



OFFICIAL MINUTES OF TUALATIN DEVELOPMENT COMMISSION FOR JUNE
25, 2018

Present: Commissioner Joelle Davis; Commissioner Frank Bubenik; Commissioner Paul Morrison; Commissioner Jeff DeHaan; Commissioner Robert Kellogg

Absent: Chairman Lou Ogden; Commissioner Nancy Grimes

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele; Finance Director Don Hudson; Economic Development Manager Jonathan Taylor; City Engineer Jeff Fuchs

A. CALL TO ORDER

Commissioner Davis called the meeting to order at 7:39 p.m.

B. 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.

Moved to the next meeting for further review by the Commission.

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of January 8, 2018

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.*

None.

D. PUBLIC HEARINGS

1. Consideration of **Resolution No. 610-18** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2018

Finance Director Don Hudson presented the Fiscal Year 2018 - 2019 Budget. He stated the Tualatin Budget Advisory Committee approved the proposed budget on May 30, 2018. The total proposed budget is \$4,027,580. Which is divided among the Tualatin Development Commission Administration (\$139,900), Central Urban Renewal Projects (\$123,580), and Leveton Tax Increment District Projects (\$3,764,100).

PUBLIC COMMENT

None.

MOTION by Commissioner Frank Bubenik, SECONDED by Commissioner Jeff DeHaan to adopt Resolution No. 610-18 adopting the Tualatin Development Commission budget, and making appropriations, for the Fiscal Year commencing July 1, 2018.

Vote: 5 - 0 MOTION CARRIED

2. Consideration of **Resolution No. 611-18** of the Tualatin Development Commission Authorizing the Administrator to Execute a Vendor Agreement to Allow a Mobile Food Unit to Operate on the Hanigan Lot

Economic Development Manager Jonathan Taylor presented a proposal from Carrie Pabst, of the Ohana Shack, to utilize the Hanigan Lot on the corner of Nyberg Street and Lower Boones Ferry Road for operation of a mobile food unit. The lot is owned by the Tualatin Development Commission and has remained vacant with a loose gravel cover since 1990. The proposal is for a two month period. He stated the Central Urban Renewal Plan document requires all property sale, transfer, and lease agreements to be approved by the Tualatin Development Commission.

Commissioner Kellogg asked why the Ohana Shack is looking to relocate. Ms. Pabst stated their current lot was sold.

Commissioner Kellogg asked about power and parking at the lot. Ms. Pabst stated there are solar panels on their unit and there is a city parking lot across the street.

Commissioner Bubenik stated he has concerns with locating a business on a city lot. He would prefer they reach out to private property owners. Ms. Pabst stated she attempted to reach out to multiple property owners.

Commissioners Morrison and DeHaan spoke in favor of the agreement.

PUBLIC COMMENT

None.

MOTION by Commissioner Jeff DeHaan, SECONDED by Commissioner Paul Morrison to adopt Resolution No. 611-18 of the Tualatin Development Commission authorizing the administrator to execute a vendor agreement to allow a mobile food unit to operate on the Hanigan Lot.

DISCUSSION ON MOTION

Councilor Kellogg asked why there will only be a \$50 a month fee. Manager Taylor stated that was what staff came up with as a fair price.

Vote: 3 - 2 MOTION CARRIED

Nay: Commissioner Frank Bubenik
Commissioner Robert Kellogg

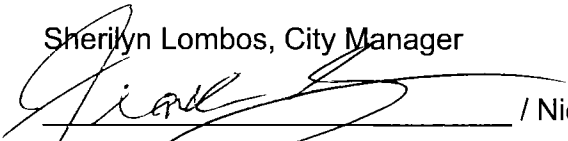
E. COMMUNICATIONS FROM COMMISSIONERS

None.

F. ADJOURNMENT

Commissioner Davis adjourned the meeting at 8:06 p.m.

Sherilyn Lombos, City Manager



/ Nicole Morris, Recording Secretary



/ Frank Bubenik, Chairman

