



**OFFICIAL AGENDA OF THE TUALATIN DEVELOPMENT COMMISSION
FOR JUNE 23, 2014**

A. CALL TO ORDER

B. ANNOUNCEMENTS

C. CITIZEN COMMENTS

*This section of the agenda allows citizens to address the Commission regarding any issue not on the 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.*

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under H) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.

1. Consideration of Approval of the Minutes from the Regular Meeting of the Tualatin Development Commission on January 27, 2014

E. PUBLIC HEARINGS

1. Consideration of **Resolution No. 601-14** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2014

F. COMMUNICATIONS FROM COMMISSIONERS

G. ADJOURNMENT



STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

D. 1.

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 06/23/2014

SUBJECT: Consideration of Approval of the Minutes from the Regular Meeting of the Tualatin Development Commission on January 27, 2014

ISSUE BEFORE THE COMMISSION:

Consideration of Approval of the Minutes from the Regular Meeting of the Tualatin Development Commission on January 27, 2014.

RECOMMENDATION:

Staff respectively recommends the approval of the minutes.

Attachments: [Tualatin Development Commission Meeting Minutes of January 27, 2014](#)



**OFFICIAL MINUTES OF TUALATIN DEVELOPMENT COMMISSION FOR
JANUARY 27, 2014**

Present: Chairman Lou Ogden; Commission President Monique Beikman; Commissioner Joelle Davis; Commissioner Wade Brooksby; Commissioner Frank Bubenik; Commissioner Nancy Grimes; Commissioner Ed Truax

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker; Assistant City Manager Alice Cannon; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Information Services Manager Lance Harris; Management Analyst Ben Bryant; Senior Planner Clare Fuchs

A. CALL TO ORDER

Mayor Ogden called the meeting to order at 10:32 p.m.

B. ANNOUNCEMENTS

C. CITIZEN COMMENTS

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D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under H) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.

MOTION by Commission President Monique Beikman, SECONDED by Commissioner Nancy Grimes to approve the consent agenda.

Vote: 7 - 0 MOTION CARRIED

1. Consideration of Approval of the Minutes from the Regular Meeting of the Tualatin Development Commission on June 24, 2013.
2. Consideration of 2013 Annual Financial Report

E. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

F. COMMUNICATIONS FROM COMMISSIONERS

G. ADJOURNMENT

Mayor Ogden adjourned the meeting at 10:33 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

E. 1.

THROUGH: Sherilyn Lombos, City Manager

FROM: Don Hudson, Finance Director

DATE: 06/23/2014

SUBJECT: Consideration of **Resolution No. 601-14** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2014

ISSUE BEFORE THE COMMISSION:

Adoption of the Fiscal Year 2014 - 2015 Budget, after conducting a public hearing to consider public input on the Fiscal Year 2014 - 2015 Budget. The City of Tualatin Budget Advisory Committee approved the proposed budget on May 28, 2014. The total of the Fiscal Year 2014 - 2015 Budget is \$4,198,700.

Oregon State law requires the Commission to adopt a budget prior to July 1, 2014.

RECOMMENDATION:

Staff recommends adoption of the attached resolution, which includes the Approved Fiscal Year 2014 - 2015 Budget.

EXECUTIVE SUMMARY:

The total budget for the Commission is \$4,198,700 and is divided among Economic Development Administration (\$142,500), Central Urban Renewal Projects (\$899,700), and Leveton Tax Increment District Projects (\$3,156,500). Funds previously received in the projects funds will be used to complete identified projects.

In addition to the budget approved by the budget committee, the Commission has the ability to change the approved budget in each fund by no more than 10% of the total budget. There are no proposed changes to the approved budget.

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 2014 - 2015.

Attachments: [Resolution No. 601-14](#)

RESOLUTION NO. 601-14

A RESOLUTION ADOPTING THE TUALATIN DEVELOPMENT COMMISSION'S BUDGET, AND MAKING APPROPRIATIONS, FOR THE FISCAL YEAR COMMENCING JULY 1, 2014

BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION, THE URBAN 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 2014-15 in the total sum of \$4,198,700 (including \$3,035,595 in Reserves) now on file at the City Offices.

Section 2. The amounts for the fiscal year beginning July 1, 2014, and for the purposes shown below, are hereby appropriated:

URBAN REDEVELOPMENT ADMINISTRATION FUND

Material & Services	\$ 64,225
Contingency	78,275

Total URBAN REDEVELOPMENT ADMIN FUND Appropriation\$ 142,500

CENTRAL URBAN RENEWAL DISTRICT - PROJECT FUND

Transfers	\$ 80,180
Capital Outlay	450,000
Contingency	369,520

Total CURD PROJECT FUND Appropriation\$ 899,700

LEVETON TAX INCREMENT DISTRICT - PROJECT FUND

Transfers	\$ 54,540
Capital Outlay	50,000
Contingency	16,365

Total LEVETON TAX INCREMENT DISTRICT PROJECT FUND Appropriation\$ 120,905

Reserve Funds	<u>3,035,595</u>
Total LTID PROJECT FUND	\$3,156,500

TOTAL APPROPRIATIONS.....\$ 1,163,105
TOTAL RESERVES 3,035,595
TOTAL DEVELOPMENT COMMISSION BUDGET\$ 4,198,700

INTRODUCED AND ADOPTED this 23rd day of June, 2014.

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

APPROVED AS TO FORM

BY _____ BY _____
City Attorney Chairman

ATTEST:

BY _____
Administrator