

**A. CALL TO ORDER**

**Committee Chair** Amelia Salvador called the Gresham Redevelopment Commission Budget Committee (GRDCBC) meeting to order at 6:12 p.m. on the 12<sup>th</sup> day of May 2020 via Conference Call +1 253 215 8782 or +1 346 248 7799 (Webinar ID 974 1832 0260) or <https://greshamoregon.zoom.us/j/97418320260>

COMMITTEE PRESENT: Commission Chair Shane T. Bemis  
Commissioner Karylenn Echols  
Commissioner Janine Gladfelter  
Commissioner Jerry Hinton  
Ryan Johnson  
Commission Vice Chair Eddy Morales  
Commissioner Mario Palmero  
Amelia Salvador  
Commissioner David Widmark  
Dimitrios Zourkos

COMMITTEE ABSENT: Joan Albertson  
Christopher Bentley  
Paul Drechsler

STAFF PRESENT: Emily Bower, Interim Gresham Redevelopment Commission Exec. Dir.  
Sharron Monohon, Budget and Financial Planning Director  
Elizabeth McCann, Senior Financial Analyst  
Tahni Fagerberg, Senior Financial Analyst  
Katie Cook-Popenuk, Budget Analyst Trainee  
Cristel Taylor, Associate Management Analyst  
Kevin McConnell, City Attorney  
David Ross, Senior Assistant City Attorney  
Shannon Stadey, Economic Development Director  
Steve Fancher, Environmental Services and City Operations Director  
Eric Schmidt, Community Development Director  
Teresa Hall, Council and Executive Analyst  
Sandy Rice, Administrative Analyst  
Amy Evans, Program Technician  
Cecille Turley, Program Technician and Recording Secretary

**1. MEETING PROTOCOLS**

**Chair Salvador** explained that since we are holding this meeting electronically, our first item is a review of suggested meeting protocols. Sharon Monohon will present the information.

**Sharron Monohon**, Budget and Financial Planning Director, said thank you Chair Salvador and members of the Committee. As mentioned, and as we can obviously see, this is not our normal method of holding meetings and because of the remote nature, we want to start with a few protocols and processes. First off would be an attendance roll call of Committee members and making sure that your audio is working.

**Ms. Monohon** called the roll, noting that Committee members Joan Albertson, Vice Chair Christopher Bentley, and Paul Drechsler were absent. She said Ms. Albertson sends her regrets, Mr. Bentley has a conflict, and Mr. Drechsler is ill. She confirmed that the quorum requirements for this evening have been met, so the meeting can proceed. Ms. Monohon then introduced other staff present including Emily Bower, Interim Gresham Redevelopment Commission Executive Director; Cecille Turley, Urban Renewal Program Technician and Recording Secretary for this meeting; Kevin McConnell, City Attorney; and Elizabeth McCann, Katie Cook-Popenuk and Tahni Fagerberg who are helping run the mechanics of this meeting. She then reviewed the meeting protocols including, whenever possible, mute microphones and if possible, physically raise hands to indicate that you wish to speak and during voting, as that works a lot better to get people's attention versus using Zoom's raise your hand feature, which is harder to see. Ms. Monohon also added that if needed, either because people do not have video available or because there is a contentious issue and we need to count, we will do a roll call vote. Typically, those have not been necessary. Either she or the Chair will recap the vote to make that clear.

**2. GRESHAM REDEVELOPMENT COMMISSION BUDGET COMMITTEE MEETING MINUTES**

**Chair Salvador** said the first order of business is to approve the minutes of May 7, 2019. Please raise your hand if you would like to provide any corrections or changes to the minutes.

No one raised their hand.

**Chair Salvador** called for a motion to approve the minutes.

Motion was made by Commissioner Janine Gladfelter and seconded by Commissioner Jerry Hinton **TO APPROVE MINUTES FROM THE GRESHAM REDEVELOPMENT COMMISSION BUDGET COMMITTEE MEETING OF MAY 7, 2019.**

**Chair Salvador** called for the vote.

The motion passed as follows:

YES:	Commission Chair Shane T. Bemis Commissioner Karylenn Echols Commissioner Janine Gladfelter Commissioner Jerry Hinton Ryan Johnson Commission Vice Chair Eddy Morales Commissioner Mario Palmero Amelia Salvador Commissioner David Widmark Dimitrios Zourkos	NO:	None
		ABSENT:	Joan Albertson Vice Chair Christopher Bentley Paul Drechsler
		ABSTAIN:	None
		RECUSE:	None

**3. ELECTION OF OFFICERS**

**Chair Salvador** said the second order of business is to nominate a Chair. Please raise your hand if you would like to make a nomination.

