

City of St. Helens Urban Renewal Agency

Approved Minutes

September 5, 2018

Members Present: Ginny Carlson, Vice Chair
Doug Morten, Agency Member
Rick Scholl, Agency Member
Susan Conn, Agency Member
Keith Locke, Chair

Members Absent: None

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Jennifer Dimsho, Associate Planner

Others: Mark Kreutzer
Patrick Birkle
Shauna Harrison
Frank Brandon
Kristina & Alana Saul
Hailey Chatterley

- 1) **Roll Call** - 6:30 p.m.
- 2) **Consent Agenda for Approval**
 - 2.A Draft Minutes dated January 17, 2018

Motion: Upon Scholl's motion and Conn's second, the Urban Renewal Agency unanimously approve Draft Minutes dated January 17, 2018. [AYES: Vice Chair Carlson, Conn, Scholl, Morten, Chair Locke; Nays: None]

- 3) **Public Comment**
 - 3.A Public Hearing - FY 2018-2019 Urban Renewal Agency Budget Adoption

Kreutzer, Mark. Kreutzer said he would like to comment on the Urban Renewal Agency (URA) Board makeup, not the budget. He would like to see more representation on the Agency than just City Council. He feels there should be special district representation and private citizens on the board. Kreutzer said the Fire District is expected to maintain the same level of service, despite the loss in funding caused by the URA. He feels if the makeup of the board includes other taxing districts, there will be more trust.

Scholl said that the money spent on urban renewal has to be used on the adopted list of projects. Walsh said the URA's makeup was established in 2008 by resolution. Once the URA starts to make and spend money, changing the makeup may make sense. Locke asked if a liaison would help. Kreutzer said that sounds like public comment. Locke said he has seen public comment change Council's decisions. Morten asked who Kreutzer would like to be on the URA. Kreutzer said a similar makeup to the budget committee, with five members of Council

and five other members of the public. It would be City Council's decision to pick the members, but he would like to see more representation on the URA, particularly with special districts.

Birkle, Patrick. Birkle would like to echo Kreutzer's comments. Birkle said his issues are with communication with the community at large. If the URA board contains wider membership, more of the community would be involved in communicating decisions to the public. He had a hard time finding information about the URA on the website. He is not against urban renewal and future development, but a lot of people are. Birkle said the more transparent the URA is, the less negativity the City will see.

Harrison, Shauna. Harrison would like the URA to be transparent. She would like to echo the previous two speakers. She said other communities bring in Parks & Recreation into their Urban Renewal Agency. She would like the URA to be made up of locals.

4) **Discussion/Action Items**

- 4.A Resolution No. UR-003 - Adopting the Budget for the 2018-2019 Fiscal Year, Making Appropriations, Declaring the Tax Increment, and Collecting the Maximum Amount of the Division of the Tax

Finance Director Brown said the proposed 2018-2019 budget was approved by the Budget Committee last month. Brown said staff believed URA funds would be set aside and collection could occur at a later date. However, the state and county require that we have a formal budget before we can collect funds. Brown said the County and the State ensured us that if we adopted a budget as soon as possible, we could collect the 2018-2019 tax increment. Walsh said it is his recommendation to adopt the budget and begin collecting the 2018-2019 tax increment.

Motion: Upon Scholl's motion and Conn's second, the Urban Renewal Agency unanimously adopted Resolution No. UR-003 - Adopting the Budget for the 2018-2019 Fiscal Year, Making Appropriations, Declaring the Tax Increment, and Collecting the Maximum Amount of the Division of the Tax. [AYES: Vice Chair Carlson, Conn, Scholl, Morten, Chair Locke; Nays: None]

5) **Administrator Report**

Walsh said the URA is in its infancy. Priorities have been established in previously adopted plans. The makeup of the agency and refinement of the adopted plans may change throughout the life of the URA, but the purpose of this meeting is to begin collecting increment revenues. Chair Locke suggested that URA information be added to our website, Facebook page, and sent to the newspaper and radio station.

Motion: Upon Morten's motion and Conn's second, the Urban Renewal Agency unanimously recommended that the Communications Officer share information regarding the URA. [AYES: Vice Chair Carlson, Conn, Scholl, Morten, Chair Locke; Nays: None]

6) **Adjournment**

There being no further business before the Urban Renewal Agency, the meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Jennifer Dimsho
Associate Planner