

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

MARJORIE STEWART SENIOR CENTER
855 N. SHERWOOD BLVD.

TUESDAY, JANUARY 28, 2003 FOLLOWING THE REGULAR CITY COUNCIL MTG

1. Call to Order
2. Roll Call
3. Consent Agenda – approve the minutes from the October 10, 2002 URA Board of Directors meeting (Wiley)
4. Announcement for the record that by Sherwood City Council Resolution 2002-013, oversight for the Morback House RFP process has been assigned to the District Administrator Ross Schultz and the members of SURPAC (Sherwood’s Urban Renewal Advisory Committee)
5. URA Resolution 2003-001 Authorizing the District Administrator to Establish a Façade Program. (Schultz)

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

MARJORIE STEWART SENIOR CENTER
855 N. SHERWOOD BLVD.

TUESDAY, JANUARY 28, 2003 FOLLOWING THE REGULAR CITY COUNCIL MTG

1. The meeting was called to order at 7:28 p.m.
2. Roll Call: Vice Board Chairman Keith Mays, Board Members Sterling Fox, Dennis Durrell, Dave Heironimus, Dave Grant and Lee Weislogel. Board Chair Mark Cottle was absent. Present for Staff: District Administrator Ross Schultz and District Recorder Chris Wiley.
3. Consent Agenda – approve the minutes from the October 10, 2002 URA Board of Directors meeting (Wiley) Approved: Mays, Fox, Durrell, Heironimus, and Weislogel. Abstain: Grant
4. District Administrator Ross Schultz made the announcement for the record that by Sherwood City Council Resolution 2002-013 passed at the regular Council meeting earlier in the evening, oversight for the Morback House RFP process had been assigned to the District Administrator Ross Schultz and the members of SURPAC (Sherwood’s Urban Renewal Advisory Committee)
5. URA Resolution 2003-001 Authorizing the District Administrator to Establish a Façade Program. (Schultz) UNANIMOUSLY APPROVED BY ALL BOARD MEMBERS PRESENT.
6. The meeting adjourned at 7:36 p.m.

District Board Meeting Date: 2.11.03

Agenda Item: 2003-02

TO: Sherwood Urban Renewal District Board
FROM: Ross Schultz, District Administrator
SUBJECT: Staff Report - **Resolution 2003-02 Urban Renewal Plan First Amendment**

Issue

Should the District Board approve the First Urban Renewal Plan Amendment?

Background

Over the two and ½ years that the District has been functioning, there have been minor issues noted where the plan needs to be adjusted or corrected. Also, at this time the Sherwood Urban Renewal and Plan Advisor Committee (SURPAC) has recommended a list of priority projects. Table 1 – Cost of Project Activities should be adjusted to reflect these priorities.

These changes are mainly administrative and do not change the intent of the plan, the legal description of the property or the amount of money required to accomplish the goals of the district.

Financial Analysis

There is no financial impact to the district of this resolution.

Recommendation

Staff recommends a motion for approval of Resolution 2003 – 02, a resolution adopting the First Urban Renewal Plan Amendment.



Urban Renewal Agency Resolution 2003-002

APPROVING THE FIRST AMENDMENT TO THE SHERWOOD URBAN RENEWAL PLAN AND FORWARDING THE AMENDMENT TO COUNCIL FOR APPROVAL

WHEREAS, the City of Sherwood Urban Renewal Agency as the duly designated Urban Renewal Agency for the City of Sherwood, Oregon ("Agency") is undertaking to carry out the Sherwood Urban Renewal Plan ("Plan") which Plan was approved by the Common Council of the City of Sherwood ("Council") on August 29, 2000 by Ordinance No. 2000-1098; and