**Commissioner Karylenn Echols** nominated Amelia Salvador.

**Commissioner David Widmark** seconded the nomination.

**Chair Salvador** called for the vote.

The election of Amelia Salvador to serve as Chair passed as follows:

YES:	Commission Chair Shane T. Bemis Commissioner Karylinn Echols Commissioner Janine Gladfelter Commissioner Jerry Hinton Ryan Johnson Commission Vice Chair Eddy Morales Commissioner Mario Palmero Amelia Salvador Commissioner David Widmark Dimitrios Zourkos	NO:	None
		ABSENT:	Joan Albertson Vice Chair Christopher Bentley Paul Drechsler
		ABSTAIN:	None
		RECUSE:	None

**Chair Salvador** opened the floor for nomination of Vice Chair. She said please raise your hand if you would like to make a nomination.

**Commissioner Echols** nominated Dimitrios Zourkos.

**Commissioner Janine Gladfelter** seconded the nomination.

**Chair Salvador** called for the vote.

The election of Dimitrios Zourkos to serve as Vice Chair passed as follows:

YES:	Commission Chair Shane T. Bemis Commissioner Karylinn Echols Commissioner Janine Gladfelter Commissioner Jerry Hinton Ryan Johnson Commission Vice Chair Eddy Morales Commissioner Mario Palmero Amelia Salvador Commissioner David Widmark Dimitrios Zourkos	NO:	None
		ABSENT:	Joan Albertson Vice Chair Christopher Bentley Paul Drechsler
		ABSTAIN:	None
		RECUSE:	None

#### **4. PROPOSED FISCAL YEAR 2020/21 BUDGET AND BUDGET MESSAGE**

**Chair Salvador** said the next order of business is for Emily Bower, Interim Executive Director of the Gresham Redevelopment Commission, to present the proposed budget and budget message.

**Emily Bower**, Interim Executive Director of the Gresham Redevelopment Commission, presented the Proposed Fiscal Year 2020/21 Budget and Budget Message (PowerPoint presentation attached as Exhibit A.)

**5. REVIEW OF CITIZEN COMMENTS**

**Chair Salvador** said Ms. Monohon will provide information on any citizen comments received regarding the proposed budget for fiscal year 2020/21.

**Ms. Monohon** said due to the COVID-19 pandemic and consistent with the Governor's Executive Order No. 20-16, citizens were provided with an avenue to offer written comment or to request alternative accommodations if unable to submit comments in writing. She confirmed no citizen comments were received.

**6. COMMITTEE DISCUSSION ON PROPOSED FISCAL YEAR 2020/21 BUDGET**

**Chair Salvador** called for Committee discussion on the proposed fiscal year 2020/21 budget.

**Commissioner Echols** said regarding the unappropriated line item, which is \$9.7 million, please refresh us on where that comes from, and then by approving it, does that make it available should the deal of a lifetime come up this year? What's the 101 on the unappropriated?

**Ms. Monohon** explained that for the Urban Renewal Area (URA), most of the unappropriated funding is set aside for future debt repayment. To do the Catalyst Site, as much as possible of the future revenue assumption was brought forward in our finance plan to maximize the amount of debt that we could issue at that time. We have those funds set aside right now to make some of the remaining debt payments, so even if we were to appropriate those in a different way, it would not free them up for use because they are identified for payment of future debt obligations.

**Commissioner Echols** asked what's the revenue source for that budget line item? Is it a combination of the revenue sources? And what does that look like going forward? She knows we don't know with COVID-19, but what does that look like going forward to be able to continue to build that up to meet the debt needs later?

**Ms. Monohon** replied that would be proceeds that have been collected over the years as the tax increment has come in that has been set aside to be able to make some of those future debt payments, so it is cash that is on hand and is not an assumption of something that is happening. We do have assumptions about future increment for the remaining years. Those she would say are fairly stable for the URA because it takes a lot to make a drastic change in what kind of increment that we would see. We do have some uncertainty whether we are going to see additional tax delinquencies. We might see some late payments, for example, and she would not be surprised if that would happen; however, unless you have significant disinvestment and companies completely closing down and pulling out their equipment, you are going to see some reasonable stability in that increment forecast for the remainder of the time period.

