees.
- Oversaw the processing of all domestic and international shipments.
- Negotiated contracts with carriers.
- Worked with USDA and ODA on order inspections.
- Ordered shipping supplies and maintained plant tag inventory.
- Grew and maintain garden writer and trade show plant material.
- Helped developed a live inventory and order system.

### **Terra Nova Nurseries Inc., Canby, OR**

Customer Service/Sales Rep, February 2005-September 2005

- Placed orders and contacted customers regarding existing orders.
- Answered customer questions. Coordinated tradeshow and worked booth.

### **Brandywine Nursery Inc., Mount Vernon, WA**

Internship/Nursery Manager, August 2004-February 2005

- During internship I was promoted to Nursery Manager.
- Managed crews and set daily work schedules.
- Helped with sales, delivered local order and coordinated long hall trucking.
- Managed time cards, pesticide records, and developed bilingual paperwork for digging and loading crews.

## Related Experience:

- Excellent public speaking abilities
- Planned and manages numerous conferences and large events
- Trained in conflict resolution
- Trained in the facilitation of team building and communication workshops and activities
- Proficient in Microsoft Word, Excel, and PowerPoint





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## Urban Renewal Agency Staff Report

DATE: June 17, 2020

TO: Chair Tim Dale and Urban Renewal Agency Commissioners

THRU: Amanda Zeiber, Interim City Administrator

FROM: Julie Blums, Finance Director

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### **Summary**

Adopting Resolution UR-20-002 of the Canby Urban Renewal Agency Adopting the Annual Budget, Making Appropriations, and Imposing and Categorizing Taxes for the Fiscal Year 2020-2021.

### **Background**

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

### **Discussion**

On May 21, 2020 the URA Budget Committee met to deliberate over the FY2020-2021 budget. Staff reviewed the proposed budget with the Committee and allowed for public comment. The Proposed Budget was approved by the Committee with no changes.

### **Attachments**

URA Resolution 20-002

### **Fiscal Impact**

The ability to pay debt, proceed with capital projects already in process and run the general operations of the Urban Renewal Agency.

### **Options**

1. Approve the resolution and allow staff to pay on outstanding debt and keep the URA functioning.
2. Approve the resolution with agreed upon changes.
3. Do not approve the resolution and risk defaulting on outstanding debt, contracts, and commitments to the community. This could also result in Material Audit findings.

### **Recommendation**

Staff recommends the Commission approve URR 20-002



**Proposed Motion**

"I move to adopt URR 20-002, a resolution of the Canby Urban Renewal Agency adopting the annual budget, making appropriations, and imposing and categorizing taxes for the Fiscal Year 2020-2021."

**Canby Urban Renewal District**

**Resolution URR 20-002**

**RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAXES FOR THE 2020-2021 FISCAL YEAR**

**BE IT RESOLVED** that the Board of Directors of the Canby Urban Renewal Agency hereby adopts the budget for fiscal year 2020-2021 in the total of \$8,398,135 now on file at the City of Canby, 222 NE 2<sup>nd</sup> Ave. Canby, Oregon.

**RESOLUTION MAKING APPROPRIATIONS**

**BE IT RESOLVED** that the amounts for the fiscal year beginning July 1, 2020 and for the purpose shown below are hereby appropriated:

Total <b>APPROPRIATIONS</b> , all Funds	<b>\$7,541,991</b>
Total Unappropriated and Reserve Amounts, All Funds	<u>856,144</u>
<b>TOTAL ADOPTED BUDGET</b>	<b>\$8,398,135</b>

<b>URD General Fund</b>		<b>URD Debt Service Fund</b>	
Urban Renewal	\$ 2,029,561	Debt Service	\$ 3,623,620
		Transfers out	<u>1,888,810</u>
Total	<u>\$ 2,029,561</u>	Total	<u>\$ 6,368,574</u>

**RESOLUTION IMPOSING AND CATEGORIZING THE TAX**

**BE IT RESOLVED** that the Board of Directors of the Canby Urban Renewal Agency hereby resolves to certify to the county assessor for the Canby Urban Renewal Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article XI of the Oregon Constitution and ORS Chapter 457. These taxes are categorized under the General Government Limitation.

