



Monday, April 12, 2021

Urban Renewal Agency Meeting Minutes

5:30 p.m., Zoom Community Auditorium

*Minutes are unofficial until approved by the Urban Renewal Agency.
Urban Renewal Agency approved minutes as presented May 24, 2021.*

1. CALLED TO ORDER AND ROLL CALL:

Malynda Wenzl, Urban Renewal Agency (URA) Vice Chair Director, called the URA meeting to order at 5:32 p.m. via Zoom Webinar Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the Urban Renewal Agency Board of Directors conducted the meeting in a “hybrid” format allowing the public to attend both virtual and in-person in the Community Auditorium as spaced allowed. Members of the public could observe the meeting **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming Channel 30. Written comments were accepted by 3:00 p.m. the day of the meeting.

ROLL CALL: URA DIRECTORS PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Vice Chair; and Peter Truax, Chair (arrived at 5:37 p.m.).

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Bryan Pohl, Community Development Director; and Anna Ruggles, City Recorder (in the Community Auditorium).

ZOOM ATTENDEES: 1

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA:

- A. Approve Urban Renewal Agency Meeting Minutes of July 13, 2020.
- B. Approve Urban Renewal Agency Work Session (Rotating Outdoor Public Art Gallery) Meeting Minutes of January 25, 2020.
- C. Approve Urban Renewal Agency Work Session (Goals and Objectives Refinement) Meeting Minutes of March 15, 2021.

MOTION: Director Uhing moved, seconded by Director Rippe, to approve the Consent Agenda as presented. **ROLL CALL VOTE:** **AYES:** Directors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, and Director Vice Chair Wenzl. **NOES:** None. **ABSENT:** Director Chair Truax. **MOTION CARRIED 6-0.**

4. **ADDITIONS/DELETIONS:** None.
5. **PRESENTATIONS:** None.
6. **URA RESOLUTION NO. 2021-01 ADOPTING URBAN RENEWAL AGENCY 2021 WORK PLAN**

Staff Report:

Pohl presented the above-proposed resolution for Urban Renewal Agency (URA) Board consideration, noting the proposed resolution is adopting the URA's 2021 Work Plan, which adds Action Plans under each of the URA's Goals (5) and Objectives (13). Pohl reported staff met in work session with the Board on March 15, 2021, and presented the 2020 URA Work Plan Accomplishments and the draft 2021 URA Work Plan. Pohl reported one major item the URA accomplished this year that was not listed in the Work Plan was the creation and implementation of a Small Business Assistance Grant Program administered through CARES Act grant funding, noting the URA Board-approved program not only administered URA funds to struggling businesses early in the COVID-19 pandemic, it also served as a platform to administer two subsequent small business assistance grant programs. In conclusion of the above-noted staff report, Pohl advised staff is recommending the URA Board approve the proposed resolution as outlined in Exhibit A, noting the Work Plan will be integrated with the proposed budget process for Fiscal Year 2021-22.

Before proceeding with Board discussion, Vice Chair Wenzl asked for a motion to adopt URA Resolution No. 2021-01.

VanderZanden read URA Resolution No. 2021-01 by title.

MOTION: Director Uhing moved, seconded by Director Valenzuela, to approve URA Resolution No. 2021-01 Adopting Urban Renewal Agency 2021 Work Plan.

Board of Directors Discussion:

In response to Vice Chair Wenzl's inquiry pertaining to the Small Business Assistance Grant Program, Downey reported the URA received reimbursement of \$125,000 from the Coronavirus Aid, Relief and Economic Security Act (CARES Act) for administering the program in Fiscal Year 2020.

Hearing no further concerns from the Board, Vice Chair Wenzl asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Directors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl and Director Chair Truax. NOES: None. MOTION CARRIED 7-0.

7. **ADJOURNMENT:**

Vice Chair Wenzl adjourned the URA regular meeting at 5:43 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder