



SURPAC MEETING MINUTES

MEETING TITLE	<u>SURPAC Meeting Notes</u>
DATE & TIME	<u>December 1, 2011 6:30PM</u>
LOCATION	<u>Sherwood Civic Building – Executive Room</u>
FACILITATOR	<u>Charles Harbick – SURPAC Chairman</u>
NOTES TAKEN BY	<u>Tom Nelson</u>

ATTENDEES

	Name of Board or Group	City Staff
	Tim Heine	Tom Nelson
	Charles Harbick - Chair	
	Vacant	
	Bob Silverforb	
	Mark Cottle	
Absent	Ken Marlow	
	Scott Johnson – Vice Chair	
	Others In Attendance	Council Liaison
	Lee Weislogel - BOOTS	Matt Langer
	Angi Ford – BOOTS	
	Jeff Sackett – Capstone/BOOTS	
	Jim Davis - TVF&R Representative	

MEETING NOTES

Approved: 

1. The meeting was called to order at 6:40 pm by Chair Harbick
2. **Approval of Minutes** – Mr. Silverforb moved and Mr. Harbick seconded the motion to approve meeting minutes from 11/10/11. The motion carried 5-0
3. **BOOTS Paver Project Proposal:** Lee Weislogel, president of BOOTS and Angi Ford, BOOTS Coordinator, and Jeff Sackett, BOOTS board member and the URA’s agent for the Cannery Project public improvements, were present to continue discussion on a BOOTS proposal to raise funds for BOOTS by selling space on granite pavers to be installed in the paseo adjacent to the Sherwood Community Center. The pavers would be laser engraved by a local company. Mr. Weislogel shared the roots of BOOTS and the Oregon Main Street program and indicated that the organization needed a stable funding source to continue to make progress in program implementation.

Mr. Silverforb and Mr. Harbick both reported that they supported the proposal. Mr. Johnson asked why the proceeds should go to BOOTS, rather than the URA to complete the project, or to the arts community that may provide some of the programming at the Sherwood

Community Center, or to the management of the building. Mr. Cottle raised the point that the City, through actual grants and in-kind donations, has supported the Chamber of Commerce for years, reminding the committee that each year they provide police and public works assistance for the Chamber sponsored car show. He also relayed that the City had charged BOOTS with the task to coordinate the Oregon Main Street program and told them they should raise funds for their long-term viability. He stated that BOOTS was the City's partner in implementing the Main Street program.

Mr. Heine said that he did not have a problem with the project itself, but had concerns with BOOTS accountability if the proceeds were just handed to them. Mr. Cottle said that he understood that concern, and thought there was a way to build accountability into the program. Concern was also raised about spending the funds in Old Town since the pavers would be part of the Sherwood Community Center, and it was being built for all of Sherwood. Mr. Harbick mentioned that the URA was started to remove blight and redevelop Old Town, and that the Urban Renewal Plan dealt mostly with that. It was also mentioned that BOOTS focus on Old Town and implementing the Oregon Main Street program included partners from throughout the City – that a vibrant downtown is important to the overall economic development of the community.

The committee also discussed the aspect of compensation to BOOTS for their efforts in selling the pavers, including a figure of 30% of the total net proceeds, with the balance going to the URA to be used for projects that would promote Old Town and Sherwood Community Center activity with measurable results. After considerable discussion, Mr. Nelson was directed to bring a recommendation back to the committee at its January 12, 2012 meeting. The recommendation would include a minimum that BOOTS would receive since they are proposing the project and will be responsible for it, and that the balance of the proceeds would be given to the URA to spend how they seem fit.

- 4. Substantial Amendment:** Mr. Nelson referred to a list of projects proposed by staff that would be used in the planned URA Substantial Amendment. The consensus of the committee was that the Orcutt Court and Highland Drive street projects did not add or detract to economic development opportunity in the district, and therefore should be removed. Mrs. Ford interjected that, as a resident in the area, she thought the streets were fine, as is, and would much rather have a sidewalk on the south side of SW Willamette. Mr. Harbick asked Mr. Nelson if prioritization or a recommendation was needed at this time, and Mr. Nelson reported that none was needed at this time – that these projects were primarily placeholders for the Substantial Amendment – that the committee may be asked to prioritize them after the process was completed.
- 5. SWOT:** Mr. Nelson shared an invitation to a SWOT Meeting/Appreciation Dinner to be held on December 20, 2011 at City Hall, and asked how many would be able to attend. A copy of last year's SWOT was discussed, and a new one was developed, along with answering the question, "What are the top 3 projects SURPAC would like to see accomplished over the next year?" Mr. Johnson moved to recommend the report, and Mr. Heine seconded the motion. The vote was 4-0 since Mr. Cottle had to leave the meeting early. The report is attached.

- 6. Adjourn** – The meeting was adjourned at 7:44 p.m.