



URBAN RENEWAL AGENCY MEETING

Tuesday, May 7, 2024
Community Auditorium, 1915 Main Street

Malynda Wenzl, Mayor
David Andersen/Jennifer Thomas, Chair

Kaitlin Cecchini
Tom Cook
Teresa Galvin
Wolanda Groombridge
Donna Gustafson
David Maisel

Michael Marshall
Karen Martinez
Timothy Rippe
Debby Roth
Elena Uhing
Mariana Valenzuela

[Zoom Webinar](#) Meeting ID: 825 3224 7392 Passcode: 20242025

A. Call to Order

1. Roll Call

B. Public Comment URA Budget Time provided for anyone wishing to speak to the Urban Renewal Agency Budget Committee on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments are limited to 2 minutes unless additional time is granted by the Presiding Officer. The public comment period shall not exceed 30 minutes unless a majority of Commission members present vote to extend the time. Written comments must be submitted to jzaik@forestgrove-or.gov by 9 a.m. the day of the meeting. Zoom attendees may use the “Raise Hand” option to be called on.

C. Consent Agenda URA Budget Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Committee members who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. Approve Urban Renewal Agency Budget Committee Meeting Minutes of May 9, 2023
2. Approve Urban Renewal Agency Budget Committee Meeting Minutes of May 16, 2023

D. Additions/Deletions

E. Public Comment on Proposed FY2024-25 URA Budget

F. Discussion and Approval of FY 2024-25 URA Budget

G. Adjournment

Americans with Disabilities Act (ADA) Notice: The City of Forest Grove will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the City Recorder's Office, 503-992-3235, mwoods@forestgrove-or.gov, at least 48-hours in advance of the meeting.



A place where families and businesses thrive.

**Urban Renewal Agency Budget Committee
Meeting Minutes**

**May 9, 2023
Zoom and Community Auditorium**

Minutes are unofficial until approved by the Budget Committee.

1. CALLED TO ORDER:

The meeting was called to order at 9:27 p.m. by David Maisel, Chair.

ROLL CALL MEMBERS IN ATTENDANCE: David Andersen/Jennifer Thomas, Tom Cook, Wolanda Groombridge, Donna Gustafson, Karen Martinez, Michael Marshall, Timothy Rippe, Debby Roth, Heidi Ruby, Elena Uhing, Mariana Valenzuela, Malynda Wenzl, Mayor and David Maisel, Chair

ABSENT: None.

STAFF PRESENT IN ATTENDANCE: Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Melissa Henderson, Assistant Finance Director; Jaime Zaik, Executive Assistant.

2. ELECTION OF CHAIR:

Andersen moved to close the nomination; Rippe seconded. Groombridge voted chair by unanimous vote.

3. PUBLIC COMMENT: None.

4. CONSENT AGENDA: None.

5. ADDITIONS/DELETIONS: None.

6. BUDGET MESSAGE FOR URA FY 2023-24 PROPOSED BUDGET:

VanderZanden presented the proposed URA budget message.

7. REVIEW AND DISCUSSION OF URA FY 2023-24 PROPOSED BUDGET

The URA proposed budget will see a 28% increase from the FY 2022-23 budget due to property tax revenue and limited spending. Development of Site B (gravel lot at B St/Pacific Avenue) will be the main focus of the URA in the upcoming year.

8. PUBLIC COMMENT ON FY 2023-24 PROPOSED BUDGET

Chair Groombridge opened the floor for public comment at 9:31 p.m. No comments were heard, and the floor was closed at 9:32 p.m.

9. ANNOUNCEMENT OF NEXT MEETING:

Tuesday, May 16, 2023, following the Budget Committee Meeting. The meeting will be held in the Community Auditorium.

10. ADJOURNMENT:

Chair Groombridge adjourned the meeting at 9:33 p.m.



A place where families and businesses thrive.

**Urban Renewal Agency Budget Committee
Meeting Minutes**

**May 16, 2023
Zoom and Community Auditorium**

Minutes are unofficial until approved by the Budget Committee.

1. CALLED TO ORDER:

The meeting was called to order at 9:11 p.m. by Wolanda Groombridge, Chair.

ROLL CALL MEMBERS IN ATTENDANCE: David Andersen/Jennifer Thomas, Tom Cook, Donna Gustafson, David Maisel, Michael Marshall, Timothy Rippe, Debby Roth, Heidi Ruby, Mariana Valenzuela, Malynda Wenzl, Mayor and Wolanda Groombridge, Chair.

ABSENT: Karen Martinez and Elena Uhing

STAFF PRESENT IN ATTENDANCE: Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Melissa Henderson, Assistant Finance Director; Jaime Zaik, Executive Assistant.

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA: None.

4. ADDITIONS/DELETIONS: None.

5. PUBLIC COMMENT ON FY 2023-24 PROPOSED URA BUDGET

None.

6. DISCUSSION AND APPROVAL OF FY 2023-24 URA BUDGET

MOTION: Move to approve expenditures for FY 2023-24 in the amount of \$1,511,154 and to establish the maximum expenditures for each category as shown on FY 2023-24 Expenditures. Seconded by Gustafson. **VOICE VOTE: AYES:** David Andersen/Jennifer Thomas, Tom Cook, Donna Gustafson, David Maisel, Michael Marshall, Timothy Rippe, Debby Roth, Heidi Ruby, Mariana Valenzuela, Malynda Wenzl, Mayor and Wolanda Groombridge, Chair. **NOES:** None. **ABSENT:** Karen Martinez and Elena Uhing. **MOTION CARRIED 7-0.**

MOTION: Wenzl moved to approve, for fiscal year 2023-24, that the Budget Committee for the Forest Grove Urban Renewal Agency that the Board of Directors for the Forest Grove Urban Renewal Agency certify to the County Assessor for the Forest Grove Urban Renewal Agency Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457. Seconded by Andersen/Thomas.

VOICE VOTE: AYES: David Andersen/Jennifer Thomas, Tom Cook, Donna

Gustafson, David Maisel, Michael Marshall, Timothy Rippe, Debby Roth, Heidi Ruby, Mariana Valenzuela, Malynda Wenzl, Mayor and Wolanda Groombridge, Chair. **NOES:** None. **ABSENT:** Karen Martinez and Elena Uhing.

MOTION CARRIED 7-0.

7. ADJOURNMENT:

Chair Groombridge adjourned the meeting at 9:15 p.m.