WHEREAS, the Agency finds and determines that the Plan should be amended by: (1) inserting properties proposed to be acquired, (2) inserting a section providing information on the benefit to the renewal area provided by public buildings (3) inserting a corrected boundary map to rectify an error in the map attached to the plan adopted by Council Ordinance 2000-1098 (4) revising the description of project activities to clarify the Agency's intent to participate in funding a multi-use public facility (5) revising the definition of substantial amendments to the plan to be consistent with ORS 457.085(i), and

WHEREAS, such Amendment will not cause or increase the maximum indebtedness as provided for with the Plan pursuant to ORS 457.190, but will be undertaken within such maximum indebtedness; and

WHEREAS, the Agency finds that the Amendment has been forwarded to and reviewed by the Sherwood City Planning Commission, and

WHEREAS, the Agency finds that the Amendment has been forwarded to the affected taxing bodies with an invitation to provide comments on the Amendment, and

NOW THEREFORE, BE IT RESOLVED, that the Agency does hereby approve the Amendment to the Plan attached hereto as Exhibit A, and The Report on the Plan attached as Exhibit B

BE IT FURTHER RESOLVED, that such Amendment to Plan shall be forwarded to the Sherwood City Council for its approval, all in accordance with the Plan and applicable legal procedures.

Duly passed by the City of Sherwood Urban Renewal District Board this 11th day of February 2003.

Mark O. Cottle, Board Chairman

ATTEST:

C.L. Wiley, District Recorder

**Exhibit A
CITY OF SHERWOOD
SHERWOOD URBAN RENEWAL PLAN
FIRST AMENDMENT**

INTRODUCTION

The Sherwood Urban Renewal Plan was adopted August 29, 2000, by Ordinance number 2000-1098. This is the First Amendment to the Sherwood Urban Renewal Plan.

The First Amendment to the Sherwood Urban Renewal Plan makes the following changes to the Urban Renewal Plan:

- Inserts a list of properties proposed to be acquired by the urban renewal agency
- Revises the description of project activities to clarify the Agency's intent to participate in funding of a multi-use public facility
- Revises the definition of "substantial" amendments to the Urban Renewal Plan, to be consistent with the type of amendments specifically cited in ORS 457.085(i)
- Inserts a section providing information on the benefit provided to the renewal area by public buildings.
- Inserts a corrected boundary map, reflecting the boundary of the renewal area that was described in the Plan legal description adopted by Ordinance number 2000-1098.

The First Amendment to the Sherwood Urban Renewal Plan will be undertaken as an amendment to the Plan requiring adoption by a non-emergency Ordinance of the City Council. Prior to the Council hearing on the Ordinance, the First Amendment will be sent to the City Planning Commission for comment, and to affected taxing bodies for their review and comment. The First Amendment to the Plan does not change the maximum indebtedness that can be undertaken under the Plan, or add land in excess of 1% of the plan acreage, and therefore does not require special notice as provided in ORS 457.120

In the following sections, additions and new wording are shown in ***Bold Italics***, deleted wording is shown in ~~strikeover~~. The sections of the Urban Renewal Plan changed by the First Amendment follow.

Section 100B of the Plan is changed as follows:

100. THE URBAN RENEWAL PLAN

B. The Renewal Plan Area Boundary

The boundary of the renewal area is shown in ***First Amendment to*** Exhibit 1, attached to this plan.

Section 500 of the Plan is changed as follows:

500. DESCRIPTION OF PROJECTS TO BE UNDERTAKEN

503. Acquisition and Redevelopment of Property

C. Properties to be acquired

~~At the time this plan is prepared, no properties are identified for acquisition. If plan amendments to acquire property are approved, a map exhibit shall be prepared showing the properties to be acquired and the property will be added to the list of properties to be acquired. A list of properties proposed to be acquired will be~~ *is* shown in this section of the Plan. The ~~map exhibit~~ *list* shall be ~~appropriately numbered and shall be included in Part Two as an official part of this Urban Renewal Plan.~~

