

**CANBY URBAN RENEWAL AGENCY
SPECIAL MEETING MINUTES
September 14, 2011**

Presiding: Chair Richard Ares

Commissioners Present: Walt Daniels, Traci Hensley, Brian Hodson, Randy Carson, Greg Parker, and Tim Dale.

Staff Present: Greg Ellis, City Administrator; Sue Ryan, Deputy City Recorder; Ami Keiffer, Main Street Manager; Bryan Brown, Planning Director; and Annie Tran, RARE student.

Others Present: Peter Hostetler, Don Perman, Steve Morgan, Bev Doolittle, Roger Skoe, Lisa Weygandt, Mike Johnson, Becky Walker, Pam Casciato and Erica Dally.

CALL TO ORDER: Chair Ares called the Special Meeting to order at 6:00 p.m. in the City Council Chambers followed by opening ceremonies.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: None.

CONSENT AGENDA: ****Commissioner Carson moved to approve the minutes of the August 10, 2011 Urban Renewal Agency Special Meeting. Motion was seconded by Commissioner Daniels and passed 7-0.**

Greg Ellis, City Administrator, introduced the City's new RARE student, Annie Tran, who would be working on economic development.

RESOLUTIONS & ORDINANCES: URR 11-013 – Mr. Ellis stated this amendment was to provide architectural and engineering services for the First Avenue Redevelopment Project. He recommended adoption of the resolution.

****Commissioner Daniels moved to adopt URR 11-013, A RESOLUTION APPROVING AGREEMENT WITH LRS ARCHITECTS TO PROVIDE ADDITIONAL ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR THE FIRST AVENUE REDEVELOPMENT PROJECT. Motion was seconded by Commissioner Carson and passed 7-0.**

NEW BUSINESS: Update on Logging Road Trail Access Proposal – Mr. Ellis said the proposal was to expand the Urban Renewal District to include Lot 5 on 3rd Court to create a parking lot for the Logging Road Trail and purchase a road from Don Perman. Mr. Ellis had found there was a lot of parking along the trail currently. He recommended Mr. Hostetler and Mr. Perman go through the City committee process. He did not recommend expanding the URD for this project. He advised they reserve expansion of the URD for other purposes.

Councilor Hodson thought this issue had been before the City committees already.

Mr. Ellis said it was it was but not in terms of funding priorities.

Commissioner Hodson asked about safety.

Commissioner Carson said the road was not used for access by the Police Department.

Peter Hostetler contested City Administrator Ellis's findings on the amount of available parking and said the private road did meet City spec for the type of traffic and use. He referred to the engineer's statement in a handout given to the Agency.

Chair Ares asked Mr. Hostetler what the cost would be.

Mr. Hostetler replied he did not know. There was discussion on the cost and amount of parking.

Steve Morgan owned property adjacent to the cul-de-sac. He said the problem was parking in the cul-de-sac and it would continue to grow because of lack of lighting and lack of access.

Commissioner Parker said if the City was going to start building sites for the Logging Road then an overall assessment was needed.

Chair Ares said if the Agency chose not to move the property into the URD, the next step would be to go to the Parks and Recreation Advisory Board or Bike and Pedestrian Committee and get on their funding list.

Don Perman said he had invested in the community for development and growth. He said this was a perfect location for access and would help promote growth.

Chair Ares said the first question was to consider whether to bring the lot into the Urban Renewal District or not.

There was consensus that this property not be added to the Urban Renewal District at this time. Chair Ares advised Mr. Hostetler to take it to the City committees.

Discussion Regarding Enhanced Façade Improvement Program - Ami Keiffer, Main Street Program Manager, presented an update on the Enhanced Façade Improvement Program.

Chair Ares said he liked that designers could be used instead of architects.

There was a brief discussion on the Design Services Grant portion. The Agency was in agreement with staff's proposal for Option 1.

Ms. Keiffer explained Option 2: Façade Construction Grant.

There was discussion on the business improvement courses. There was concern over requiring people to attend business classes and the large amount of loan forgiveness. The Agency favored encouraging business owners to attend classes through scholarship incentives. There was consensus for Option 2 with changes to the requirement of the classes and loan forgiveness.

Update on Urban Renewal Projects – Mr. Ellis presented an update on Urban Renewal projects. There was discussion on the timeline for redevelopment of First Avenue and working to compress the schedule. There was discussion about asphalt prices, Attachment G and the progress of the Police Facility.

Discussion of the 2nd phase of the cleanup of the Industrial Park parcel - Chair Ares said he felt they needed to finish the project to improve the salability of the site. There was discussion regarding the holes on the property.

****Commissioner Carson moved to approve the expenditure of up to \$25,000 from the URD Project Fund for site clearing and grading of the 6.1 acre Agency property to position it for sale and redevelopment. Motion was seconded by Commissioner Hodson and passed 7-0.**

Commissioner Daniels read a piece of history pertaining to the trees on First Avenue, which had been on site since 1924.

Chair Ares asked that the Agency be informed of the design process for Sequoia so the Agency knew what was being planned.

ACTION REVIEW:

1. Approved the consent agenda.
2. Adopted URR 11-013.

Chair Ares adjourned the Special Meeting at 8:04 p.m.

Sue Ryan
Deputy City Recorder

Richard Ares
Chair

Assisted with preparation of minutes – Susan Wood.