

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES**

Tuesday, November 4, 2025

**City of Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon 97140**

URA BOARD WORK SESSION

- 1. CALL TO ORDER:** Chair Tim Rosener called the meeting to order at 7:45 pm.
- 2. BOARD PRESENT:** Chair Tim Rosener, Vice Chair Kim Young, Board Members Keith Mays, Dan Standke, Taylor Giles, and Doug Scott (remote). Board member Brouse was absent.
- 3. STAFF AND LEGAL COUNSEL PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Community Development Director Eric Rutledge, IT Director Brad Crawford, Economic Development Manager Erik Adair, Public Works Director Rich Sattler, and City Recorder Sylvia Murphy.

4. TOPICS

A. Arts Center Vacant Lot Development Discussion

Community Development Director Eric Rutledge provided a presentation and discussed Site D, also known as the Cannery Square Planning Unit Development (PUD) West Building (see record, Exhibit A). He said the PUD called for a single-story retail building, but the Urban Renewal Agency (URA) owns the lot and the City Council controls the zoning and legislation. He stated the purpose of the meeting was to get feedback on what the URA Board of Director's wanted to do with the property. He asked if the Board intended to keep the property long term, sell the property, or do a long-term ground lease. He asked what use the Board envisioned and what design would be preferred. Chair Rosener stated the Arts Center would need larger event space over the next 20 years and said the area needed an overall plan before they could discuss specifics on Site D. Member Mays said in the past the topic had come up to put a rendering of a train station on a building, and he would be interested in seeing a rendering. Member Mays said he would support a retail component. Member Scott said he would support more than a one-story building. Discussion followed regarding an outdoor covered space as part of the development on Site D. Chair Rosener stated the Arts Center would benefit from a kitchen. Assistant City Manager Kristen Switzer said she and City Manager Craig Sheldon met with one of the architects who designed the Arts Center to discuss potential expansion and said the original expansion idea was to build out towards Washington Street and that would support a kitchen and restroom. She stated the architect would continue to work on expansion ideas. Member Scott said if the city built a small train station type of building with outdoor space to the Arts Center, he would support keeping the building but if the city built a zero lot line one to three story building, he would support selling and not be in the property management business. Member Giles said he would support a unique building on Site D that has character and charm and keep the building. Member Mays said he would support keeping the lot and building because there may be potential conflict if we don't own that building and the Arts Center. Mr. Rutledge said if the city retained the lot the implementation would be a longer term as opposed to a developer offering. Chair Rosener suggested

looking at what other cities have done to attract boutique hotels and possible incentive programs. Mr. Rutledge said based on the feedback, staff would bring back some alternatives. Chair Rosener suggested closing the street that separates the Arts Center parking lot and make one continuous lot. Ms. Switzer stated the retail space in the Arts Center was designed for potential future expansion and said the space is 3,000 square feet. With no further discussion Chair Rosener adjourned the meeting.


5. ADJOURN

Chair Tim Rosener adjourned the meeting at 8:15 pm.

Attest:



Sylvia Murphy, MMC, Agency Recorder



Tim Rosner, Chair