

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
Tuesday, June 4, 2013
22560 SW Pine Street, Sherwood, Oregon 97140**

URA BOARK WORK SESSION

1. **CALL TO ORDER:** Chair Bill Middleton called the meeting to order at 5:10 pm.
2. **BOARD PRESENT:** Chair Bill Middleton, Linda Henderson, Robyn Folsom, Bill Butterfield, Matt Langer and Krisanna Clark. Dave Grant was absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Community Development Director Julia Hajduk, City Engineer Bob Galati, Finance Director Craig Gibons, Accounting Supervisor Julie Blums, Police Chief Jeff Groth, City Engineer Bob Galati, Intern Ashley Graff, Administrative Assistant Colleen Resch and Agency Recorder Sylvia Murphy.
4. **OTHERS PRESENT:** Murray Jenkins and Jason Fifield with Ankrom Moisan.
5. **TOPICS DISCUSSED:**

A. Community Center Design Development

Tom Pessemier and Murray Jenkins explained proposed design features of the Community Center and presented a power point (see record, Exhibit A). The URA Board discussed facility amenities, classroom space, and funding.

Chair Bill Middleton adjourned the meeting and convened to a City Council joint Planning Commission work session at 5:55 pm (see City Council records).

URA BOARD REGULAR MEETING

1. **CALL TO ORDER:** Chair Bill Middleton called the meeting to order at 8:00 pm.
2. **BOARD PRESENT:** Chair Bill Middleton, Linda Henderson, Robyn Folsom, Bill Butterfield, Matt Langer and Krisanna Clark. Dave Grant was absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Community Development Director Julia Hajduk, Community Services Director Kristen Switzer, Finance Director Craig Gibons, Julie Blums Accounting Supervisor, Police Chief Jeff Groth, Public Works Director Craig Sheldon, City Engineer Bob Galati, Administrative Assistant Colleen Resch and Agency Recorder Sylvia Murphy.

Chair Middleton addressed the Consent Agenda and asked for a motion.

4. CONSENT AGENDA:

A. Approval of April 2, 2013 URA Board Meeting Minutes

B. Approval of May 7, 2013 URA Board Meeting Minutes

MOTION: FROM LINDA HENDERSON TO APPROVE THE CONSENT AGENDA, SECONDED BY BILL BUTTERFIELD, MOTION PASSED 6:0, ALL MEMBERS VOTED IN FAVOR (DAVE GRANT WAS ABSENT).

Chair Middleton addressed the next agenda item.

5. NEW BUSINESS:

A. URA Resolution 2013-005 transferring Budget Expenditure Appropriations between categories for Budget Year 2012-13

Julie Blums explained that this is an appropriation transfer similar to what we did in the City Council meeting, to move funds to cover debt service payment from when we refinanced a loan earlier this year and we did not know what the debt service payment would be later on in the year, this is to cover the debt service payment. She explained this is moving money out of the Capital Outlay to Materials and Services, where the spending actually happened.

With no Board comments Chair Middleton asked for a motion.

MOTION: FROM ROBYN FOLSOM TO ADOPT URA RESOLUTION 2013-005, SECONDED BY BILL BUTTERFIELD, MOTION PASSED 6:0, ALL MEMBERS VOTED IN FAVOR, (DAVE GRANT WAS ABSENT).

Chair Middleton addressed the next agenda item.

6. PUBLIC HEARINGS:

A. URA Resolution 2013-006 Adopting the 2013-14 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

Chair Middleton addressed the next agenda item and Board member Matt Langer recused himself and stepped down from the dais. Chair Middleton asked the Agency Recorder to read the public hearing statement.

Craig Gibbons explained that the 2013-14 City of Sherwood URA budget is the same as the Budget Committee reviewed and passed in April of 2013. He said major expenditures are construction projects in the Community Center and debt service.

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

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

MOTION: FROM LINDA HENDERSON TO ADOPT URA RESOLUTION 2013-006, SECONDED BY ROBYN FOLSOM, MOTION PASSED 6:0, ALL MEMBERS VOTED IN FAVOR, (DAVE GRANT WAS ABSENT).

Chair Middleton addressed the next agenda item.

7. STAFF REPORTS:

With no staff reports, Chair Middleton adjourned the meeting.

8. ADJOURN:

Chair Middleton adjourned the meeting at 11:50 pm.

Submitted by:



Sylvia Murphy, CMC, Agency Recorder



Bill Middleton, Chair