



## **URBAN RENEWAL AGENCY**

Wednesday, June 18, 2025 at 5:45 PM  
HYBRID: Council Chambers & ZOOM (details below)

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### **AGENDA**

**ROLL CALL - 5:45 p.m.**

**CONSENT AGENDA FOR APPROVAL**

- [1.](#) URA Draft Minutes dated April 2, 2025

**OPEN PUBLIC HEARING 5:45 P.M. - FY 25-26 URA BUDGET ADOPTION**

**DISCUSSION/ACTION ITEMS**

- [2.](#) UR-011 Adopting FY 25-26 Budget

**ADMINISTRATOR REPORT**

**ADJOURNMENT**

**VIRTUAL MEETING DETAILS**

Join: <https://us02web.zoom.us/j/81969690921?pwd=fCQTUn4RasYUWnI9EHH7GMLOvWObYG.1>

Passcode:676927

Dial: 16694449171

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The meeting will be held via Zoom and in person in the Council Chambers at City Hall, 265 Strand Street, Plaza Entrance, St. Helens, Oregon. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to [www.sthelensoregon.gov](http://www.sthelensoregon.gov) or call 503-366-8217.



# 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.

**City of St. Helens**  
**RESOLUTION NO. UR-011**

A RESOLUTION OF THE CITY OF ST. HELENS URBAN RENEWAL AGENCY  
ADOPTING THE BUDGET FOR THE 2025-2026 FISCAL YEAR, MAKING  
APPROPRIATIONS, DECLARING THE TAX INCREMENT, AND COLLECTING  
THE MAXIMUM AMOUNT OF THE DIVISION OF THE TAX

**ADOPTING THE BUDGET**

**BE IT RESOLVED**, that the Board of Directors of the City of St. Helens Urban Renewal Agency hereby adopts the budget for the fiscal year 2025-2026 in the total of \$743,056 on file at the City of St. Helens, 265 Strand Street, St. Helens, Oregon.

**MAKING APPROPRIATIONS**

**BE IT FURTHER RESOLVED**, that the amounts for the for the fiscal year beginning July 1, 2025, and for the purposes shown below are hereby appropriated:

Materials & Services	\$ 15,000
Capital Outlay	100,000
Contingency	<u>628,056</u>
Total	\$743,056

**DECLARING TAX INCREMENT**

**BE IT FURTHER RESOLVED**, that the Board of Director of the City of St. Helens Urban Renewal Agency hereby resolves to certify to the County Assessor for the City of St. Helens Urban Renewal Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes on Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

Passed and adopted by the City of St. Helens Urban Renewal Agency this 18th day of June 2025, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Jessica Chilton, Chair

ATTEST:

\_\_\_\_\_  
Jennifer Dimsho, Agency Secretary



# **City of St. Helens Urban Renewal Agency**

## **Proposed Budget FY 2026**

[www.sthelensoregon.gov](http://www.sthelensoregon.gov)



## **St. Helens Urban Renewal Agency Budget Message for FY2026**

May 29, 2025

St. Helens Urban Renewal Agency Board of Directors,  
Members of the Budget Committee,  
Members of the St. Helens Community

It is our pleasure to present to you the FY2026 proposed budget for the St. Helens Urban Renewal Agency (SHURA). FY2025 was the first year since the formation of the SHURA where funds were appropriated in categories other than in contingency. For the prior eight years, the SHURA was collecting resources to ensure and enable the Agency to advance the priority infrastructure projects identified in the adopted St. Helens Urban Renewal Agency Plan. This plan and project list is available on the City's website at <https://www.sthelensoregon.gov/urban>.

The proposed budget appropriates \$100,000 in Capital Outlay to finish the Riverfront District Streets and Utilities Extension Project, and for Phase I of the Riverwalk Project. It also appropriates \$15,000 in Materials & Services for an audit. These two projects focus on improving key streets and intersections in the downtown Riverfront District, extending utilities onto the City's Riverfront property, and improvements along the Columbia River in Columbia View Park. These projects will set the groundwork for future public amenities and private investment on the City's Riverfront property. For more information, see the project page on the City's website:

<https://www.sthelensoregon.gov/waterfront/page/streets-and-utilities-extension-project>

<https://www.sthelensoregon.gov/waterfront/page/riverwalk-project>

The resources for project expenditures included a loan (IFA loan) and grants administered by the State. Additionally, some eligible expenditures are accounted for in the City's SDC Funds. As of June 30, 2025, draws from the IFA loan will be \$14,556,856, which is the balance of the loan.

Maximum indebtedness (MI) for the SHURA is \$62,000,000. This is measured by the project expenditures of the Agency. By June 30, 2025, the amount of MI used by the SHURA is expected to be \$18,104,496. Project expenditures that are financed by system development charges (SDC's) are not counted against the MI.

The SHURA property tax (TIF) revenue for fiscal years 2024 and 2025 declined due to the departure of Cascades Tissue. However, the sale of the old mill site is expected to close in June 2025. Private investment on the City's waterfront redevelopment project, and reactivation at the former Armstrong World Industries site all have potential to improve the financial outlook for the SHURA in the long term.

In the future, the City of St. Helens may request reimbursement of expenses from previous years that were related to the SHURA. Currently, City staff is recommending that it wait to seek any reimbursement of SHURA expenses from previous years to ensure sufficient reserves are accrued to make loan payments when they come due. These expenses can include SHURA planning fees and professional services along with a percentage of staff time that was used to create and administer the SHURA. These expenses are tracked in our financial system if the City chooses to seek reimbursement in the future from the SHURA.

Sincerely,

John Walsh, Agency Administrator  
Gloria Butsch, Agency Finance Director  
Jennifer Dimsho, Agency Secretary & Community Development Project Manager

Urban Renewal Agency		2022-23 Actual	2023-24 Actual	2024-25 Adopted	2025-26 Proposed	2025-26 Approved
<b>RESOURCES</b>						
<b>LOCAL TAXES</b>						
801-000-31001	Property Taxes	1,058,137	1,202,451	480,000	620,000	620,000
<b>MISCELLANEOUS</b>						
801-000-37001	Interest	44,257	126,651	40,000	15,000	15,000
801-000-37004	Miscellaneous	2,453	-	-	-	-
<b>TOTAL MISCELLANEOUS</b>		<b>46,710</b>	<b>126,651</b>	<b>40,000</b>	<b>15,000</b>	<b>15,000</b>
<b>FUND BALANCE AVAILABLE</b>						
801-000-39001	Beginning Fund Balance	769,107	1,873,954	3,130,954	108,056	108,056
<b>TOTAL RESOURCES</b>		<b>1,873,954</b>	<b>3,203,056</b>	<b>3,650,954</b>	<b>743,056</b>	<b>743,056</b>
<b>EXPENSES</b>						
<b>MATERIALS AND SERVICES</b>						
801-000-52019	Professional Services	-	-	-	15,000	15,000
<b>CAPITAL OUTLAY</b>						
801-000-53001	Capital Outlay	-	-	3,000,000	100,000	100,000
<b>CONTINGENCY</b>						
801-000-58001	Contingency	-	-	650,954	628,056	628,056
<b>ENDING FUND BALANCE</b>		<b>1,873,954</b>	<b>3,203,056</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>		<b>1,873,954</b>	<b>3,203,056</b>	<b>3,650,954</b>	<b>743,056</b>	<b>743,056</b>