

SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
Tuesday, October 7, 2014
22560 SW Pine Street, Sherwood, Oregon 97140

URA BOARD WORK SESSION

1. **CALL TO ORDER:** Board member Linda Henderson called the meeting to order at 6:08 pm.
2. **BOARD PRESENT:** Linda Henderson, Krisanna Clark, Dave Grant, Matt Langer and Bill Butterfield. Chair Bill Middleton was absent
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joe Gall, Assistant City Manager Tom Pessemier, Administrative Assistant Colleen Resch, and Agency Recorder Sylvia Murphy. City Attorney Chris Crean.

4. TOPIC

A. SURPAC recommendations approved during SURPAC's September 11, 2014 meeting.

Tom Pessemier stated as the Board previously discussed, SURPAC was working towards concluding their work as a committee and when they met in September for their last meeting they developed a list of recommendations. Tom provided the Board with a list of Urban Renewal Property Assets (see record, Exhibit A) and explained. He recapped "Property to Sell as soon as possible" and explained the properties listed per SURPAC's recommendations. He explained over the last 13 years, the Urban Renewal District has purchased nine properties. Tom stated as SURPAC reviewed the properties and spoke to a realtor they developed this list. Tom explained public noticing requirements for selling properties and future legislation to come before the Board for consideration to sell property. He explained the zoning of the two lots on 1st Street, explained the status of the property adjacent to the Senior Center and explained the status of the property on Main Street near Columbia.

Tom explained the list of "Property to Sell with conditions as market allows", including the Old School House property, Robin Hood Lot and Cannery property, south of railroad tracks between Pine and Willamette.

Tom explained the list of "Property not for Sale" as the Machine Works building where the Community Center is currently under construction, Railroad Parking Lot and the property on 1st Street between Pine and Oak that was recently purchased for the development of a future parking lot.

Tom distributed a document outlining the Façade Grant Program (see record, Exhibit B) and explained future amendments to the program, including a design element and said future program amendments will be coming before the Board for their consideration. He said as SURPAC no longer exists, recommendations to award façade grants will be coming before the Board. He said he budgeted \$100,000 as this is what SURPAC was comfortable with and said the amount could fluctuate.

Tom distributed a document outlining "Future Project Priority List" (see record, Exhibit C) and explained SURPAC's challenges of developing the list. He stated the list will be adjusted as funds allow and as priorities of the district change. He stated SURPAC prioritized the projects as if there was funding available.

Tom addressed each project listed and the funding and explained. Discussion followed regarding the age of the estimates and Tom stated they were about four years old. Tom addressed project number 4-Old Town Alley Conversion to Walkways and the dollar amount listed and explained the scope of the project and what it included and said it isn't \$400,000 it's more like \$200,000. He addressed project number 7-Old Town Business Development Support and said the title changed and this was actually Sherwood Main Street support. He said the dollar amount was the same and there was a lot of SURPAC conversation as far as where on the list the project should be placed and what it should be called. He said it was clear that it was support for the Main Street or whatever organization was working with the downtown associations' tasks. He addressed Traffic Re-routing and informed the Board that there may have to be a consideration of a one-way grid in Old Town.

Discussion followed regarding the sidewalk improvements in Old Town and Tom explained it was basically improvements to current sidewalks and installing ADA ramps. The Board asked if concentrating on Old Town projects, if it made more sense to group projects together. Tom replied that they could be and it would save in doing multiple bids and commented regarding construction staging.

Tom distributed a document pertaining to an Economic Development Committee (see record, Exhibit D) and explained SURPAC was asked back in 2004 to work on economic development. Discussion followed regarding the purpose and future work of the committee and SURPAC wanting to leave the purpose up to the Council and wanting to focus on the general structure of a committee. Discussion followed regarding the role of the committee and there being a clear direction and a need for the committee and its role with Sherwood Main Street. The Board asked for clarification on the appointment length being three years and "renewed annually." Tom explained the intent of the language with members rotating off every year. The Board asked how Sherwood Main Street fits into the committee and Tom explained they could fit in with a development purpose for the Old Town area and said economic development is more typically focused on industrial lands and development.

5. ADJOURN

Ms. Henderson adjourned the work session at 6:43 pm and convened to a City Council meeting.

Submitted by:


Sylvia Murphy, MMC, Agency Recorder


Bill Middleton, Chair