The above resolution statements are approved and declared adopted on this 17<sup>th</sup> day of June 2020 and are effective July 1, 2020.

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Tim Dale  
Chair

ATTEST:

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Melissa Bisset  
City Recorder

# City of Canby Urban Renewal Agency Approved Annual Budget

For the Fiscal Year

July 1, 2020 - June 30, 2021



## BOARD OF COMMISSIONERS:

Tim Dale, *Commission Chair*

Brian Hodson, *Commission Vice Chair*

Trygve Berg, *Commissioner*

Traci Hensley, *Commissioner*

Greg Parker, *Commissioner*

Sarah Spoon, *Commissioner*

Shawn Varwig, *Commissioner*

## BUDGET COMMITTEE:

Michelle Hensley

Andrea McCracken

Jason Padden

Carol Palmer

Bob Patterson

Jack Pendleton

Melody Thompson

## CITY STAFF:

Amanda Zeiber, *Interim URA Administrator*

Julie Blums, *Finance Director*

[www.canbyoregon.gov](http://www.canbyoregon.gov)

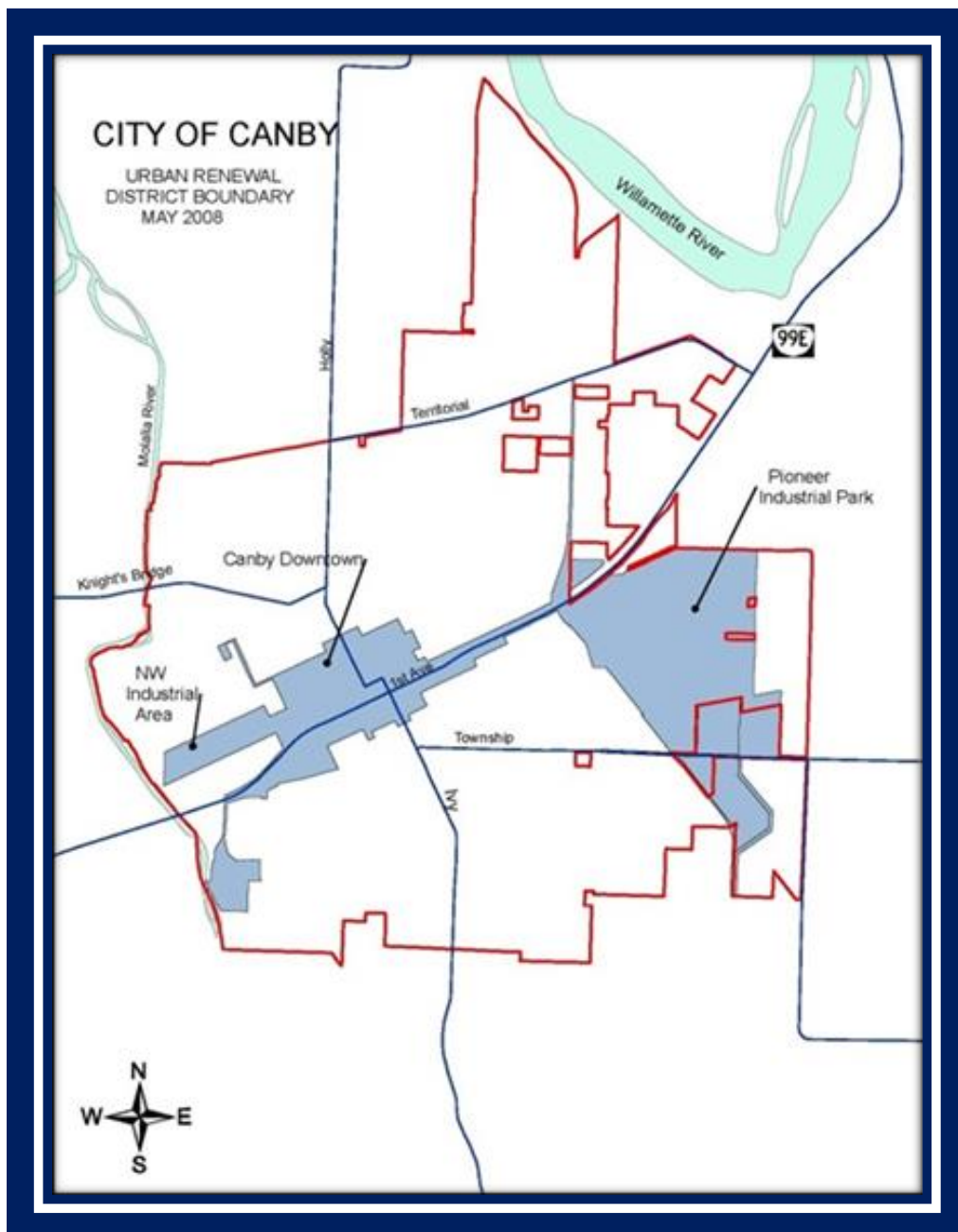


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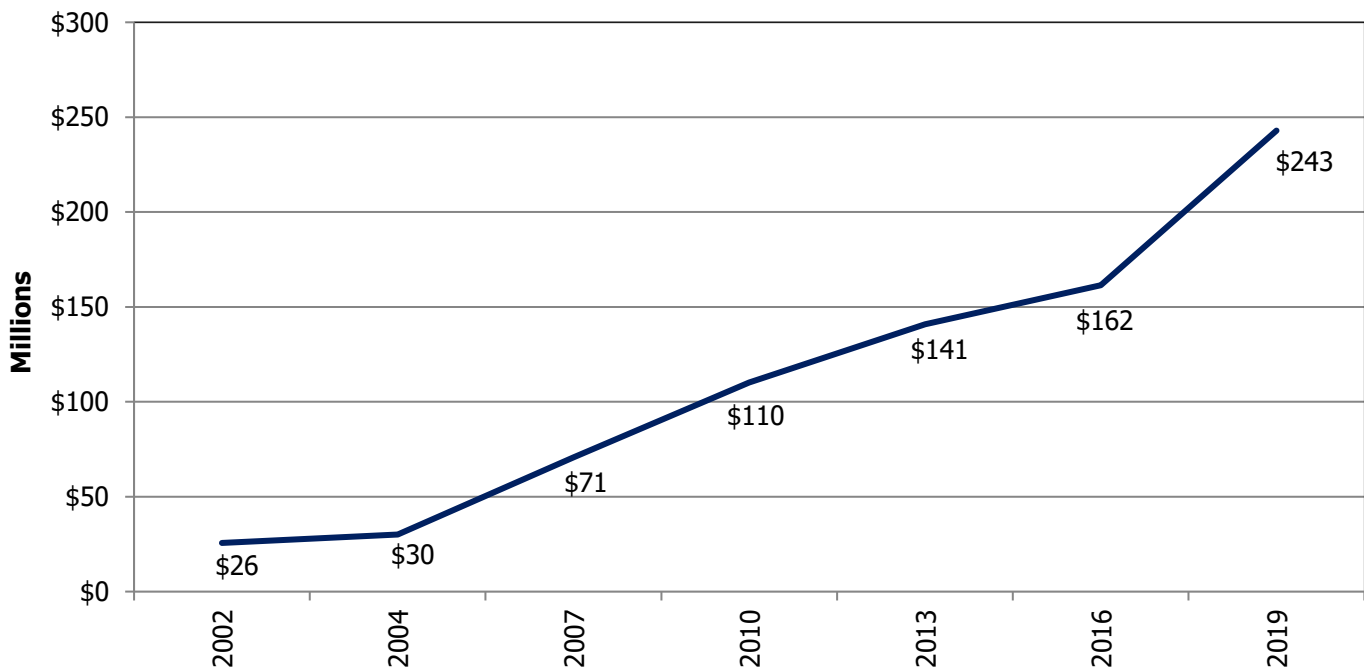
### About the District

The City of Canby Urban Renewal Agency (URA) is a separate entity from the City. The Canby City Council serves as the Board of Commissioners for the URA and is financially accountable for its operations. In accordance with Oregon budget law, the URA prepares its own budget, and the Board of Commissioners approves its annual appropriations.