***SHERWOOD URBAN RENEWAL PLAN
LIST OF PROPERTIES TO BE ACQUIRED***

<u><i>Tax Map Number</i></u>	<u><i>Tax Lot Number</i></u>	<u><i>Address/Comments</i></u>
<i>2S132BD</i>	<i>900</i>	<i>Not assigned (vacant).</i>
<i>2S132BD</i>	<i>Right-of-way (railroad)</i>	<i>North of/ adjacent to: t.l.</i>
<i>#4600 & 5301</i>		

504. PUBLIC IMPROVEMENTS

Anticipated Improvements

5. Facilities supportive of the residential and business development of the renewal area, such as meeting, conference, educational, recreational, or cultural spaces. *These facilities include a new multi-purpose public facility in the renewal area, which is expected to provide space for a new library, public meeting facilities, and municipal offices. The Agency is authorized to participate in the funding of this multi-purpose public facility. The benefits to the renewal area are described in Section 1200 of this plan.*

Section 700 of the Plan is changed as follows

700. AMENDMENTS TO THE RENEWAL PLAN

It is anticipated that this Renewal Plan will be reviewed periodically during the execution of the Project. The plan may be changed, modified, or amended as future conditions warrant. Types of Plan amendments are:

A. Substantial Amendments
Substantial amendments consist of

1. Increases in the urban renewal area boundary, in ~~cumulative~~ excess of 1%, shall be a substantial amendment requiring approval per ORS 457.095, and notice as provided in ORS 457.120.
2. Increasing the maximum amount of indebtedness to be issued under the plan shall be a substantial amendments requiring approval per ORS 457.095, and notice as provided in ORS 457.120.
3. ~~The addition of improvements or activities which represent a substantial change in the purpose and objectives of this Plan, and which cost more than \$500,000, shall be a substantial amendment requiring approval per ORS 457.095, but not requiring notice as provided in ORS 457.120. The \$500,000 amount will be adjusted annually from the year 2000 according to the "Engineering News Record" construction cost index for the Northwest area.~~

D. Amendments requiring approval per ORS 457.095

1. *The addition of improvements or activities which represent a substantial change in the purpose and objectives of this Plan, and which cost more than \$500,000, shall be an amendment requiring approval per ORS 457.095, but not requiring notice as provided in ORS 457.120. The \$500,000 amount will be adjusted annually from the year 2000 according to the "Engineering News Record" construction cost index for the Northwest area.*

A new Section 1200 is added to the Plan, as follows:

1200. PUBLIC BUILDINGS BENEFIT TO RENEWAL AREA

Pursuant to ORS457.085(j), this section of the Plan provides information on the benefits of public buildings proposed for funding by the Renewal Agency . The following public buildings have been identified for funding by the Urban Renewal Agency.

A. Multi-Purpose Public Facility

The Renewal Agency will participate in the funding of a multi-purpose public building to be developed within the renewal area. The Renewal Agency will fund a portion of the cost of the public facility. Agency funding reflects the significant benefit the renewal area will derive from locating the facility there. Benefits of the multi-purpose facility include:

1. *Help achieve the objectives of the urban renewal plan.*

Section 302 F. of the Sherwood Urban Renewal Plan makes the development of public facilities an important component of the redevelopment and renewal of the historic center of Sherwood. Section 302F states as its goal:

"Maintain, remodel, and construct public facilities, including the existing City Hall, Library, the Old School, the Hite House, Old City Hall, and a potential library expansion or relocation, to strengthen and reinforce Old Town as the historic center of Sherwood and to serve as an anchor for the Old Town's economy."

2. *Provide an attractor to increase public utilization of the Old Town area of Sherwood.*

A major emphasis of the urban renewal plan is to stimulate new investment in the historic center of Sherwood, and make it a focal point of community activity. Consolidating library, community meeting facilities, and municipal offices in a single facility will bring hundreds of new users into the renewal area on a daily basis, and will provide nighttime activity currently lacking in the area. A one-week count of library users in January, 2003 showed 2889 persons using the facility in the survey period. The lowest average hourly usage during the period was 46 persons per hour. The daily and hourly counts could be expected to rise with a larger, more modern facility, and be of substantial benefit to creating a market for further investment in the renewal area.

