



URBAN RENEWAL AGENCY

Wednesday, April 02, 2025 at 6:00 PM

DRAFT MINUTES

MEMBERS PRESENT

Agency Member Jennifer Massey
Chair Jessica Chilton
Vice Chair Brandon Sundeen
Agency Member Russell Hubbard
Agency Member Mark Gundersen

STAFF PRESENT

John Walsh, City Administrator
Lisa Scholl, Deputy City Recorder
Jenny Dimsho, Associate Planner
Gloria Butsch, Finance Director
Mouhamad Zaher, Public Works Director

OTHERS PRESENT

Brady Preheim

6:04 p.m. - ROLL CALL

Chair Jessica Chilton called the meeting to order at 6:04 p.m.

CONSENT AGENDA FOR APPROVAL

1. Draft Urban Renewal Agency Minutes dated June 5, 2024

Motion: Motion made by Agency Member Gundersen and seconded by Vice Chair Sundeen to approve Draft Minutes dated June 5, 2024. **Vote:** Yea: Agency Member Massey, Chair Chilton, Vice Chair Sundeen, Agency Member Hubbard, Agency Member Gundersen.

PUBLIC COMMENT - *Limited to three (3) minutes per speaker*

Preheim, Brady. He expressed his concerns about the financial stability of the Urban Renewal Agency without Project Arcadia. He emphasized the need for industry to pay for the projects. He urged for cautious spending.

DISCUSSION/ACTION ITEMS

2. Chair/Vice Chair Selection

Motion: Motion made by Agency Member Massey and seconded by Agency Member Gundersen to nominate Chair Chilton as Chair for another year. **Vote:** Yea: Agency Member Massey, Chair Chilton, Vice Chair Sundeen, Agency Member Hubbard, Agency Member Gundersen.

Motion: Motion made by Agency Member Massey and seconded by Agency Member Hubbard to nominate Agency Member Gundersen to Vice Chair. **Vote:** Yea: Agency Member Massey, Chair Chilton, Vice Chair Sundeen, Agency Member Hubbard, Agency Member Gundersen.

3. Executed 2022 Intergovernmental Agreement between SHURA and COSH to pay Special Public Works Fund Loan

City Administrator John Walsh explained that this item was an informational regarding the agreement between the St. Helens Urban Renewal Agency (URA) and the City of St. Helens to provide financial services. The City acts as the fiscal agent for the URA. The interim loan financing contract was included in the packet for review, but it was already approved in 2022.

4. UR-010 Adopting FY24-25 Budget Amendment

Finance Director Gloria Butsch reviewed the proposed amendment, transferring appropriation from budgeted contingency to use in capital outlay. This was the plan when they budgeted for 2025.

Butsch talked about an analysis that was done that shows enough URA revenues will accumulate to cover the loan payments when they begin three years after project completion. She also mentioned that another amendment might be needed before the end of the fiscal year.

Agency Member Massey asked about financial modeling and how they are adjusting in case Project Arcadia does not move forward. Associate Planner Dimsho said the most modest growth scenarios were used for projections. There was no speculative development included in the projections, including Project Arcadia. Butsch echoed that they have budgeted conservatively.

Agency Member Massey also inquired about the current debt, TIF revenue commitments, and potential for scaling back or pausing additional borrowing. City Administrator Walsh said the agency would not move forward taking on additional debt or spending unless resources were available.

Agency Member Massey asked about re-capturing eligible administrative costs for the URA which were used by the City. She recalls that being discussed last year. Associate Planner Dimsho explained that while these expenses are being tracked, reimbursement is not currently prioritized as it may not be the best use of funds for economic development purposes.

Agency Member Hubbard asked if this budget amendment will complete the Waterfront Redevelopment Projects. Associate Planner Dimsho said another amendment may be needed before the end of the fiscal year, but that this will likely cover all costs.

Motion: Motion made by Vice Chair Sundeen and seconded by Agency Member Massey to approve UR-010 Adopting FY24-25 Budget Amendment. **Vote:** Yea: Agency Member Massey, Chair Chilton, Agency Member Sundeen, Agency Member Hubbard, Vice Chair Gundersen.

ADMINISTRATOR REPORT

There was nothing additional to report.

ADJOURNMENT

Chair Jessica Chilton adjourned the meeting at 6:25 p.m.