



**SCAPPOOSE**  
*Oregon*

**MONDAY, JUNE 17, 2024, 6:30 PM  
URBAN RENEWAL AGENCY MEETING AGENDA  
COUNCIL CHAMBERS  
33568 EAST COLUMBIA AVENUE  
SCAPPOOSE, OREGON 97056**

Disclaimer: These minutes are intended to summarize the conversations that took place in this meeting rather than provide a full transcript. Anyone wishing to view the full conversation can find a recording of this meeting on YouTube at: [www.youtube.com/watch?v=IhZtzIO20b8](https://www.youtube.com/watch?v=IhZtzIO20b8).

**Call to Order**

Agency Member Backus called the June 17, 2024 Urban Renewal Agency meeting to order at 6:30pm.

**Roll Call**

Agency Member Joseph A. Backus; Agency Member Kim Holmes; Agency Member Tyler Miller; Agency Member Marisa Jacobs; Agency Member Ty Bailey; Public Works Director Dave Sukau; City Recorder Susan M. Reeves; and Finance Administrator Carol Almer.

**Excused:** Agency Member Jeannet Santiago and Agency Member Andrew Lafrenz.

**Approval of the Agenda**

Agency Member Bailey moved, and Agency Member Holmes seconded the motion that the Urban Renewal Agency approve the agenda. Motion passed (5-0). Agency Member Backus, aye; Agency Member Holmes, aye; Agency Member Miller, aye; Agency Member Jacobs, aye; and Agency Member Bailey, aye.

**Public Comment**

There were no public comments.

**New Business**

**Election of Chair and Vice Chair**

Agency Member Bailey moved, and Agency Member Holmes seconded the motion to elect Agency Member Backus as Chair. Motion passed (5-0). Chair Backus, aye; Vice Chair Holmes, aye; Agency Member Miller, aye; Agency Member Jacobs, aye; and Agency Member Bailey, aye.

Chair Backus moved, and Agency Member Bailey seconded the motion to elect Agency Member Miller as Vice Chair. Motion passed (5-0). Chair Backus, aye; Agency Member Holmes, aye; Agency Member Miller, aye; Agency Member Jacobs, aye; and Agency Member Bailey, aye.

### **Consideration of the Fiscal Year 2024-2025 Budget**

#### **Resolution No. URA 2-2024: Hold a Public Hearing on the proposed Approval budget for the Fiscal Year 2024-2025, Making Appropriations, Imposing the Tax, and Categorizing the Tax**

Finance Administrator Carol Almer went over Resolution No. URA 2-2024 and the updates from the Budget Committee meeting.

#### **Public Hearing**

Chair Backus opened the public hearing at 6:39pm and closed it due to no one wanting to speak on this matter.

Agency Member Holmes moved, and Agency Member Bailey seconded the motion that the Urban Renewal Agency adopt Resolution No. URA 2-2024: Hold a Public Hearing on the proposed Approval budget for the Fiscal Year 2024-2025, Making Appropriations, Imposing the Tax, and Categorizing the Tax. Motion passed (5-0). Chair Backus, aye; Vice Chair Miller, aye; Agency Member Holmes, aye; Agency Member Jacobs, aye; and Agency Member Bailey, aye.

#### **Res No. URA 3-2024: A Resolution of the Scappoose Urban Renewal Agency dedicating \$500,000 per year for eight fiscal years starting in fiscal year 2026/2027 to repay a portion of the debt for the Wastewater Treatment improvements**

Public Works Director Dave Sukau went over Interim City Manager Lehman's letter. The Urban Renewal Agency took a courageous and important step when approving 2.1 million toward the Keys Reservoir. This is truly the purpose of Urban Renewal and saves your rate payers a considerable amount. You have the golden opportunity to do it again. The base line for revenue for the Urban Renewal Agency is \$500,000. This will increase by 3% per year and then increase with any development within the district. The improvements to the wastewater treatment plant (WWTP) are the largest public undertaking we believe the City has ever undertaken. It is much more than just improvements; it is very close to constructing a new treatment plant. The City is approved for a loan from the State DEQ and has been advised to apply for an amount that we are sure will cover the costs. They stated it is easier to have it approved now and use what you need than to go back and have the loan increased. Their interest rate is 1.88% + .5 for administration/loan fee for a total interest rate of 2.38%. The City intends to seek a loan of \$20 million. The bids we have are for 16.3 million and then there are

engineering, inspection and other costs that will need to be covered. The process is we would draw down the funds as needed and then start repayments six months after the end of the project. It is expected the first payment will be due by mid-2027. Interest is charged only on the borrowed funds and from the time they are borrowed. If all the 20 million is borrowed and paid back over 30 years the annual payment would be approximately \$970,000 per year. If the Urban Renewal Agency approves Resolution # URA 2-2024 allocating \$500,000 for 8 fiscal years for a total of \$4 million, starting in Fiscal year 2026/2027 the debt service can be handled by adding \$470,000 from wwtp revenues. As development occurs in the city Wastewater System Development Charges are collected and can be used to pay down this debt. There are no prepayment penalties. The approved current rate structure which calls for a 7% increase the next 2 fiscal years, will cover this amount without the need for further rate increase to fund this project until at least 2035. It also leaves some funds in the UR District for minor projects and for smaller improvements in the Wastewater system. The city has set up a system whereas the sewer rates are set each year to adjust for inflation in the operation of the system. Approval of this resolution will be used by the City to guarantee repayment of the DEQ loan and keep the Council from needing to increase sewer rates for this project.

Agency Member Holmes explained she has a concern with committing funds out for effectively ten years and locking future Agencies into a choice where you are allocating effectively most of the money coming in as things currently stand. She asked is five years typically the average or is ten?

Public Works Director Dave Sukau replied this is the first time the City of Scappoose has ever done this. He explained in the plan this is over a twenty-year span that this goes from start to finish. He feels it isn't based on the time, but the dollar amount that you're committing to.

The Agency and Staff discussed this topic more.

Agency Member Bailey moved, and Agency Member Jacobs seconded the motion to adopt Res No. URA 3-2024: A Resolution of the Scappoose Urban Renewal Agency dedicating \$500,000 per year for eight fiscal years starting in fiscal year 2026/2027 to repay a portion of the debt for the Wastewater Treatment improvements. Motion passed (5-0). Chair Backus, aye; Vice Chair Miller, aye; Agency Member Holmes, aye; Agency Member Jacobs, aye; and Agency Member Bailey, aye.

**Adjournment** ~ Chair Backus adjourned the Urban Renewal Agency meeting at 6:56 pm.

  
Chair Joseph A. Backus

Attest:

  
City Recorder Susan M. Reeves, MMC