



TUALATIN DEVELOPMENT COMMISSION MEETING

MONDAY, JANUARY 24, 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, January 24. 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=SS9XZUZyT3FnMk5rbDVKN2pWbnZ6UT09>

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 October 25, 2021

General Business

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. 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.

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

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: January 24, 2022

SUBJECT:

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

RECOMMENDATION:

Staff respectfully recommends approval of the meeting minutes.

ATTACHMENTS:

-TDC Meeting Minutes of October 25, 2021



OFFICIAL MINUTES OF THE TUALATIN DEVELOPMENT COMMISSION MEETING FOR OCTOBER 25, 2021

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

Chair Bubenik called the meeting to order at 9:04 p.m.

Public Comment

None.

Consent Agenda

Motion to approve the consent agenda made by Commissioner Pratt, Seconded by Commissioner Brooks.

Voting Yea: Chair Bubenik, Commissioner Grimes, Commissioner Brooks, Commissioner Reyes, Commissioner Pratt, Commissioner Hillier, Commissioner Sacco

MOTION PASSED

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of June 28, 2021

General Business

1. Consideration of **Resolution No. 630-21** Authorizing the TDC Administrator to Execute an Intergovernmental Agreement with the City of Tualatin

Public Comment

None.

Motion to adopt Resolution No. 630-21 authorizing the TDC administrator to execute an Intergovernmental Agreement with the City of Tualatin made by Commissioner Hillier, Seconded by Commissioner Pratt.

Voting Yea: Chair Bubenik, Commissioner Grimes, Commissioner Brooks, Commissioner Reyes, Commissioner Pratt, Commissioner Hillier, Commissioner Sacco

MOTION PASSED

Adjournment

Chair Bubenik adjourned the meeting at 9:08 p.m.

Sherilyn Lombos, City Manager

_____ / Teresa Wegscheid, Recording Secretary

_____ / Frank Bubenik, Chair



City of Tualatin

TUALATIN DEVELOPMENT COMMISSION Staff Report

TO: Honorable Chair and Members of the Commission
THROUGH: Sherilyn Lombos, Administrator
FROM: Jonathan Taylor, Economic Development Manager
DATE: January 24, 2021

SUBJECT:

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

RECOMMENDATION:

Staff recommends the Commission approve the attached resolution.

EXECUTIVE SUMMARY:

In accordance with ORS 457.460, the Tualatin Development Commission shall prepare a statement regarding the amount of money received during the preceding year; the purposes and amounts in which the money was received; an estimate of the money's to be filed; a budget setting forth the purposes; and analysis, if any, of carrying out the urban renewal plan.

OUTCOMES OF DECISION:

Upon approval of this resolution, the annual financial report will be recorded with the City of Tualatin and notice will be filed.

FINANCIAL IMPLICATIONS:

None.

ATTACHMENTS:

- Resolution and Annual Financial Report

RESOLUTION NO. 631-22

A RESOLUTION OF THE TUALATIN DEVELOPMENT COMMISSION APPROVING THE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR 2020-2021.

WHEREAS, under Oregon Revised Statutes (ORS) 457.460, the Tualatin Development Commission is required to prepare a financial statement regarding the financial actions of received money during the preceding year;

WHEREAS, under ORS 457.460, the Tualatin Development Commission must file its financial statement with City and distribute the financial statement to each taxing district affected by an urban renewal plan; and

WHEREAS, the financial statement details financial information regarding the Leveton Tax Increment District.

NOW THEREFORE, BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION, that:

Section 1. The TDC adopts the Annual Financial Report FY 2020-2021 as required by ORS 457.460, which is attached as Attachment A and incorporated by reference.

Section 2. The Administrator is authorized and directed to file the Annual Financial Report with the City of Tualatin and distribute the financial statement to each taxing district affected by an urban renewal plan.

Section 3. This resolution is effective upon adoption.

INTRODUCED and ADOPTED by the Tualatin Development Commission this 24th day of January, 2022.

TUALATIN DEVELOPMENT COMMISSION

BY _____
Chair

APPROVED AS TO FORM

BY _____
Attorney

ATTEST:

BY _____
Administrator

Resolution No. 631-22, Attachment A

TUALATIN URBAN RENEWAL AGENCY – ANNUAL FINANCIAL REPORT FOR 2020-2021

In accordance with ORS 457.460, notice is given that the annual financial statement of the City of Tualatin’s Urban Renewal Agency has been filed with the Tualatin Development Commission and the City of Tualatin. Below is a summary of the Leveton Tax Increment District.

TABLE 1: Tualatin Urban Renewal Agency – Annual Financial Report 2020-2021

LEVETON TAX INCREMENT DISTRICT	FY 20/21	FY 21/22
BOND FUND		
Revenue		
Beginning Balance	\$ -	\$ -
Tax Increment, Current & Prior Years	\$ -	\$ -
Interest	\$ -	\$ -
Expenditures		
Materials & Services	\$ -	\$ -
Debt Service	\$ -	\$ -
Contingency and Reserves	\$ -	\$ -
PROJECT FUND		
Revenues		
Beginning Balance	\$ 3,423,822	\$ 3,381,810
Interest	\$ 33,578	\$ 10,000
Sale of Bonds	\$ -	\$ -
Transfers & Reimbursements	\$ -	\$ -
Expenditures		
Materials & Services	\$ -	\$ -
Transfers and Reimbursements	\$ 78,600	\$ 381,810
Capital Outlay	\$ -	\$ 3,010,000
Contingency & Reserves	\$ 3,378,800	\$ -