Urban renewal agencies are designed to borrow money and make expenditure for economic and community development projects included in the Urban Renewal Plan. When the Canby Urban Renewal Plan was adopted in 1999 property values were frozen. The taxes collected on that frozen value continues to flow to the taxing authorities (City, County, Schools, Fire, etc.). The taxes collected on increased property values that occur with NEW development generate incremental tax revenue. This tax increment is then used to repay the URA debt and implement the URA plan.

Urban Renewal Tax Collections are not an additional tax. Urban Renewal Tax Collections are used to initiate development that would not be financially feasible without infrastructure improvements made possible by urban renewal financing.

### Urban Renewal District Incremental Assessed Value



May 14, 2020

**Fiscal Year 2020-21 District Administrator's Budget Message**

**The Honorable Chair, Urban Renewal Board, and Members of the Budget Committee**

It is a privilege to provide you with the proposed Urban Renewal Agency budget for Fiscal Year 2020-21.

The URA General Fund budget accounts for Agency administration costs, economic development activities within the Urban Renewal Area, construction projects, and property purchases. All of the projects funded through the Urban Renewal Agency are transferred to City ownership upon completion.

The URA Debt Service Fund budget accounts for property tax revenue and the annual payments on outstanding debt. Funds are transferred from this fund to the URA General Fund to fund the projects and expenditures captured there.

**FY2020-21 Proposed Budget**

- Consistent with prior years, economic development activities supporting the downtown Canby community are budgeted to continue.
- Similarly, Canby's involvement in regional economic development partnerships is also budgeted to continue.

**Capital Projects**

The FY2020-21 recommended capital projects are detailed below. The completion of these projects will be subject to funds availability after meeting our annual debt obligation. Funding will be entirely from tax increment generated within the Urban Renewal District – no debt financing is proposed. The projects include:

- Completion of the downtown Quiet zone – including the intersection of Elm Street and OR99E and the construction of medians at N Ivy, N Grant, and N Elm Streets.
- Continuation of funding to support the Façade Improvement Program for FY2020-21.
- Completion of a gateway arch to Downtown Canby on N Grant Street between N 1<sup>st</sup> Avenue and the Railroad tracks.
- Completion of a stop light at the intersection of Hazel Dell Avenue and Sequoia Parkway (at the east entrance to the Fred Meyers Shopping Center).

I am looking forward to an active year of Agency progress and achievement.

Respectfully Submitted,

Amanda Zeiber  
Interim Agency Director



## District-Wide Budget Summary

	<b>FY17-18</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>FY19-20</b>	<b>2020-21</b>	<b>2020-21</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>	<b>Approved</b>
<b>Beginning Fund Balance</b>	\$ 1,857,279	\$ 2,569,797	\$ 2,502,565	\$ 2,650,213	\$ 2,255,145	\$ 2,255,145
<b>Revenue</b>						
Property Taxes	2,989,222	3,494,614	3,550,000	3,807,000	3,983,000	3,983,000
LID Revenue	58,019	38,218	62,247	57,489	29,429	29,429
Grants	10,725	12,661	137,951	-	137,951	137,951
Miscellaneous	51,590	50,385	49,000	129,903	41,000	41,000
Interest	52,931	75,875	40,000	66,800	62,800	62,800
Sale of Property	1,200,000	-	-	-	-	-
Transfers In & Other Sources	-	484,740	3,573,408	2,439,679	1,888,810	1,888,810
<b>Total URA Resources</b>	<b>\$ 6,219,767</b>	<b>\$ 6,726,290</b>	<b>\$ 9,915,171</b>	<b>\$ 9,151,084</b>	<b>\$ 8,398,135</b>	<b>\$ 8,398,135</b>
<b>URA General Fund</b>						
Materials & Services	1,448,360	1,336,217	971,359	971,359	528,339	528,339
Capital Outlay	219,545	180,296	2,750,000	1,556,023	1,501,222	1,501,222
<b>URA Debt Service Fund</b>						
Debt Service	1,982,066	2,074,824	1,928,878	1,928,878	3,623,620	3,623,620
<b>Not-Allocated</b>						
Transfers Out	-	484,740	3,573,408	2,439,679	1,888,810	1,888,810
Reserved for Future Expense	2,569,797	2,650,213	691,526	2,255,145	856,144	856,144
<b>Total URA Requirements</b>	<b>\$ 6,219,767</b>	<b>\$ 6,726,290</b>	<b>\$ 9,915,171</b>	<b>\$ 9,151,084</b>	<b>\$ 8,398,135</b>	<b>\$ 8,398,135</b>

