

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
Tuesday, June 5, 2012
22560 SW Pine Street, Sherwood, Oregon 97140**

URA BOARD REGULAR MEETING

1. **CALL TO ORDER:** Chair Mays called the meeting to order at 9:08 pm.
2. **URA BOARD PRESENT:** Chair Keith Mays, Linda Henderson, Bill Butterfield, Matt Langer and Krisanna Clark. Mr. Dave Grant and Ms. Robyn Folsom were absent.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Pro Tem Tom Pessemier, Finance Director Craig Gibons, Community Services Director Kristen Switzer, Police Chief Jeff Groth, Police Captain Mark Daniel, Accounting Supervisor Julie Blums, City Engineer Bob Galati, Planning Manager Julia Hajduk, Associate Planner Michelle Miller, Administrative Assistant Kirsten Allen and District Recorder Sylvia Murphy. City Attorney Chris Crean.

Chair Mays addressed the Consent Agenda and asked for a motion

4. **CONSENT:**

A. Approval of May 15, 2012 URA Board Meeting Minutes

MOTION: FROM LINDA HENDERSON TO APPROVE THE CONSENT AGENDA, SECONDED BY BILL BUTTERFIELD, ALL PRESENT BOARD MEMBERS VOTED IN FAVOR. (GRANT AND FOLSOM WERE ABSENT).

Chair Mays addressed the next agenda item and asked the District Recorder to read the public hearing statement.

5. **PUBLIC HEARING:**

A. URA Resolution 2012-015 Adopting a Supplemental Budget and making appropriations

Craig Gibons Finance Director came forward and explained the supplemental budget was coming before the Board for two reasons; the personnel services expenditures exceeded the budget on the operations side and staff is requesting an increase in appropriations of \$19,000, which will be a reduction of fund balance. Craig explained this is due to the involvement of more people in Urban Renewal Agency activities this year than was budgeted and partly due to the transition of the URA and bringing it under the control of the exercises of other city departments. Craig stated the second reason as: earlier this year we purchased property (house) out of the storm fund, which was a URA purchase and this is an increase in the allocation of transfers out to pay for that; transferring money to the storm fund.

Chair Mays stated we have not sold it yet, Craig confirmed it has not been sold. Chair Mays asked if it was being marketed, Craig replied no it is currently being divided.

Chair Mays opened the public hearing to receive testimony, with none received, he closed the public hearing.

Chair Mays asked for questions or comments from the Board, with none received he asked for a motion.

MOTION: FROM LINDA HENDERSON TO ADOPT URA RESOLUTION 2012-015, SECONDED BY MATT LANGER, ALL PRESENT BOARD MEMBERS VOTED IN FAVOR. (GRANT AND FOLSOM WERE ABSENT).

Chair Mays addressed the next agenda item.

B. URA Resolution 2012-016 Adopting the 2012-13 Budget of the City of Sherwood Urban Renewal Agency, making appropriations, imposing and categorizing taxes, and authorizing the Agency Manager to take such action necessary to carry out the adopted budget

Craig Gibons, Finance Director came forward and stated this is the approved budget without any changes.

Chair Mays opened the public hearing to receive testimony.

Eugene Stewart 22595 SW Pine Street Sherwood came forward and asked what the "transfers out" were.

Chair Mays thanked Mr. Stewart and asked for other testimony, with none received, Chair Mays closed the public hearing and asked staff to respond to Mr. Stewart's question.

Craig Gibons replied the "transfers out" were to the street fund to pay for the improvements to the downtown streetscapes.

With no questions or comments from the Board, Chair Mays asked for a motion.

MOTION: FROM BILL BUTTERFIELD TO ADOPT URA RESOLUTION 2012-016, SECONDED BY LINDA HENDERSON, ALL PRESENT BOARD MEMBERS VOTED IN FAVOR. (GRANT AND FOLSOM WERE ABSENT).

Craig Gibons thanked the URA Board and Council members and the Budget Committee for their thoughtfulness and work on the budget.

Chair Mays thanked staff and the budget committee members for their work on the budget and stated everyone has been very busy with monthly budget meetings and has seen the benefits of the meetings for the entire community.

Chair Mays addressed the next agenda item.

6. STAFF REPORTS:

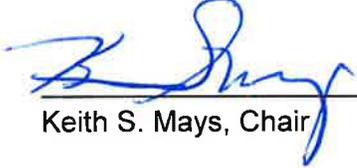
Tom Pessemier informed the Board June 19th was their next meeting and June 14th was SURPAC's next scheduled meeting and said SURPAC will be working on prioritizing projects as requested by the URA Board. Tom informed the Board staff is proposing to schedule a joint work session with the URA Board and SURPAC on June 19th to look at projects and said Sherwood Main Street will be providing their quarterly report at this meeting as well.

Chair Mays asked about the start time of the proposed work session and if an hour was sufficient. Tom replied considering the amount of work and not having had a recent robust joint session, he recommends starting the work session at 5:30pm.

7. ADJOURN: Chair Mays adjourned the URA Board meeting at 9:17 pm

Submitted by:


Sylvia Murphy, CMC, District Recorder


Keith S. Mays, Chair