



TUALATIN DEVELOPMENT COMMISSION MEETING

MONDAY, JUNE 27, 2022

JUANITA POHL CENTER
8513 SW TUALATIN ROAD
TUALATIN, OR 97062

IMMEDIATELY FOLLOWING THE 7:00PM REGULAR COUNCIL MEETING

To the extent possible, the public is encouraged to watch the meeting live on local cable channel 28, or on the City's website.

For those wishing to provide comment during the meeting, there is one opportunity on the agenda: Public Comment. Written statements may be sent in advance of the meeting to Deputy City Recorder Nicole Morris up until 4:30 pm on Monday, June 27. These statements will be included in the official meeting record, but not read during the meeting.

For those who would prefer to make verbal comment, there are two ways to do so: either by calling in using the number below or entering the meeting using the zoom link and writing your name in chat. As always, public comment is limited to three minutes per person.

Phone: +1 669 900 6833

Meeting ID: 861 2129 3664

Password: 18880

Link: <https://us02web.zoom.us/j/86121293664?pwd=SS9XZUZyT3FnMk5rbDVKKN2pWbnZ6UT09>

Call to Order

Public Comment

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

Consent Agenda

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda.

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of January 24, 2022

Public Hearings - Legislative or Other

1. Consideration of **Resolution No. 632-22** Adopting the Tualatin Development Commission Budget and Making Appropriations for the Fiscal Year Commencing July 1, 2022

Adjournment

In compliance with the Americans with Disabilities Act, this meeting location is accessible to persons with disabilities. To request accommodations, please contact the City Manager's Office at 503.691.3011 36 hours in advance of the meeting



City of Tualatin

TUALATIN DEVELOPMENT COMMISSION Staff Report

TO: Honorable Chairman and Members of the Commission
THROUGH: Sherilyn Lombos, City Manager
FROM: Nicole Morris, Deputy City Recorder
DATE: June 27, 2022

SUBJECT:

Consideration of Approval of the Tualatin Development Commission Meeting Minutes of January 24, 2022

RECOMMENDATION:

Staff respectfully recommends approval of the meeting minutes.

ATTACHMENTS:

-TDC Meeting Minutes of January 24, 2022



OFFICIAL MINUTES OF THE TUALATIN DEVELOPMENT COMMISSION MEETING FOR JANUARY 24, 2022

Present: Chair Frank Bubenik, Commissioner Nancy Grimes, Commissioner Bridget Brooks, Commissioner Maria Reyes, Commissioner Valerie Pratt, Commissioner Cyndy Hillier, Commissioner Christen Sacco

Call to Order

Mayor Bubenik called the meeting to order at 10:23 p.m.

Public Comment

None.

Consent Agenda

Motion to adopt the consent agenda made by Councilor Grimes, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Councilor Grimes, Councilor Brooks, Councilor Reyes, Councilor Pratt, Councilor Hillier, Councilor Sacco

MOTION PASSED

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of October 25, 2021

General Business

1. Consideration of **Resolution No 631-22** of the Tualatin Development Commission Approving the Annual Financial Report for FY 2020-2021

Finance Director Don Hudson stated this is required by state statute. If approved he will file with the appropriate taxing districts.

Councilor Pratt asked if this district will be able to be closed by the next fiscal year. Director Hudson stated the remaining funds are being used for the Herman Road project and he doesn't anticipate it being closed this year.

Motion to adopt Resolution No 631-22 of the Tualatin Development Commission approving the Annual Financial Report for FY 2020-2021 made by Councilor Grimes, Seconded by Councilor Pratt.

Voting Yea: Mayor Bubenik, Councilor Grimes, Councilor Brooks, Councilor Reyes, Councilor Pratt, Councilor Hillier, Councilor Sacco

MOTION PASSED

Adjournment

Chair Bubenik adjourned the meeting at 10:27 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



City of Tualatin

TUALATIN DEVELOPMENT COMMISSION Staff Report

TO: Honorable Chairman and Members of the Commission
THROUGH: Sherilyn Lombos, City Manager
FROM: Don Hudson, Assistant City Manager/Finance Director
DATE: June 27, 2022

SUBJECT:

Consideration of **Resolution No. 632-22** Adopting the Tualatin Development Commission Budget and Making Appropriations for the Fiscal Year Commencing July 1, 2022

RECOMMENDATION:

Staff recommends adoption of the attached resolution, which includes the Budget Committee Approved Fiscal Year 2022-2023 Budget, after conducting a public hearing to consider public input.

EXECUTIVE SUMMARY:

The City of Tualatin Budget Advisory Committee approved the proposed budget on May 31, 2022. The total of the Fiscal Year 2022-2023 Budget is \$3,764,840 and is allocated between the Tualatin Development Commission Administration Fund (\$692,510), the Leveton Tax Increment District Projects Fund (\$3,010,000), and the new Southwest Urban Renewal District (SWURD) Bond Fund. The SWURD Bond Fund will collect tax increment funds for future expenditures. Other funds will be utilized for expenditures for general operations, continued analysis of the Core Area Reinvestment Area and capital projects, as identified by the Commission.

Oregon State law requires the Commission to adopt a budget prior to July 1, 2022.

OUTCOMES OF DECISION:

By adopting the budget before July 1st, the Commission will be able to operate, expend money and incur liabilities for fiscal year 2022-2023.

ATTACHMENTS:

- Resolution No. 632-22

RESOLUTION NO. 632-22

A RESOLUTION ADOPTING THE TUALATIN DEVELOPMENT COMMISSION'S BUDGET, AND MAKING APPROPRIATIONS, FOR THE FISCAL YEAR COMMENCING JULY 1, 2022

BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION, THE RENEWAL AGENCY OF THE CITY OF TUALATIN, OREGON, that:

Section 1. The Board of Commissioners of the Tualatin Development Commission hereby adopts the Budget approved by the Budget Committee for fiscal year 2022-23 in the total sum of \$3,764,840 now on file at the City Offices.

Section 2. The amounts for the fiscal year beginning July 1, 2022, and for the purposes shown below, are hereby appropriated:

TUALATIN DEVELOPMENT COMMISSION ADMINISTRATION FUND

| | |
|---------------------|------------|
| Material & Services | \$ 438,400 |
| Transfers | 223,880 |
| Contingency | 30,230 |

Total TDC ADMINISTRATION FUND Appropriation\$ 692,510

LEVETON TAX INCREMENT DISTRICT PROJECT FUND

| | |
|----------------|--------------|
| Capital Outlay | \$ 3,010,000 |
|----------------|--------------|

Total LEVETON TAX INCREMENT DISTRICT PROJECT FUND Appropriation\$ 3,010,000

SOUTHWEST URBAN RENEWAL DISTRICT BOND FUND

| | |
|-------------------------|-----------|
| General Account Reserve | \$ 62,330 |
|-------------------------|-----------|

TOTAL APPROPRIATED – ALL FUNDS\$ 3,702,510

TOTAL RESERVES\$ 62,330

TOTAL TUALATIN DEVELOPMENT COMMISSION BUDGET\$ 3,764,840

Section 3. The Board of Commissioners of the Tualatin Development Commission hereby resolves to certify to the County Assessors of Washington and Clackamas Counties a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution.

INTRODUCED AND ADOPTED this 27th day of June, 2022.

TUALATIN DEVELOPMENT COMMISSION, the
Urban Renewal Agency of the City of Tualatin

BY _____
Chairman

APPROVED AS TO FORM:

ATTEST:

BY _____
City Attorney

BY _____
Administrator