## General Fund Budget

URBAN RENEWAL GENERAL FUND	FY17-18 Actual	FY18-19 Actual	FY19-20 Budget	2019-20 Projected	2020-21 Proposed	2020-21 Approved
<b>RESOURCES</b>						
<b>BEGINNING URA GENERAL FUND BALANCE</b>	<b>1,434,018</b>	<b>1,006,769</b>	-	-	-	-
<b>REVENUE</b>						
URD Grants	10,725	12,661	137,951	-	137,951	137,951
Miscellaneous-Income	153	1,223	-	84,903	-	-
Interest Revenue	29,778	11,119	10,000	2,800	2,800	2,800
OP Transfer In from UR Debt	-	484,740	3,573,408	2,439,679	1,888,810	1,888,810
Sale of Property	1,200,000	-	-	-	-	-
<b>Total URA GF Revenue</b>	<b>1,240,656</b>	<b>509,743</b>	<b>3,721,359</b>	<b>2,527,382</b>	<b>2,029,561</b>	<b>2,029,561</b>
<b>TOTAL URA GF RESOURCES</b>	<b>2,674,674</b>	<b>1,516,512</b>	<b>3,721,359</b>	<b>2,527,382</b>	<b>2,029,561</b>	<b>2,029,561</b>
<b>REQUIREMENTS FOR URBAN RENEWAL</b>						
<b>MATERIALS &amp; SERVICES</b>						
Mat & Svc Contract	25,204	20,829	30,000	30,000	25,000	25,000
Closing Costs	75,180	-	-	-	-	-
Due to Economic Development	513,374	370,778	369,816	369,816	403,339	403,339
Fire Dept Capital Projects	182,969	-	471,543	471,543	-	-
RARE Program	23,500	-	-	-	-	-
Beautification & Marketing	4,448	9,150	25,000	25,000	25,000	25,000
Facade Improvement Program	50,706	30,229	75,000	75,000	75,000	75,000
Canby Civic Block Redevelopment	572,978	905,231	-	-	-	-
<b>Total URA GF Materials &amp; Services</b>	<b>1,448,360</b>	<b>1,336,217</b>	<b>971,359</b>	<b>971,359</b>	<b>528,339</b>	<b>528,339</b>
<b>CAPITAL OUTLAY</b>						
URD Projects	1,833	-	50,000	50,000	50,000	50,000
Railroad Quiet Zone	-	94,406	500,000	250,000	1,025,461	1,025,461
Signal at Sequoia & Hazeldell	-	64,255	450,000	562,629	208,861	208,861
Contr. to Industrial Park/99E Connection	-	-	1,000,000	603,394	-	-
Grant St Arch	-	16,550	235,000	50,000	216,900	216,900
Old Library Renovation	-	-	500,000	25,000	-	-
Wait and Community Park	-	5,085	15,000	15,000	-	-
Library/Civic Building Project	217,712	-	-	-	-	-
<b>Total URA GF Capital Outlay</b>	<b>219,545</b>	<b>180,296</b>	<b>2,750,000</b>	<b>1,556,023</b>	<b>1,501,222</b>	<b>1,501,222</b>
<b>OPERATING CONTINGENCY</b>	-	-	-	-	-	-
<b>RESERVED FOR FUTURE EXPENDITURE</b>	-	-	-	-	-	-
<b>ENDING FUND BALANCE (prior year's)</b>	<b>1,006,769</b>	-	-	-	-	-
<b>TOTAL URA GF REQUIREMENTS</b>	<b>2,674,674</b>	<b>1,516,512</b>	<b>3,721,359</b>	<b>2,527,382</b>	<b>2,029,561</b>	<b>2,029,561</b>

