



**Urban Renewal Agency Work Session Minutes
2019 URA Annual Report &
Draft 2020 URA Work Plan**

**Monday, April 27, 2020
5:30 p.m., Community Auditorium**

***Minutes are unofficial until approved by the Urban Renewal Agency.
Urban Renewal Agency approved minutes as presented.***

1. CALLED TO ORDER AND ROLL CALL:

Peter Truax, Urban Renewal Agency (URA) Director Chair, called the URA work session to order at 5:30 p.m. via Webex Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the URA Board limited in-person contact and social distancing. **The Board conducted the URA work session remotely by video conferencing.** The meeting was remotely video conferenced by Fire Chief Kinkade and City Recorder Ruggles and televised live from the projector screen at the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 30 and Live Streamed on MACC TVCTV YouTube Channel 30. The public was allowed to attend and observe in the Community Auditorium as space allowed (no more than 10 persons total at one time).

ROLL CALL: URA DIRECTORS PRESENT ATTENDED BY WEBEX

REMOTELY: Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Adolph "Val" Valfre; Malynda Wenzl, Vice Chair; and Peter Truax, Chair.

STAFF PRESENT ATTENDED BY WEBEX REMOTELY: Jesse VanderZanden, City Manager (Webex remotely); Paul Downey, Administrative Services Director (Webex remotely); Bryan Pohl, Community Development Director (Webex remotely); Michael Kinkade, Fire Chief (in the Community Auditorium); and Anna Ruggles, City Recorder (in the Community Auditorium).

2. WORK SESSION: URBAN RENEWAL AGENCY (URA) 2019 ANNUAL REPORT/ACCOMPLISHMENTS AND DRAFT 2020 WORK PLAN

Pohl and VanderZanden facilitated the work session, noting the purpose of the work session was to present the URA's 2019 Annual Report and Accomplishments (Attachment 1) and draft 2020 Work Plan (Attachment 2). Pohl noted in 2019, the URA adopted a Work Plan, which added Action Plans under each of the URA's

Goals (5) and Objectives (13). Pohl presented a PowerPoint presentation overview of the URA's 2019 Annual Report and Accomplishments, noting the URA accomplished several projects, including forming an Urban Renewal Advisory Committee (URAC); amending the URA Plan to include elements of the Town Center Program; issued Request for Proposals (RFP) to develop a Festival Street Concept; selected decorative banner poles under the Installation Art Program; awarded grants under the Storefront Improvement Program; and issued an RFP for Site B redevelopment. In March 2020, in response to COVID-19 pandemic, the URA implemented an Emergency Business Assistance Program to help pay April mortgage/rent for small businesses within the URA boundary. In order to fund the emergency program, the URA accepted all open applications under the Storefront Improvement Program and Installation Art Program and placed a hold on any subsequent applications for the ensuing year. In addition, Pohl presented an overview of the Draft 2020 Work Plan and proposed Action Plans.

URA Board Discussion:

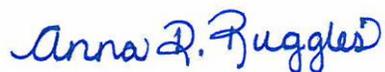
Director Chair Truax opened the floor and roundtable discussion ensued pertaining to the URA's 2019 Annual Report and Accomplishments (Attachment 1) and draft 2020 Work Plan (Attachment 2) and proposed Action Plans and RFP for Site B. In conclusion of the above-noted discussion, Downey and VanderZanden addressed various inquiries pertaining to the RFP for Site B, noting one proposal was received and work sessions are tentatively scheduled with the URAC on May 7 and URA Board on May 11, 2020, to consider the proposal. In addition, VanderZanden advised staff will bring back a proposed resolution for URA Board consideration adopting the URA 2020 Work Plan, to which the Board collectively concurred.

The URA Board took no formal action nor made any formal decisions during the work session.

3. ADJOURNMENT:

Director Chair Truax adjourned the URA work session meeting at 5:51p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder