



*Home of the Tualatin River National Wildlife Refuge*

# **URBAN RENEWAL AGENCY MEETING PACKET**

**FOR**

**Tuesday, October 6, 2026**

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

**URA Board of Directors Meeting**  
(Following the 7:00 pm City Council Regular Meeting)

This meeting will be live streamed at  
<https://www.youtube.com/user/CityofSherwood>

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

**Tuesday, October 6, 2026  
(Following the 7:00 pm City Council Meeting)**

**City of Sherwood City Hall  
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**URA BOARD MEETING**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CONSENT AGENDA**

**A. Approval of August 4, 2026 URA Board Meeting Minutes (Sylvia Murphy, Agency Recorder)**

**4. CITIZEN COMMENTS**

**5. PUBLIC HEARING**

**A. URA Resolution 2026-003, Adopting a Supplemental Budget for biennial year 2025-27 and making appropriations (David Bodway, Finance Director)**

**6. ADJOURN**

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS  
MEETING MINUTES  
Tuesday, August 4, 2026**

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

**URA BOARD MEETING**

- 1. CALL TO ORDER:** Chair Rosener called the meeting to order at 7:55 pm.
- 2. BOARD PRESENT:** Chair Tim Rosener, Board members Keith Mays, Taylor Giles, Renee Brouse, Doug Scott, and Dan Standke. Vice Chair Kim Young was absent.
- 3. STAFF AND LEGAL COUNSEL PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Paralegal Josh Cook, Police Chief Ty Hanlon, IT Director Brad Crawford, Finance Director David Bodway, Community Development Director Eric Rutledge, Public Works Director Rich Sattler, Human Resources Director Lydia McEvoy, Center for the Arts Manager Chanda Hall, and City Recorder Sylvia Murphy.

Chair Rosener addressed the consent agenda and asked for a motion.

**4. CONSENT AGENDA:**

- A. Approval of February 3, 2026 URA Board Meeting Minutes**
- B. URA Resolution 2026-002, Accepting the Cultural Arts Commission's Recommendation for the Pedestrian Bridge Medallion Artwork**

**MOTION: FROM DOUG SCOTT TO MOVE ITEM B OFF THE CONSENT AGENDA TO ALLOW DISCUSSION. SECONDED BY DAN STANDKE. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (VICE CHAIR KIM YOUNG WAS ABSENT).**

**MOTION: FROM RENEE BROUSE TO APPROVE THE CONSENT AGENDA AS AMENDED, SECONDED BY KEITH MAYS. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (VICE CHAIR KIM YOUNG WAS ABSENT).**

**Discussion Item:**

- B. URA Resolution 2026-002, Accepting the Cultural Arts Commission's Recommendation for the Pedestrian Bridge Medallion Artwork**

Chair Rosener asked Doug Scott to lead the discussion. Mr. Scott referred to the June 16, 2026, City Council work session discussion on the Cultural Arts Commission's recommendation and said he asked for the item to be removed from the consent agenda so he could vote against the resolution. He stated he was not in favor of the "S" design with a hat that was on the medallions and said that it could be interpreted

as a City logo. He said he supported the artwork within the medallions. Center for the Arts Manager Chanda Hall said the Cultural Arts Commission considered the Council discussion from the work session and said this was a different medium and would not include the City's logo in any form. She stated the consensus and recommendation of the Cultural Arts Commission was the medallions served a different purpose and were not an appropriate place for a City logo. With no further discussion, the following motion was stated.

**MOTION: FROM KEITH MAYS TO APPROVE URA RESOLUTION 2026-002, ACCEPTING THE CULTURAL ARTS COMMISSION'S RECOMMENDATION FOR THE PEDESTRIAN BRIDGE MEDALLION ARTWORK, SECONDED BY RENEE BROUSE. MOTION PASSED 5:1, CHAIR TIM ROSENER, KEITH MAY, RENEE BROUSE, TAYLOR GILES, AND DAN STANDKE VOTED IN FAVOR. DOUG SCOTT VOTED AGAINST. (VICE CHAIR KIM YOUNG WAS ABSENT).**

Chair Rosener addressed the next agenda item.

**C. CITIZEN COMMENTS**

No comments were received.

**D. ADJOURN**

Chair Rosener adjourned the meeting at 8:00 pm.

Attest:

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Sylvia Murphy, MMC, Agency Recorder

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Tim Rosener, Chair

**Agenda Item:** Public Hearing

**TO:** Sherwood Urban Renewal Agency Board of Directors

**FROM:** David Bodway, Finance Director  
**Through:** Craig Sheldon, Agency Manager and Ryan Adams, City Attorney

**SUBJECT: URA Resolution 2026-003, Adopting a Supplemental Budget for biennial year 2025-27 and making appropriations**

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**Issue:**

Shall the URA Board adopt a supplemental budget and approve the corresponding appropriations for biennial year 2025-27?

**Background:**

Pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year and pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets.

The purposes for the appropriations have been detailed in Exhibit 1 and sorted by the source of funding for each expenditure. Please refer to that exhibit for additional information.

**Financial Impacts:**

The financial impacts are detailed in Exhibit 2 to the Staff Report as well as in the Resolution itself. The net impact by fund is shown in the increases / (decreases) of "Total Unappropriated and Reserve Amounts".

**Recommendation:**

Staff respectfully recommends the URA Board approval of URA Resolution 2026-003, adopting a supplemental budget for biennial year 2025-27 and making appropriations.

**Exhibit 1**  
**Requested appropriations by source of funding**

**OPERATIONS FUND**

1. The beginning fund balance in the Operations Fund was higher than expected due to revenue exceeding expectations. The URA continues to see a significant amount of assessed value growth, more than originally anticipated, thus causing property tax revenue to come in higher.

|                                             |                     |
|---------------------------------------------|---------------------|
| <b>Additional beginning fund balance</b>    | <b>\$ 1,006,544</b> |
| <b>Total to Operations Fund</b>             | <b>1,006,544</b>    |
| <b>Transfers Out</b>                        | <b>1,006,544</b>    |
| <b>Total proposed BY25-27 uses of funds</b> | <b>\$ 1,006,544</b> |

**CAPITAL FUND**

1. The beginning fund balance in the Capital Fund was lower than budgeted due to timing of various large capital projects. Additionally, funds are being transferred from the Operations Fund to the Capital Fund to continue to assist in building these large projects.

|                                          |                      |
|------------------------------------------|----------------------|
| <b>Additional beginning fund balance</b> | <b>\$(4,924,299)</b> |
| <b>Transfers In</b>                      | <b>1,006,544</b>     |
| <b>Total to Capital Fund</b>             | <b>(3,917,755)</b>   |
| <b>Reserve for Future Years</b>          | <b>\$(3,917,755)</b> |

## Exhibit 2

### Supplemental Budget, Appropriations and Financial Impacts BY 25-27

| Fund                                     | Operations       | Capital            | Total              |
|------------------------------------------|------------------|--------------------|--------------------|
| <b>Resources</b>                         |                  |                    |                    |
| Beginning fund balance                   | 1,006,544        | (4,924,299)        | (3,917,755)        |
| Property Taxes                           | -                | -                  | -                  |
| Transfers in                             | -                | 1,006,544          | 1,006,544          |
| <b>Total Resources</b>                   | <b>1,006,544</b> | <b>(3,917,755)</b> | <b>(2,911,211)</b> |
| <b>Requirements</b>                      |                  |                    |                    |
| Capital Department                       | -                | -                  | -                  |
| Transfers Out                            | 1,006,544        | -                  | 1,006,544          |
| Contingency                              | -                | -                  | -                  |
| <b>Total Appropriations</b>              | <b>1,006,544</b> | <b>-</b>           | <b>1,006,544</b>   |
| Total Unappropriated and Reserve Amounts | -                | (3,917,755)        | (3,917,755)        |
| <b>Total Requirements</b>                | <b>1,006,544</b> | <b>(3,917,755)</b> | <b>(2,911,211)</b> |



## URA RESOLUTION 2026-003

### ADOPTING A SUPPLEMENTAL BUDGET FOR BIENNIAL YEAR 2025-27 AND MAKING APPROPRIATIONS

**WHEREAS**, on June 24, 2025, the City of Sherwood 2021 Urban Renewal Agency (URA) budget for biennial years 2025-27 was adopted and funds were appropriated by the Agency Board; and

**WHEREAS**, the (URA) has since received or expects to soon receive unanticipated revenues, and a supplemental budget is required in order to expend those revenues; and

**WHEREAS**, beginning fund balances either exceeded or fall short of projections due to savings in the later part of fiscal year 2025-2026 or revenue and expenditures failing to meet budgeted/projected expectations; and

**WHEREAS**, certain unplanned events have occurred during the course of this budget year; and

**WHEREAS**, in order not to overspend appropriations in any category of expenditures, it is necessary to transfer appropriations between funds from certain expenditure categories to other expenditure categories; and

**WHEREAS**, the purpose of all new and transferred appropriations are detailed in Exhibit 1 attached hereto; and

**WHEREAS**, pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year; and

**WHEREAS**, pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets; and

**WHEREAS**, in accordance with local budget law, notice was published on October 2, 2026, of the public hearing that was held before the Board on October 6, 2026.

### **NOW, THEREFORE, THE URA BOARD OF DIRECTORS RESOLVES AS FOLLOWS:**

**Section 1.**     **Adoption of an BY25-27 Supplemental Budget.** The Board of the (URA), Oregon hereby adopts the supplemental budget for BY25-27 in the sum of \$(2,911,211).

**Section 2. Making Appropriations.** The additional amounts for the fiscal year beginning July 1, 2026 shown below are hereby appropriated as follows:

| Fund                                     | Operations       | Capital            | Total              |
|------------------------------------------|------------------|--------------------|--------------------|
| <b>Resources</b>                         |                  |                    |                    |
| Beginning fund balance                   | 1,006,544        | (4,924,299)        | (3,917,755)        |
| Property Taxes                           | -                | -                  | -                  |
| Transfers in                             | -                | 1,006,544          | 1,006,544          |
| <b>Total Resources</b>                   | <b>1,006,544</b> | <b>(3,917,755)</b> | <b>(2,911,211)</b> |
| <b>Requirements</b>                      |                  |                    |                    |
| Capital Department                       | -                | -                  | -                  |
| Transfers Out                            | 1,006,544        | -                  | 1,006,544          |
| Contingency                              | -                | -                  | -                  |
| <b>Total Appropriations</b>              | <b>1,006,544</b> | <b>-</b>           | <b>1,006,544</b>   |
| Total Unappropriated and Reserve Amounts | -                | (3,917,755)        | (3,917,755)        |
| <b>Total Requirements</b>                | <b>1,006,544</b> | <b>(3,917,755)</b> | <b>(2,911,211)</b> |

**Section 3.** This Resolution shall be effective upon its approval and adoption.

**Duly passed by the URA Board this 6<sup>th</sup> day of October, 2026.**

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Tim Rosener, Chair

Attest:

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Sylvia Murphy, MMC, Agency Recorder

**Exhibit 1**  
**Requested appropriations by source of funding**

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