



**OFFICIAL AGENDA OF THE TUALATIN DEVELOPMENT COMMISSION
FOR JANUARY 8, 2018**

A. CALL TO ORDER

B. 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.*

C. 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 Tualatin Development Commission Meeting Minutes of June 26, 2017

D. GENERAL BUSINESS

1. Consideration of the 2017 Urban Renewal Agency Annual Financial Report for Filing with the Tualatin City Council

E. COMMUNICATIONS FROM COMMISSIONERS

F. ADJOURNMENT



STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 01/08/2018

SUBJECT: Consideration of Approval of the Tualatin Development Commission Meeting Minutes of June 26, 2017

ISSUE BEFORE THE COMMISSION:

Approval of the Tualatin Development Commission Meeting Minutes of June 26, 2017.

RECOMMENDATION:

Staff respectfully recommends approval of the meeting minutes.

Attachments: [TDC Minutes for June 26, 2017](#)

Minutes Attachments

No file(s) attached.



**OFFICIAL MINUTES OF TUALATIN DEVELOPMENT COMMISSION FOR JUNE
26, 2017**

Present: Commissioner Joelle Davis; Commissioner Frank Bubenik; Commissioner Nancy Grimes; Commissioner Paul Morrison; Commissioner Robert Kellogg

Absent: Chairman Lou Ogden; Commissioner Jeff DeHaan

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;
Present: Finance Director Don Hudson; Assistant to the City Manager Tanya Williams;
Assistant City Manager Alice Cannon; Deputy City Recorder Nicole Morris

A. CALL TO ORDER

Commissioner Joelle Davis called the meeting to order at 8:43 p.m.

B. CITIZEN COMMENTS

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None.

C. 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 Commissioner Frank Bubenik, SECONDED by Commissioner Nancy Grimes to adopt the consent agenda.

Vote: 5 - 0 MOTION CARRIED

1. Consideration of Approval of the Tualatin Development Commission Meeting Minutes of January 9, 2017

D. PUBLIC HEARINGS

1. Consideration of **Resolution No. 608-17** Adopting the Tualatin Development Commission Budget, and Making Appropriations, for the Fiscal Year Commencing July 1, 2017

Finance Director Don Hudson presented the Tualatin Development Commission budget for fiscal year commencing July 1, 2017. The Tualatin Budget Advisory Committee approved the proposed budget on May 30, 2017. He stated the total budget for the Commission is \$4,068,005.

MOTION by Commissioner Frank Bubenik, SECONDED by Commissioner Nancy Grimes to adopt Resolution No. 608-17 adopting the Tualatin Development Commission budget, and making appropriations, for the fiscal year commencing July 1, 2017.

Vote: 5 - 0 MOTION CARRIED

E. COMMUNICATIONS FROM COMMISSIONERS

None.

F. ADJOURNMENT

Commission Davis adjourned the meeting at 8:45 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, City Manager

FROM: Jonathan Taylor, Economic Development Manager

DATE: 01/08/2018

SUBJECT: Consideration of the 2017 Urban Renewal Agency Annual Financial Report for Filing with the Tualatin City Council

ISSUE BEFORE THE COMMISSION:

Approve the Tualatin Development Commission's 2017 Urban Renewal Agency Annual Financial Report for filing with the Tualatin City Council.

RECOMMENDATION:

Approve for filing the 2017 Urban Renewal Agency Annual Financial Report with the Tualatin City Council.

EXECUTIVE SUMMARY:

Annual Financial Report Contents

Under ORS 457.460, the Tualatin Development Commission, as the City's Urban Renewal Agency, must file an annual financial report with the City Council prior to January 31st. After approval of the financial report by the Commission, the report will be filed with the City Council on January 22, 2018. Notice of the report will be published once a week for two consecutive weeks in *The Tigard-Tualatin Times* in accordance with law.

The Central Urban Renewal District (CURD) and the Leveton Tax Increment District (LTID) stopped collecting revenue on June 30, 2010. The annual financial report (attachment) outlines:

1. The remaining revenues and expenditures as expected in the Fiscal Year 2017-18 adopted budget; and
2. The year-end actual revenues and expenditures from Fiscal Year 2016-17.

Since both urban renewal districts stopped collecting revenue, no taxes were foregone by other taxing jurisdictions in the districts.

Below is a summary of the highlights in both districts this past year, FY 2016-17, and the goals for the current year, FY 2017-18.

CURD 2016-17 Highlights

1. Continued to implement the TDC goals and priorities.

CURD 2017-18 Goals

1. Work with the TDC to prioritize remaining CURD funds.

LTID 2016-17 Highlights

1. Continued monitoring and reporting for wetlands mitigation for Herman Road and Leveton Drive.

LTID 2017-18 Goals

1. Continue wetland monitoring and reporting for Leveton Drive.
2. Work with the TDC to prioritize remaining LTID funds.

FINANCIAL IMPLICATIONS:

The numbers in the annual financial report are reflected in the audit of Fiscal Year 2016-17 and the adopted budget of Fiscal Year 2017-2018.

Attachments: 2017 TDC Financial Report

Minutes Attachments

No file(s) attached.

NOTICE

TUALATIN URBAN RENEWAL AGENCY – ANNUAL FINANCIAL REPORT FOR 2017

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 two urban renewal districts in Tualatin, the Central Urban Renewal District and the Leveton Tax Increment District. A complete copy of the report is available at the City of Tualatin.

TABLE 1

TUALATIN URBAN RENEWAL AGENCY - ANNUAL FINANCIAL REPORT FOR 2017

CENTRAL URBAN RENEWAL DISTRICT	FY 16/17	FY 17/18
BOND FUND		
Revenue		
Beginning Balance	\$ -	\$ -
Tax Increment, Current & Prior Years	\$ -	\$ -
Interest	\$ -	\$ -
Expenditures		
Materials & Services	\$ -	\$ -
Debt Service	\$ -	\$ -
Contingency and Reserves	\$ -	\$ -
PROJECT FUND		
Revenues		
Beginning Balance	\$ 124,258	\$ 184,710
Interest	\$ 1,251	\$ 2,310
Miscellaneous	\$ -	\$ -
Expenditures		
Materials & Services	\$ -	\$ -
Transfers & Reimbursements	\$ -	\$ -
Capital Outlay	\$ 6,103	\$ 187,020
Contingency & Reserves	\$ 119,406	\$ -
LEVETON TAX INCREMENT DISTRICT		
BOND FUND		
Revenue		
Beginning Balance	\$ -	\$ -
Tax Increment, Current & Prior Years	\$ -	\$ -
Interest	\$ -	\$ -
Expenditures		
Materials & Services	\$ -	\$ -
Debt Service	\$ -	\$ -
Contingency and Reserves	\$ -	\$ -
PROJECT FUND		
Revenues		
Beginning Balance	\$ 3,847,778	\$ 3,681,430
Interest	\$ 40,783	\$ 46,020
Sale of Bonds	\$ -	\$ -
Transfers & Reimbursements	\$ -	\$ -
Expenditures		
Materials & Services	\$ -	\$ -
Transfers and Reimbursements	\$ 86,260	\$ 91,850
Capital Outlay	\$ 72,159	\$ 25,000
Contingency & Reserves	\$ 3,730,142	\$ 3,610,600

Both urban renewal districts stopped collecting revenue on June 30, 2010. Accordingly, no taxes were forgone by other taxing jurisdictions in the districts.