## Debt Service Fund Budget

URBAN RENEWAL DEBT SERVICE FUND	FY17-18 Actual	FY18-19 Actual	FY19-20 Budget	2019-20 Projected	2020-21 Proposed	2020-21 Approved
<b>RESOURCES</b>						
<b>BEGINNING URA DEBT SERVICE FUND BALANCE</b>	<b>423,261</b>	<b>1,563,028</b>	<b>2,502,565</b>	<b>2,650,213</b>	<b>2,255,145</b>	<b>2,255,145</b>
<b>REVENUE</b>						
Tax Increment	2,939,212	3,377,991	3,500,000	3,745,000	3,933,000	3,933,000
Tax Increment - Prior	50,010	116,623	50,000	62,000	50,000	50,000
LID Walnut St Princ	29,277	33,491	51,356	53,078	28,524	28,524
LID Hazel Dell Way Princ	15,322	1,610	-	-	-	-
Interest Revenues	23,154	64,756	30,000	64,000	60,000	60,000
LID Walnut St Int.	12,651	3,069	10,891	4,411	905	905
LID Hazel Dell Way-Interest	769	48	-	-	-	-
Bond Interest Rebate (ARRA)	51,437	49,161	49,000	45,000	41,000	41,000
<b>Total URA Debt Service Revenue</b>	<b>3,121,832</b>	<b>3,646,750</b>	<b>3,691,247</b>	<b>3,973,489</b>	<b>4,113,429</b>	<b>4,113,429</b>
<b>TOTAL URA DEBT SERVICE RESOURCES</b>	<b>3,545,093</b>	<b>5,209,777</b>	<b>6,193,812</b>	<b>6,623,702</b>	<b>6,368,574</b>	<b>6,368,574</b>
<b>REQUIREMENTS FOR URBAN RENEWAL DEBT SERVICE</b>						
<b>DEBT SERVICE</b>						
Debt Pmts-Sequoia St 5 & 6	90,768	91,399	97,095	97,095	1,099,387	1,099,387
Debt Pay-Walnut St	45,027	136,892	-	-	-	-
Debt Pay-Police Building	45,000	115,000	120,000	120,000	125,000	125,000
Debt Pay-1st Ave Redev	110,000	110,000	115,000	115,000	815,000	815,000
Debt Pay-2012 Bond Principal	645,000	605,000	620,000	620,000	645,000	645,000
Debt Pay-Sequoia 5 & 6 Int	64,608	60,977	57,093	57,093	52,724	52,724
Debt Pay-Walnut St Int	9,096	6,845	-	-	-	-
Debt Pay-Police Building Int	424,548	423,355	418,755	418,755	413,955	413,955
Debt Pay-1st Ave Redev Int	122,381	116,469	110,422	110,422	104,241	104,241
Debt Pay-2012 Bond Int	425,638	408,888	390,513	390,513	368,313	368,313
<b>Total URA Debt Service</b>	<b>1,982,066</b>	<b>2,074,824</b>	<b>1,928,878</b>	<b>1,928,878</b>	<b>3,623,620</b>	<b>3,623,620</b>
<b>TRANSFERS OUT &amp; OTHER USES</b>						
OP Transfer to UR General	-	484,740.01	3,573,408	2,439,679	1,888,810	1,888,810
<b>Total URA Debt Service Transfers Out</b>	<b>-</b>	<b>484,740.01</b>	<b>3,573,408</b>	<b>2,439,679</b>	<b>1,888,810</b>	<b>1,888,810</b>
<b>RESERVED FOR FUTURE EXPENDITURE</b>	<b>-</b>	<b>-</b>	<b>691,526</b>	<b>2,255,145</b>	<b>856,144</b>	<b>856,144</b>
<b>ENDING FUND BALANCE (prior year's)</b>	<b>1,563,028</b>	<b>2,650,213</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL URA DEBT SERVICE REQUIREMENTS</b>	<b>3,545,093</b>	<b>5,209,777</b>	<b>6,193,812</b>	<b>6,623,702</b>	<b>6,368,574</b>	<b>6,368,574</b>



