



AGENDA
CANBY URBAN RENEWAL AGENCY WORK SESSION

March 16, 2022

6:00 PM***

Join on Zoom: <https://us06web.zoom.us/j/89952814091?pwd=Y1g1RjlhYVN1bEg4eDBPcFNVWEZhUT09>

Virtual Meeting/Council Chambers
222 NE 2nd Avenue, 1st Floor

Chair Shawn Varwig

Commissioner Christopher Bangs

Vice-Chair Brian Hodson

Commissioner Traci Hensley

Commissioner Greg Parker

Commissioner Sarah Spoon

Commissioner David Bajorin

1. CALL TO ORDER

2. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

3. CONSENT AGENDA

a. Minutes from the February 16, 2022, URA Work Session Meeting.

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b. Reappointment of Member Jack Pendleton to the Urban Renewal Budget Committee with a term that expires on June 30, 2024. Pg 4

4. NEW BUSINESS

a. Discussion regarding URA Projects

Pg. 7

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 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
WORK SESSION MEETING MINUTES
February 16, 2022**

PRESIDING: Chair Shawn Varwig

COMMISSIONERS PRESENT: David Bajorin, Traci Hensley, Brian Hodson, Greg Parker, and Sarah Spoon

COMMISSIONERS ABSENT: Christopher Bangs

STAFF PRESENT: Scott Archer, City Administrator/Agency Director; Joseph Lindsay, City Attorney/Assistant City Administrator; Jamie Stickel, Economic Development Director; and Maya Benham, Deputy City Recorder

CALL TO ORDER: Chair Varwig called the Special Meeting to order at 6:01 p.m.

NEW BUSINESS

DISCUSSION REGARDING THE CREATION OF A MURAL COMMITTEE.

Jamie Stickel, Economic Development Director, began the presentation by noting the mural background information including a mural program that was originally created.

There was discussion regarding the mural committee.

Commissioner Spoon was interested in a separate mural committee. She mentioned it takes special relationships to connect with the art community and business owners. She asked if there were any interest in adding mural restoration and specifically the restoring of some murals such as at the old police station.

Chair Varwig agreed that restoration should be considered for historical value.

Commissioner Hensley asked if this would be considered a long term committee or a task-force, short term committee. She also wanted to know more about the vision as there was limited real estate to use for murals.

Commissioner Spoon was interested in what other committees were doing. She would like to not place short timelines perhaps missing opportunities and did see long term potential once the URA sunsets.

Commissioner Hensley felt this should be per project ad-hock meeting and that the restoration should be the property owners' responsibility.

Chair Varwig stated the goal of the meeting was to see if there was any support for the committee.

Commissioner Parker was interested in having staff provide options to see the policy options that emerge from this committee. He also wanted the infrastructure to be used, to know the resource demands and if additional resources were needed.

Commissioner Bajorin supported the mural committee. He would like to keep the discussion moving forward.

Discussion ensued regarding what would happen to the committee if/ when the URA sunsets.

Vice Chair Hodson acknowledged the success with the dahlia design on the back of the Police Station. He mentioned is the design from the murals creates engagement, energy, and what they can be for the community. He thought the restoration component should be added. He mentioned the community investment component but didn't see a dollar figure for the Agency or the Council to decide to get it off the ground. He asked if it was open ended for the City to get it off the ground. He questioned if \$1,000 was sufficient and what would the community contribution be.

Commissioner Parker asked if the topic could be researched by the citizens and Committee and have it brought to the Council. He was in favor of having a separate mural committee and mural program.

Commissioner Spoon felt that if they were to have a right to opinion there should be a financial contribution from the City. She felt it would be an investment in public art and was open to seeing what the research said.

Vice Chair Hodson wanted to see what a monetary contribution would be from the mural committee.

Commissioner Spoon discussed other local URA programs and asked to be provided with scaled percentage of contribution options based on community significance of the project, the location, or how accessible it is so if one is more transformational for the community, the URA could decide if they were interested in contributing at a higher level.

DISCUSSION REGARDING POTENTIAL JOINT MEETING WITH THE CANBY FIRE DISTRICT.

Mr. Archer stated this subject was for consideration. The City received a formal request from the Fire District. The intent was to discuss current planning with Urban Renewal and the sun setting of the URA.

Chair Varwig opened it up for questions and comments.

Commissioner Hensley was willing to give time to address questions and concerns with the Fire District.

Commissioner Spoon was interested in maintaining a good relationship with Fire District. In this case, she did not think they were in the position to do so yet because they have not had a conversation among themselves with the URA. She would prefer to

have the work session address other conversations first and have conversation amongst themselves first before involving another board.

Commissioner Parker stated that there was a mismatch between the constituencies of the Fire District and the City of Canby. He added there was a mismatch where the members of the Fire District Board did not come to speak with the URA but rather the Chief Executive Officer is the one in communication. He noted that the Fire Chief's counterpart would be the City Administrator. He stated that anyone that wanted to come speak with them could. He was not interested in meeting with the Board at this time. He also agreed there needed to be internal conversations prior to the rest of the body.

Vice Chair Hodson would like the commission to give the Chair and the URA Director Archer time to meet with the Fire District. Based on the last goal setting, there was an aggressive agenda to have multiple work sessions. He stated, he would like URA Director Scott Archer, Fire District Chief Davis, Mr. Carol, and Chair Varwig to meet initially.

Commissioner Hensley would like to maintain facetime with the Fire District. She agreed with Commissioner Parker and would like to see the board come before them and not only the Fire Chief.

