



Monday, April 27, 2020

Urban Renewal Agency Meeting Minutes

6:00 p.m., Community Auditorium

***Minutes are unofficial until approved by the Urban Renewal Agency.
Urban Renewal Agency approved minutes as presented May 11, 2020.***

1. CALLED TO ORDER AND ROLL CALL:

Peter Truax, Urban Renewal Agency (URA) Director Chair, called the regular URA meeting to order at 5:52 p.m.

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 meeting 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). The URA Board accepted written comments on items not on the agenda submitted by April 27, 2020, 3pm, to the City Recorder.

OATH OF OFFICE:

Ruggles administered the Oath of Office, prior to the start of the URA meeting, to Kristy Kottkey, who was appointed to fill the vacancy on City Council, appointed term expiring November, 2022. Kottkey replaces former City Councilor Ronald Thompson who died February 12, 2020.

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. CITIZEN COMMUNICATIONS:

Chair Truax referenced two e-mails that were submitted to City Council, which were referenced in the Council minutes of April 27, 2020.

3. **CONSENT AGENDA:**

A. Approve Urban Renewal Agency Special Meeting Minutes of March 26, 2020.

MOTION: Director Uhing moved, seconded by Director Valfre, to approve the Consent Agenda as presented. **ROLL CALL VOTE:** AYES: Directors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Director Chair Truax. NOES: None. **MOTION CARRIED 7-0.**

4. **ADDITIONS/DELETIONS:** None.

5. **PRESENTATIONS:** None.

6. **URA RESOLUTION NO. 2020-03 AUTHORIZING THE FISCAL YEAR 2019-20 EXPENDITURE OF URBAN RENEWAL AGENCY FUNDS FOR ADDITIONAL BUSINESS ASSISTANCE PAYMENTS TO BE AWARDED FOR COVID-19 RELIEF ASSISTANCE UNDER ORS 294.481(B) AS A RESPONSE TO AN EMERGENCY**

Staff Report:

Downey and Pohl presented the above-proposed resolution for Urban Renewal Agency (URA) Board consideration, noting the proposed resolution is authorizing to transfer \$26,000 from the URA Fund Unappropriated Fiscal Year 2019-20 to the URA Emergency Response Expenditures. Downey reported the URA received 83 applications for the Small Business Assistance Program, totaling \$125,369.93 in funding requests. In addition, the URA received 10 applications from businesses outside of the URA boundary, including one business located in Cornelius, which the URA is unable to provide funding assistance. In conclusion of the above-noted staff report, Downey advised staff is recommending the URA Board approve the proposed resolution as outlined in Exhibit A, noting the URA has sufficient funds to fund all 83 applications from qualified businesses within the URA boundary totaling \$125,369.93 and still meet all the URA's current obligations.

Before proceeding with Board discussion, Director Chair Truax asked for a motion to adopt URA Resolution No. 2020-03.

VanderZanden read URA Resolution No. 2020-03 by title.

MOTION: Director Valfre moved, seconded by Director Rippe, to adopt URA Resolution No. 2020-03 Authorizing the Fiscal Year 2019-20 Expenditure of Urban Renewal Agency Funds for Additional Business Assistance Payments to be Awarded for Covid-19 Relief Assistance under ORS 294.481(B) as a Response to an Emergency.

Board of Directors Discussion:

Downey and Pohl addressed various inquiries and concerns from the Board pertaining to the Emergency Business Assistance Program and payments, noting the program awards payments for April rent or mortgage of up to \$2,500 to small businesses within the URA boundary, with total payments limited to \$100,000, and on a first-come first-served basis. Downey noted staff is asking the Board to approve an additional \$26,000 to provide business assistance payments to all qualified applications within the URA boundary. In response to various Board concerns pertaining to funding the 10 businesses outside of the URA, Downey advised the URA cannot provide funding outside of URA boundary, noting other programs have been implemented by other agencies, such as the Coronavirus Relief Fund, the CARES Act. In addition, Director Chair Truax provided insight pertaining to the CARES Act funding for Washington County.

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

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

7. ADJOURNMENT:

Director Chair Truax adjourned the URA regular meeting at 6:16 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder