

City of St. Helens Urban Renewal Agency

Approved Minutes

August 5, 2020

- Members Present:** Stephen Topaz, Vice Chair
Ginny Carlson, Agency Member
Keith Locke, Agency Member
Rik Scholl, Agency Member
- Members Absent:** Doug Morten, Chair
- Staff Present:** City Administrator John Walsh
Associate Planner Jennifer Dimsho
Finance Director Matt Brown
Project Support Specialist Rachael Barry
- Others:** Nick Popenuk
Elaine Howard
Patrick Birkle

1) **6:00 p.m. - Roll Call**

With Chair Morten's absence, Vice Chair Topaz called the meeting to order at 6:00 p.m.

2) **Consent Agenda for Approval**

- 2.A Urban Renewal Agency Public Hearing Draft Minutes dated May 15, 2019
- 2.B Urban Renewal Agency Meeting Draft Minutes dated May 5, 2019

*[Secretary's Note: The May 15, 2019 Public Hearing and Agency Meeting Minutes were erroneously included in this packet for approval, but they were previously approved at the June 3, 2020 meeting. Instead, the June 3, 2020 meeting minutes should have been included in this packet. The June 3, 2020 meeting minutes **and** August 5, 2020 minutes will be included for approval at the next Urban Renewal Agency meeting.]*

3) **Public Comment**

There were no public comments.

4) **Discussion/Action Items**

- 4.A Urban Renewal Financial Update Presentation - Tiberius Solutions

City Administrator John Walsh introduced Nick Popenuk from Tiberius Solutions, who prepared an update to the original financial projections for the Urban Renewal Agency. Nick Popenuk went through his presentation, as included in the packet. Popenuk concluded that updated forecasts are below the original URA's projections due mostly to Armstrong leaving. He said that collecting Tax-Increment Financing (TIF) revenues for longer could allow the URA to achieve maximum indebtedness and that amending the boundary could also increase financial capacity.

Chair Topaz asked how tax-exempt development impacts the revenue projections. Popenuk said it does not help the agency to keep tax-exempt development in the agency.

Ginny Carlson clarified that the Legacy Health Clinic was already included in the URA boundary. She also asked if we would subtract other properties from the agency if we add the Graystone Estates Subdivision. Associate Planner Dimsho said we will get into more details about which properties we will add and which we will subtract at the next URA meeting on September 2, 2020.

Scholl asked about the borrowing capacity of the URA in five years. Popenuk said the assumptions for borrowing capacity included in the report were very basic (20-year-loan with five-percent interest). He said that interest rates are currently at historic lows and the amortization period through a lender like Business Oregon is typically longer than 20-years, so these factors can impact how much the URA can borrow.

4.B Approve and/or Authorize for Signature - Personal Services Agreement with Elaine Howard Consulting, LLC - Urban Renewal Amendment Assistance

Dimsho introduced Elaine Howard, who will be assisting the URA with the amendment process. Howard discussed the public involvement process required for a major amendment to the URA boundary. It includes: a URA meeting, a letter to the taxing districts with a 45-day comment period, a Planning Commission meeting, a Columbia County Commissioner briefing, a notice to citizens advertising a City Council Public Hearing (usually done through a Utility Billing insert), and a City Council Public Hearing with a non-emergency ordinance adoption which would become final 30 days after adoption. Chair Topaz asked how long this process is likely to take. Howard said the entire timeline will take us to December 2020.

Motion: Upon Scholl's motion and Carlson's second, the Urban Renewal Agency unanimously authorized for signature the Personal Services Agreement with Elaine Howard Consulting, LLC for urban renewal amendment assistance. [Ayes: Scholl, Locke, Vice Chair Topaz, Carlson; Nays: None]

5) **Administrator Report**

Walsh said this financial update quantified the impact that Armstrong leaving had on the URA. This amendment process will be about kickstarting the URA's funding to get projects done sooner than later. He also specified that our Urban Renewal Plan includes specific projects which are intended to increase tax base and enhance economic development in the City.

6) **Adjournment**

There being no further business before the Urban Renewal Agency, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,
Jennifer Dimsho, AICP
Associate Planner