

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS  
MEETING MINUTES  
Tuesday, April 21, 2015  
22560 SW Pine Street, Sherwood, Oregon 97140**

**REGULAR SESSION**

1. **CALL TO ORDER:** Chair Krisanna Clark called the meeting to order at 8:25 pm.
2. **BOARD PRESENT:** Chair Clark, Sally Robinson, Jennifer Kuiper, Jennifer Harris, Linda Henderson, and Dan King. Beth Cooke was absent.
3. **STAFF PRESENT:** City Manager Joe Gall, Assistant City Manager Tom Pessemier, Police Chief Jeff Groth, Administrative Assistant Colleen Resch and Agency Recorder Sylvia Murphy.

Chair Clark addressed the consent agenda and asked for a motion.

**4. CONSENT AGENDA:**

- A. **Approval of November 18, 2014 URA Board Meeting Minutes**
- B. **Approval of March 17, 2015 URA Board Meeting Minutes**

**MOTION: FROM SALLY ROBINSON TO APPROVE THE CONSENT AGENDA, SECONDED BY JENNIFER HARRIS. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (BETH BOOKE WAS ABSENT).**

Chair Clark addressed the next agenda item.

**5. PUBLIC HEARING**

- A. **URA Resolution 2015-001 authorizing the URA Manager to sell property owned by the Sherwood Urban Renewal Agency**

Tom Pessemier Assistant City Manager stated the resolution is to sell URA property that the district has acquired over the past 15 years. He said staff worked with SURPAC when they were still established and went through a lengthy process to identify property that the URA owned and determine which properties the URA wanted to sell and which properties to keep for assets. He said last year we had a resolution to put a number of properties into the plan for sale. He said we have sold two have, have another one listed and will be listing a fourth soon. He said in November of 2014 we had a URA resolution to contract with Kidder Mathews to be our commercial real estate/broker to be able to sell properties. He said we are now taking the next step to place two properties into the plan so they can be sold in the future.

Tom explained the properties in question located at the corner of 1<sup>st</sup> and Pine Street and the former Old School House property on the corner of 3<sup>rd</sup> and Pine Street. He informed the Board that in the last few months he has seen an interest in leasing, renting and owning properties in the Old Town area. He explained this is the first step to get the properties into the plan to allow Kidder Mathews to begin

marketing the properties. He said we have had a few inquiries showing interest in the properties and this would allow staff to engage in conversation and have Kidder Matthews identify if there is any merit to the proposals.

Ms. Kuiper clarified there were two tax lots at the 1<sup>st</sup> and Pine location and one tax lot at 3<sup>rd</sup> and Pine. Tom confirmed this was correct.

Chair Clark stated this give staff the opportunity to enter into discussions about the properties, not necessarily selling them tomorrow. Tom replied yes and we could sign a contract with Kidder Matthews to sell the property, but if someone was really interested then we would have to disclose that we don't really have the authority to sell. He said this is the first steps so we don't end up in that situation.

Ms. Kuiper asked about set parameters for the properties other than the zoning. Tom replied this resolution authorizes us to put the properties into the plan so we can start having conversations and said he would expect staff would come back to the URA Board with certain parameters. He said we have spoken a lot about these properties and we would like to see something fairly substantial as these are prime corners into the City and we don't want to have a 1000 sf building with parking to service that one business, we want to see something that is multistory. He said staff will be coming back to the Board and having discussions as this develops to set those parameters in place so when we do sell the property it's contingent on things they need to perform.

Ms. Robinson clarified the resolution was not directing the manager to sell the property but to provide approved the authority to do so, not necessarily actually sell it. Tom replied that is correct and said technically the manager could sell it. He said we've had many conversation about this and we what a certain product there.

City Manager Gall stated the manager is not going to sell it without lots of conversations with the Board as these are two very important pieces of property. He said there are some timing issues and believes we want to build a new parking lot that we bought the property for first. He commented regarding recent interests with the turn in the economy and with the new Arts Center in Old Town and believes people are looking at this in a different manner. He said this will give the manager the authority to have some conversations and without it, it makes it more difficult.

Ms. Kuiper clarified it's permission to market the property. Tom replied yes, but the way the state law is written we have to go through this process. He said the plan requires we put it into the plan and state law requires we have a public hearing. He said we want to get the fundamental first steps going and we will come back to the Board with any proposal or setting parameters for what the sale would look like for each property .

Chair Clark opened the public hearing.

Eugene Stewart property owner came forward and reminded the Board when they tore down the old school house there was a lot of public outcry and recalls the discussion at a Council meeting where the Council said they would look strongly at trying to get a building that replicated the old school house to make that a gateway or corner coming into the City. He said it may be too late now, but knows that within 6-12 months Edward Jones will be looking for a place to set up a second office in Sherwood and said old town seems to be a good candidate at this time. He said he did not know if they would build a new building but the Board may want to talk to Chuck. He said he is glad to hear we are going to pave

the parking lot and said he believes the Board needs to do an in depth study of, as we build out down here, how much traffic are these future businesses going to require and is it going to be people walking down the hill or drive down and find a place to park. He provided an example of a family member being in the restaurant business and said they said their business would not look at down town Sherwood unless parking could be guaranteed because they need a certain traffic flow coming in and out and if they can't do it, their business will fail. He said we often look at more retail and maybe we should look at office more than retail as an office doesn't necessarily create the traffic. He said there ought to be some sort of happy mix. He urged the Board to look at it carefully before they moved forward. He said by the year 2020 the library will be expanding into the rest of this building and asked where is City Hall going. He said we need to be looking forward and where things are going so they fall into place.

Chair Clark asked for additional public comments. Board Member Harris said at the Library Board meeting they discussed the need for space and they have a couple more years before they are at capacity and are getting close. She said she was told the original plan included this space as part of the library not as City Hall.

Board Member Kuiper said she was told this as well. Ms. Harris said they had someone come in and help them with ideas to move stuff around and create another 2-3 years' worth of space. She said if Sherwood continues to grow at this rate we might be kicked out sooner rather than later.

With no additional testimony received, Chair Clark closed the public hearing and asked for additional board comments or a motion. The following motion was received.

**MOTION: FROM JENNIFER HARRIS TO ADOPT URA RESOLUTION 2015-001, SECONDED BY JENNIFER KUIPER, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (BETH COOKE WAS ABSENT).**

**6. STAFF REPORT**

No staff report was provided.

**7. ADJOURN**

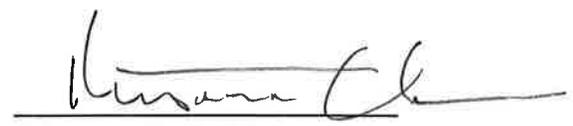
Chair Clark asked for a motion to adjourn.

**MOTION: FROM DAN KING TO ADJOURN, SECONDED BY JENNIFER KUIPER, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (BETH COOKE WAS ABSENT).**

Meeting adjourned at 8:40 pm.

Submitted by:

  
Sylvia Murphy, MMC, Agency Recorder

  
Krisanna Clark, Chair