## Long-Term Debt

Moody's Investors Service has upgraded the City of Canby, Oregon's long-term issuer rating and outstanding full faith and credit obligations to Aa3 from A1. The rating action affects approximately \$22.1 million in rated full faith and credit debt outstanding. The upgrade to Aa3 reflects the city's recovered tax base and improved financial position through consecutive years of structurally-balanced operations. Total debt liabilities of the city are below-average relative to similarly-rated peers and will continue to amortize given no additional near-term debt financing plans.

The Canby Urban Renewal Agency has built up enough reserves to pay off the 2009 Township, Berg, & Sequoia Pkwy loan early. The FY20-21 budget includes the funds necessary to eliminate this loan in December 2020.

Fiscal Year Ending June 30,	Governmental Activities				Total Governmental Activities
	Bonds - URA	URA Loans	Total Principal	Interest	
2021	930,960	103,818	1,034,778	939,232	1,974,010
2022	970,960	104,532	1,075,492	896,427	1,971,919
2023	1,005,960	110,461	1,116,421	850,460	1,966,881
2024	1,045,960	116,437	1,162,397	802,398	1,964,795
2025	1,095,960	122,256	1,218,216	754,943	1,973,159
2026-2030	6,439,800	550,467	6,990,267	2,892,038	9,882,305
2031-2035	8,517,927	-	8,517,927	1,274,871	9,792,798
2036	1,054,050	-	1,054,050	52,750	1,106,800
Total	<u>\$ 21,061,577</u>	<u>\$ 1,107,971</u>	<u>\$ 22,169,548</u>	<u>\$ 8,463,118</u>	<u>\$ 30,632,666</u>

	Original Amount	6/30/2020 Balance	Reductions	6/30/2021 Balance
<b>URA Governmental Activities</b>				
Bonds URA:				
2010 1st Ave Redevelopment (3.75-7%)	2,500,000	1,560,000	115,000	1,445,000
2010 Bond Discount		(24,300)	(2,208)	(22,092)
2011 Police Facility (2-5%)	9,000,000	8,580,000	125,000	8,455,000
2011 Bond Discount		(15,200)	(950)	(14,250)
2012 Civic Bldg & Sequoia Pkwy (3-4%)	14,050,000	10,225,000	645,000	9,580,000
2012 Premium		736,077	49,118	686,959
Long-term Loans URA:				
2009 Township Rd, Berg & Sequoia Pkwy (3-5.25%)	1,981,047	1,099,387	102,865	996,522
2009 Premium		8,584	953	7,631
Total URA Activities		<u>\$ 22,169,548</u>	<u>\$ 1,034,778</u>	<u>\$ 21,134,770</u>

## Required Notices and Fillings

## Notice of Budget Committee Meeting

**Notice of Budget Committee Meeting**

Two public meetings of the Budget Committee of the City of Canby and Canby Urban Renewal District, Clackamas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2020 to June 30, 2021, will be held on May 14, 2020 at 6:00 pm and May 21, 2020 at 6:00 pm.

The purpose of the meetings is to receive the budget message and to receive comment from the public on the budget. Public comment will be heard for both the City's budget and the URA budget at the second meeting on May 21, 2020. Due to the COVID-19 pandemic the meetings will be broadcast live on CTV Channel 5 and on YouTube.

Any person may provide comment in written form or virtually. Written comments must be received by 5 pm on May 20th. If you wish to speak please contact the City Recorder at [bissetm@canbyoregon.gov](mailto:bissetm@canbyoregon.gov) or call 503-266-0733 by 5 pm on May 20th with your name and contact information. Once your information is received you will be sent instructions on how to speak virtually.

A copy of the budget document may be inspected or obtained on or after May 4th, 2020 on the city's website at [www.canbyoregon.gov](http://www.canbyoregon.gov).

Publish May 6, 2020

CH163075

**Notice of Budget Hearing**

**Resolution Adopting the Budget and Imposing the Tax for FY2020-21**

Notice to the Assessor