

AGENDA
CANBY URBAN RENEWAL AGENCY SPECIAL MEETING

September 16, 2020

7:45 PM (will begin after the City Council meeting & Executive Session ends)
Council Chambers- Will be recorded and uploaded to YouTube for future viewing
222 NE 2nd Avenue, 1st Floor

Chair Tim Dale
Vice-Chair Brian Hodson
Commissioner Traci Hensley

Commissioner Greg Parker
Commissioner Sarah Spoon
Commissioner Shawn Varwig

1. CALL TO ORDER

2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

3. CONSENT AGENDA

A. Minutes from the June 17th, 2020, URA Special Meeting.

4. NEW BUSINESS

A. **URR 20-003**: A Resolution of the Canby Urban Renewal Agency appointing the Interim Director of the Canby Urban Renewal Agency.

5. 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. Urban Renewal Agency Meetings are typically broadcast live and can be viewed on CTV Channel 5. For a schedule of the playback times, please call 503.263.6287.

Due to unforeseen issues with broadcasting equipment, we will not be able to broadcast live on CTV5. A recording of the meeting will be made available after the meeting and minutes will be created and made available to the public. If you wish to attend via zoom, please contact the City Recorder at 503-266-0733 or bissetm@canbyoregon.gov.

****In compliance with social distancing measures to protect the spread of COVID-19, we are requesting that rather than attending in person you watch the recorded meeting 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 so the City is in compliance with public meeting laws and the Governor's Executive Order.

**CANBY URBAN RENEWAL AGENCY
SPECIAL MEETING MINUTES
June 17, 2020**

PRESIDING: Chair Tim Dale.

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

COMMISSIONERS ABSENT: Traci Hensley.

STAFF PRESENT: Amanda Zeiber, Interim Agency Director, Joseph Lindsay, City Attorney; Julie Blums, Finance Director and Melissa Bisset, City Recorder.

CALL TO ORDER: Chair Dale called the Special Meeting to order at 6:16 p.m. in the Council Chambers.

CITIZEN INPUT: None.

UPDATE ON QUIET ZONE AND GRANT STREET ARCH PROJECTS: Interim Agency Director Zeiber shared that a Request for Proposals went out in February and there was one response. The response was significantly higher than what the engineer's estimates were. The contractor was interested in value engineering the project. The number was reduced from 55 percent higher to 22 percent higher than the engineer's estimate. Ms. Zeiber asked if the project should continue to move forward. There was funding available and there would need to be a supplemental budget to appropriate the funds.

Chair Dale did not want to lose inertia on the Project.

Commissioner Berge felt that they did a good job on value engineering the Project. He was concerned about the Project being split into two projects with two different contractors. He thought that the contractor was trying to be a good partner in the project and had done good work in Canby in the past. He noted that there were many unknown variables in postponing the project. He wanted to move forward with the Project.

Commissioner Parker felt it was more important than ever for citizens to be seeing positive things happening downtown.

The Project would continue to move forward.

CONSENT AGENDA: **Vice Chair Hodson moved to adopt the minutes of the April 15, 2020 Urban Renewal Agency Special Meeting and the reappointments of Michelle Hensley and Jason Padden to the Urban Renewal Agency Budget Committee. Motion was seconded by Commissioner Spoon and passed 6-0.

PUBLIC HEARING

Chair Dale read the public hearing statement and opened the public hearing at 6:33 pm.

He stated that all interested persons in attendance would be heard on the matter. In compliance with Executive Order No. 20-16 related to public meetings during Coronavirus Outbreak - opportunity was given to sign up or provide testimony by 5:00 p.m. the day of the meeting. No request for comment or testimony was received by the City Recorder and no one from the public was present in the Council Chambers.

Finance Director Julie Blums explained that per Budget Law, the Budget Committee convened on May 21st, 2020 and deliberated over the proposed budget and the Committee voted unanimously to approve the proposed budget. She noted that they could adopt the Budget or make changes.

The Public hearing was closed at 6:35 p.m.

Vice Chair Hodson noted that there were several projects continuing to move forward including the Quiet Zone, Façade Improvement Program, and Signalization at Hazel Dell Way and Sequoia. They were on track with debt service payment.

Ms. Blums explained many of the loans would be paid off early creating interest savings.

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

****Vice Chair Hodson moved to approve URR 20-002, A Resolution adopting the budget, making appropriations, and imposing and categorizing taxes or the 2020-2021 Fiscal Year and was seconded by Commissioner Varwig and passed 6-0.**

Chair Dale adjourned the Special Meeting at 6:37 p.m.

Melissa Bisset, CMC
City Recorder

Tim Dale
Chair

RESOLUTION NO. URR 20-003

**A RESOLUTION OF THE CANBY URBAN RENEWAL AGENCY APPOINTING THE
INTERIM DIRECTOR OF THE CANBY URBAN RENEWAL AGENCY**

WHEREAS, the Canby City Council established an Urban Renewal Agency to function within the City pursuant to Ordinance 1032 passed October 6, 1999; and

WHEREAS, the position of the current Director is vacant; and

WHEREAS, the City of Canby and the Canby Urban Renewal Agency have determined that this leadership position should now be filled by Joseph Lindsay, Interim City Administrator, until such time as a regular Director is hired.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Canby Urban Renewal Agency approves as follows:

Joseph Lindsay shall be appointed as the Interim Director of the Canby Urban Renewal Agency.

This Resolution shall take effect on September 16, 2020.

ADOPTED this 16th day of September 2020, by the Canby Urban Renewal Agency.

Tim Dale
Chair

ATTEST:

Melissa Bisset
City Recorder