**Commissioner Jerry Hinton** said just like the City budget that we passed a couple of weeks ago, this budget is just as much in question as any budget across the country right now. You just don't know what's going to happen and what the revenue streams are going to be. It's impossible to forecast accurately anything, really. We have to move forward, we have to pass this budget, and we need to move on and recalibrate when we can recalibrate. The 40 candidates for the Market Hall, for example, he's sure are all scratching their heads right now wanting to know whether they're moving forward or not and he's sure we'll have to put the Garage to Storefront program on steroids over the next couple of years, as well, As a City, we'll do all kinds of things to fill those gaps and recalibrate and mitigate the

damages here, but this is a budget that needs to be passed and if there is no further discussion, he'd be happy to make the motion.

**Commissioner Widmark** said he would like to get an update on the Sandy Boulevard Street Improvements project since there are other projects that are going on there. They are wrapping up another warehouse there and it's showing that the 2019/20 budget had \$2.3 million in debt for that project and also a grant for \$3 million. When is work going to start on that particular project?

**Ms. Bower** said she will do her best to answer that question. The Urban Renewal Department does not project manage that project. She believes we have Steve Fancher, Environmental Services Director, online if he needs to elaborate on her answer. Her understanding is they will start construction in June of this year and have a quick turnaround, with completion at the beginning of 2021. Mr. Fancher, can you elaborate and provide more detail on that?

**Steve Fancher**, Environmental Services and City Operations Director, said he doesn't have any more detail on that project. He thinks Ms. Bower is right with her answer. We are doing preliminary survey and other work out there as we speak and hope to get out and start construction early this summer.

**Ms. Monohon** added that the project has a mix of funding sources. It has a mix of transportation funding, streetlight funding, and other things and she believes some of the delay on that project was working through some of the Oregon Department of Transportation process on the transportation grant side of things, but her understanding is it is moving forward well now.

**Commissioner Widmark** said he knows that this project has been on the boards for a long time, so he is just curious, and he actually had one of the tenants along that part of Sandy ask him what's the process. He told the tenant he would get back to him, so thank you.

**Chair Salvador** called for further discussion.

There was no further discussion.

## **7. MOTION TO APPROVE PROPOSED FISCAL YEAR 2020/21 BUDGET**

**Chair Salvador** called for a motion to approve the proposed fiscal year 2020/21 budget.

Motion was made by Commissioner Jerry Hinton and seconded by Commissioner Janine Gladfelter  
**TO APPROVE THE PROPOSED BUDGET FOR FISCAL YEAR 2019/20 IN THE AGGREGATE AMOUNT OF \$26,365,300 AND APPROVE URBAN RENEWAL PROPERTY TAX REVENUE AT 100 PERCENT OF DIVISION OF TAX AVAILABLE.**

**Chair Salvador** called for discussion on the motion.

There was no discussion on the motion.

**Chair Salvador** called for the vote.

The vote proceeded.

**Ms. Monohon** asked for a pause to do a count of the vote. She said she believes she heard Commission Chair Bemis say aye and she saw some hands, but let's do that one more time to clarify.

**Commission Chair Shane Bemis** said there were no dissenters to the motion. There was not one nay vote, so everybody's vote was aye, right?

**Ms. Monohon** said she was just trying to make sure that we counted to at least the eight that budget law requires that we get to in order to officially take action.

The motion passed as follows.

YES:	Commission Chair Shane T. Bemis Commissioner Karylenn Echols Commissioner Janine Gladfelter Commissioner Jerry Hinton Ryan Johnson Commission Vice Chair Eddy Morales Commissioner Mario Palmero Amelia Salvador Commissioner David Widmark Dimitrios Zourkos	NO:	None
		ABSENT:	Joan Albertson Vice Chair Christopher Bentley Paul Drechsler
		ABSTAIN:	None
		RECUSE:	None

**B. ADJOURNMENT OF MEETING**

**Chair Salvador** asked if there was any further business to come before the Committee.

**Ms. Bower** said she would just like to say thank you to the Committee and staff for your work in passing the budget. 2019/20 was a monumental year with the construction and completion of the two new buildings and she' is grateful for your time and commitment to the project and community, so thank you.

Hearing no further business, **Chair Salvador** adjourned the meeting at 6:44 p.m.

/s/ AMELIA SALVADOR \_\_\_\_\_  
CHAIR

Respectfully submitted,

/s/ Cecille Turley \_\_\_\_\_  
Recording Secretary