

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
February 7, 2012
22560 SW Pine Street, Sherwood Oregon 97140**

URA BOARD JOINT WORK SESSION WITH SURPAC

1. **CALL TO ORDER:** Chair Keith Mays called the meeting to order at 7:30 pm.
2. **URA BOARD AND SURPAC MEMBERS PRESENT:** Chair Keith Mays, Dave Grant, Linda Henderson, Robyn Folsom, Matt Langer, Bill Butterfield and Krisanna Clark. SURPAC Chair Charlie Harbick.
3. **STAFF PRESENT:** City Manager Pro Tem Tom Pessemier, Economic Development Manager Tom Nelson, Finance Director Craig Gibons, Human Resource Manager Anna Lee and Agency Recorder Sylvia Murphy.
4. **OTHERS PRESENT:** Lee Weislogel and Angie Ford with BOOTS, Jeff Sacket with Capstone Partners, Nancy Bruton with the Sherwood Chamber of Commerce and Sally Ho with the Oregonian.

5. **TOPIC:**

- A. **Paver Project.** Community Development Manager Tom Nelson explained the plan for the paver project and provided the Board with a copy of a staff report and SURPAC recommendation he planned on providing to the Board for consideration (see record, Exhibit A). Tom explained there are 600-800 pavers available for engraving for installation in the paseo, possibly more. Discussion occurred regarding Boots coordinating and administering the program. Discussion occurred regarding the cost of engraving half a paver, \$29 and an entire paver being \$34 and the additional cost for logo's and art work. Discussion occurred regarding the price of a paver being \$125 for half a paver with an additional \$50 for logo or art and \$200 for a whole paver with additional cost of \$100 for logo or art.

Chair Mays commented and discussion occurred regarding the expense of the program and what other jurisdictions had similar programs, the successes and failures of such programs.

Discussion occurred regarding who would receive the proceeds of the program and what those funds would be used for. Comments were received from Board member Folsom that she would like proceeds of the program to go toward the Community Center.

Discussion occurred regarding the timing of the program, and if guidelines for engraving content had been established, comments were received regarding the formation of a review committee. Discussion occurred regarding design of paver, selling the paver in quarter and

half size, font type and size, content with logo's and art, cost, establishing a pledge program and receiving a certain amount of pledges to seek interest before proceeding.

Discussion occurred regarding who could purchase pavers; private individuals, companies, religious organizations. Staff commented regarding seeking legal counsel on the program and if restrictions would be allowed for certain organizations.

Board concerns were raised regarding administration of the program and who would benefit from the proceeds; BOOTS and or the Community Center. Comments were received that the Community Center should receive some benefit.

Discussion occurred regarding support of BOOTS and the Main Street Program and BOOTS wanting to do a promotion for the Community Center and the Main Street Program.

Board member Butterfield stated he supports a paver project with proceed going to the Community Center.

Discussion occurred regarding hiring a subcontractor to manage the project and SURPAC's prior discussion of proceeds going to Boots and the URA.

SURPAC Chair Charlie Harbick stated SURPAC supported an idea brought to them by BOOTS and this is why SURPAC was focused on BOOTS' proposal of the program.

Discussion occurred regarding the Main Street Program and the BOOTS Coordinator position held by Angie Ford.

Chair Mays suggested modifying the program or rejecting it as proposed and commented regarding valid concerns brought forward from both sides, including concerns regarding paver uniformity and getting more support of the program. Chair Mays stated he cannot support the program if the Community Center does not receive funds.

Discussion occurred regarding Main Street Program funding and Angie Ford discussed grant opportunities and working with the Cultural Arts Commission.

Discussion occurred regarding distribution of funds, accessibility to families and getting youth involved.

Discussion occurred regarding the role of BOOTS in relation to the Community Center.

Board Member Henderson stated she supports funds going towards the Community Center and sharing proceeds with BOOTS and stated BOOTS is already receiving funding.

Angie Ford stated there is no cost to the City or URA and the program would benefit the Community Center and local businesses. Angie explained concerns with timing of the completion of the Community Center and the paver program and missed opportunities.

Discussion occurred regarding a consulting fee for administering the paver program.

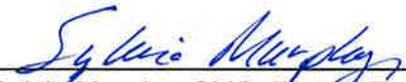
Discussion occurred regarding the community knowing who BOOTS is and not knowing what they do and what the Main Street Program is. SURPAC Chair Harbick suggested referring to Sherwood Main Street Program and not referring to BOOTS.

Discussion occurred regarding installing of pavers, parameters of engraving, seeking legal advice, percentage of proceeds being split between BOOTS and URA/City, establishing a pledge process and how many pledges should be received prior to moving forward. Comments were received regarding receiving 50% of available pavers in pledges.

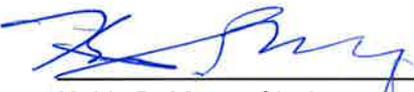
Board member Folsom asked to receive more information on the Main Street Program. Staff indicated the agreement for the program indicates required quarterly reporting.

Chair Mays asked staff to revise the proposal addressing concerns raised and bring it back for consideration.

6. ADJOURN: Chair Mays adjourned the work session at 8:40 pm.



Sylvia Murphy, CMC, District Recorder



Keith S. Mays, Chair