Commissioner Bajorin would like to have internal conversations first and agreed with Commissioner Parker.

Commissioner Spoon agreed with Vice Chair Hodson in whether if Mr. Carol and Fire Chief Davis wanted to meet. She also acknowledged an aggressive agenda and would like to keep work sessions for immediate projects.

Chair Varwig asked Mr. Archer to check available meeting times to meet with Mr. Carol and Chief Davis.

Mr. Archer mentioned the next discussion with URA was tentatively scheduled for March 16th.

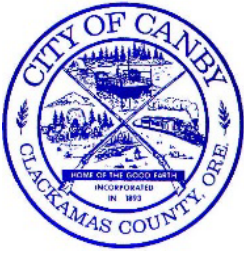
Chair Varwig would like to have a meeting prior to URA March 16th and make determination from there.

Commissioner Hensley motioned to adjourn the meeting and it was seconded by Commissioner Spoon.

Chair Varwig adjourned the Special Meeting at 6:44 p.m.

Melissa Bisset, CMC
City Recorder

Shawn Varwig
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: March 16, 2022
TO: Honorable Mayor Hodson and City Council
THRU: Scott Archer, Agency Director
FROM: Maya Benham, Deputy City Recorder
ITEM: Urban Renewal Budget Committee Reappointment

Summary

Jack Pendleton has been serving on the Urban Renewal Agency Budget Committee and his term expired on June 30, 2021. The Deputy City Recorder contacted Mr. Pendleton and he would like 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

Jack Pendleton has served on the Urban Renewal Agency Budget Committee since May 1, 2019.

Attachments

Application of Jack Pendleton.

Fiscal Impact

None.

Options

1. Reappoint Jack Pendleton to the Urban Renewal Budget Committee.
2. Take no action.

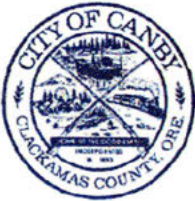
Recommendation

Reappoint Jack Pendleton 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 February 16, 2022 and the reappointment of Jack Pendleton to the Urban Renewal Agency Budget Committee for a three year term.”



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

Date: 1/3/19 Position Applying For: URD Budget Committee
Name: Jack Pendleton Occupation: retired
Home Address: [REDACTED] Canby
Employer: n/a Position: n/a
Daytime Phone: [REDACTED] Evening Phone: [REDACTED]
E-Mail Address: [REDACTED]

What are your community interests (committees, organizations, special activities)?
Oregon Food Bank-1 full day per week in warehouse, Canby schools, technical mentor
to high school robotics (past), reading tutor for elementary students (past), youth soccer and baseball coach (past)

What are your major interests or concerns in the City's programs?
I would like to see Canby manage growth and livability in a manner that does not
diminish the current small town feeling.

Reason for your interest in this position: want to contribute, have past expertise in the area

Experience and educational background: BS-Electrical Engineering, consulting engineer in utility
and communications (before retirement), past experience with city and URD budgets
while on Budget Committee

List any other City or County positions on which you serve or have served:
City Budget Committee (past - 2 terms), Traffic Safety Committee (past), various other adhoc
city committees

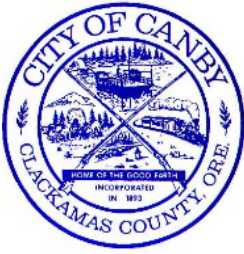
Referred by (if applicable): n/a

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*

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: 1.3.2019 Date Appointed: 5-1-2019 Term Expires: 6.30.2021
Date Resigned: _____ Destruction Date: _____



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City Council Staff Report

DATE: March 16, 2022

TO: Urban Renewal District Chair Varwig and Commissioners

THRU: Scott Archer, City Administrator

FROM: Jamie Stickel, Economic Development Director + Communications Specialist

ITEM: Urban Renewal District Projects

Summary

City of Canby staff will present a list of projects that remain unfinished from the Urban Renewal District plan.

Background

In April 2021, the Finance Director presented to the Canby Urban Renewal Agency refinancing the refinancing of Urban Renewal debt. The debt refinancing saved the City of Canby approximately \$6,000,000. At that time, the Urban Renewal Agency asked staff to explore which projects could still be constructed within the timeline of the close of the Urban Renewal District.

During summer 2021, the Urban Renewal Agency participated in a presentation and discussion with city staff from Finance and Public Works. The discussion revolved around the list of potential projects previously identified within the Urban Renewal Plan. The discussion identified two main projects for consideration: Logging Road Bridge beautification and access and Highway 99E beautification.

The Urban Renewal Agency further refined the list of projects for staff to provide cost estimates for projects at a December 1st Urban Renewal Agency Work Session. Staff has consulted Curran-McLeod to provide preliminary cost estimates on HWY99E roadway improvements, gateway improvements, pedestrian access to the Fred Meyer complex, Community Park upgrades, 2nd Avenue upgrades, and downtown alleyway improvements.

Discussion

City staff will present a brief review of the projects remaining incomplete from the Urban Renewal plan. The discussion will explore the preliminary cost estimates provided by Curran-McLeod for HWY99E roadway improvements, gateway improvements, pedestrian access to the Fred Meyer complex, Community Park upgrades, 2nd Avenue upgrades, and downtown alleyway improvements.

Attachments

None.

Fiscal Impact

None.

Options

None.

Recommendation

Staff recommends the Urban Renewal Agency discuss the projects from the Urban Renewal Plan that remain unfinished and direct staff on future steps.

Proposed Motion

None.