

**CANBY URBAN RENEWAL AGENCY
MEETING MINUTES
June 19, 2024**

PRESIDING: Chair Traci Hensley

COMMISSIONERS PRESENT: Brian Hodson, Jim Davis (attended virtually), Daniel Stearns—arrived at 6:02pm, Scott Sasse, and Jason Padden (attended virtually).

COMMISSIONERS ABSENT: Herman Maldonado

STAFF PRESENT: Eileen Stein, Agency Director; Maya Benham, Administrative Director/ City Recorder; Teresa Ridgley, Deputy City Recorder; Scott Schlag, Finance Director; Jamie Stickel, Economic Development Director/Communications Specialist; and Jerry Nelzen, Public Works Director.

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

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None

CONSENT AGENDA: **Vice Chair Hodson moved to approve the consent agenda which included minutes from the May 15, 2024, URA Meeting and reappointments of Urban Renewal Agency Budget Committee members. Motion seconded by Commissioner Sasse and passed 5-0.

RESOLUTION:

URR 24-003 – Scott Schlag, Finance Director, stated Oregon budget law required an annual budget to be adopted by the end of the fiscal year which was June 30. ORS 294.453 required the Agency to hold a public hearing and to submit tax certification documents to the County Assessor by July 15. Following the Urban Renewal Agency Budget Committee approving the budget, there were two subsequent changes. One was an increase to both the resources and requirements of \$120,000 due to an omitted cell in the calculation during the Budget Committee approval process. The other change was due to the approval of URR 24-002, approving a supplemental budget for a transfer of \$315,000 from the Urban Renewal Debt Fund to the Urban Renewal General Fund. These changes had been incorporated into the budget.

Commissioner Davis asked for clarification of the \$120,000. Mr. Schlag responded the cell was hard coded to a number of zero and wasn't taken into account when it should have been. The number given during the approval process excluded that amount as a resource and as an appropriation. This correction included that cell that was omitted. It should have been included as part of the original approved by the Budget Committee.

Eileen Stein, Agency Director, noted the resolution said the total amount was \$7.829 million, but down below it showed a total adopted budget of \$7.739 million.

Mr. Schlag responded the resolution was the correct amount.

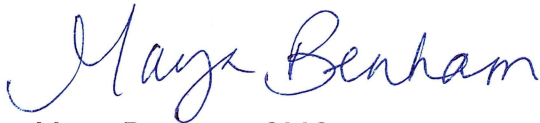
Chair Hensley opened the public hearing.

There was no public testimony.

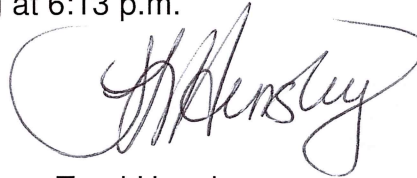
Chair Hensley closed the public hearing.

****Vice Chair Hodson moved to approve URR 24-003, A RESOLUTION OF THE CANBY URBAN RENEWAL AGENCY ADOPTING THE ANNUAL BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAXES FOR THE 2025 FISCAL YEAR. Motion seconded by Commissioner Sasse and passed 5-0-1 with Commissioner Davis abstaining.**

ADJOURN: Chair Hensley adjourned the meeting at 6:13 p.m.



Maya Benham, CMC
City Recorder



Traci Hensley
Chair

Assisted with Preparation of Minutes – Susan Wood