

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS  
MEETING MINUTES  
Tuesday, June 21, 2016  
22560 SW Pine Street, Sherwood, Oregon 97140**

**REGULAR SESSION**

1. **CALL TO ORDER:** Chair Clark called the meeting to order at 9:04 pm.
2. **BOARD PRESENT:** Chair Krisanna Clark, Jennifer Harris, Jennifer Kuiper, Linda Henderson, Renee Brouse, and Dan King. Sally Robinson was absent.
3. **STAFF PRESENT:** City Manager Joe Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Police Captain Ty Hanlon, Community Development Director Julia Hajduk, Interim Finance Director Cathy Brucker, and Agency Recorder Sylvia Murphy.
4. **CONSENT AGENDA**
  - A. **Adoption of December 15, 2015 URA Board Meeting Minutes**
  - B. **Adoption of January 5, 2016 URA Board Meeting Minutes**
  - C. **Adoption of February 2, 2016 URA Board Meeting Minutes**
  - D. **Adoption of March 1, 2016 URA Board Meeting Minutes**
  - E. **Adoption of April 19, 2016 URA Board Meeting Minutes**

**MOTION: FROM LINDA HENDERSON TO ADOPT THE CONSENT AGENDA, SECONDED BY DAN KING. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (SALLY ROBINSON WAS ABSENT).**

Chair Clark addressed the next agenda item.

**5. NEW BUSINESS**

**A. URA Resolution 2016-001 Transferring budget expenditure appropriations between categories and funds for Budget Year 2015-16**

Interim Finance Director Cathy Brucker stated within the URA operations fund additional appropriation authority is necessary for payment of all required debt service, due within the URA operations fund for the year. She stated debt retirement began this fiscal year for the 2010 cannery loan, but the interest payment due has not been included into the total appropriation. She said the resolution does not increase expenditure authorization in the URA operations fund, only transfers spending authorization from one category to another to cover the debt service obligation.

Chair Clark asked for Board questions. With none received, the following motion was stated.

**MOTION: FROM LINDA HENDERSON TO ADOPT URA RESOLUTION 2016-001, SECONDED BY DAN KING. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (SALLY ROBINSON WAS ABSENT).**

Chair Clark addressed the next agenda item and opened the public hearing.

**6. PUBLIC HEARING**

**A. URA Resolution 2016-002 Adopting the FY2016-17 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**

Interim Finance Director Cathy Brucker stated May 26, 2016 the Budget Committee received the budget message and received public comments and approved the proposed budget with no changes. She said today the URA Board is holding a public hearing on the approved FY 2016-17 Budget. She stated the final steps in the budget process is the adoption of the FY 2016-17 Budget.

Chair Clark opened the public hearing.

Eugene Stewart 22595 SW Pine Street Sherwood came forward and asked how close we are to our spending gap on the urban renewal and said a lot of times that number isn't seen anywhere in the budget, how much has been expended through this fiscal year and how much is left to be expended. He said he would like to see this, showing the expenditures by year and see how close they come to the audited financial reports. He said a previous finance director indicated this could not be traced and this has caused him some concerns.

With no other public testimony received Chair Clark closed the public hearing. With no Board questions or discussion, the following motion was made.

**MOTION: FROM JENNIFER HARRIS TO ADOPT URA RESOLUTION 2016-002 SECONDED BY DAN KING. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (SALLY ROBINSON WAS ABSENT).**

**7. ADJOURN**

With no further business, Chair Clark adjourned at 9:10 pm.

Submitted by:

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Sylvia Murphy, MMC, Agency Recorder

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Krisanna Clark, Chair