3. Help stimulate new private investment in the renewal area.

Construction of new public facilities is a common tool for making significant physical improvements to an urban renewal area, and leading the way for new private investment. The physical improvement to the historic area, and the increase in people making use of the area are expected to act as a catalyst for further private investment in the area. In addition, a market study prepared for the Sherwood Renewal Agency in December 2000 noted that the population of the intermediate (5 mile radius) market area for the Old Town area was rapidly growing. There will be substantial benefit to the renewal area by providing facilities to draw this growing population into the renewal area.

4. Support the overall plan strategy of developing the renewal area as a cultural center.

The overall development strategy for the Sherwood urban renewal plan envisions Old Town Sherwood as a hub of cultural and arts activity for Sherwood and the surrounding community. Locating a library in the Old Town area will support this cultural and arts strategy for the renewal area.

Exhibit B

**SHERWOOD URBAN RENEWAL PLAN
REPORT ON THE FIRST AMENDMENT TO THE PLAN**

INTRODUCTION TO THE REPORT ON THE FIRST AMENDMENT

The Sherwood Urban Renewal Plan was adopted August 29, 2000, by Ordinance number 2000-1098. This is the First Amendment to the Sherwood Urban Renewal Plan.

The First Amendment makes the following changes to the Report on the Urban Renewal Plan:

- Revises the project cost allocations in Table 1 of Section VI of the Report.
- Corrects the acreage of the Plan area

In the following sections, additions and new wording are shown in ***Bold Italics***, deleted wording is shown in ~~strikeover~~. The sections of the Report on the Urban Renewal Plan changed by the First Amendment follow.

Sections IIA (2) of the Report on the Plan is changed as follows:

IIA. Physical Conditions

2. Compliance with Land Area Requirements of ORS457

ORS 457.420(2)(a)(B) provides that the total land area of a proposed urban renewal area, when added to the land area of existing active urban renewal plans, may not exceed 25% of the City's total land area. The total acreage within the City of Sherwood is 2580 acres. The acreage within the urban renewal area is ~~410.6~~ ***591*** acres, or ~~15.9%~~ ***22.9%*** of the total acreage in the City.

Table 1 of Section VI of the Report on the Plan is changed as follows:

TABLE 1 - COST OF PROJECT ACTIVITIES

	Cost, Year 2000	Cost, Inflated
Curb, Sidewalk Streets		
Support traffic and beautification improvements along Hwy. 99W	\$500,000	\$650,000
Downtown streetscape-curb extensions and ADA ramps	\$1,105,000	\$1,436,500
Oregon Street Realignment and Improvements	\$2,195,000 \$2,695,000	\$2,853,500
		\$3,503,500
N. Sherwood Blvd Imp	\$1,200,000	\$1,560,000
Alley improvements	\$260,000	\$338,000
Traffic management improvements in Old Town	\$100,000	\$130,000
Adams Street Enhancements	\$1,125,000	\$1,462,500
Edy Road impr. related to Police Station	\$45,000	\$58,500
Washington Hill Area Improvements	\$2,012,000	\$2,615,600
Gateway project - Century Drive/N. Sherwood Blvd.	\$50,000	\$65,000
Parks and Open Space		
Old Town Square and Open Space	\$2,500,000 \$3,500,000	\$3,250,000
		\$4,550,000
Park expansion project at public works shop site	\$700,000 \$100,000	\$910,000 \$130,000
Trails and general improvements to Cedar Creek Parkway	\$40,000	\$52,000
Improve park connections from Old Town	\$100,000	\$130,000
Public Facilities		
Civic Building Reuse/Revitalization	\$1,875,000	\$2,437,500
Performing Arts Strategy	\$3,300,000 \$4,900,000	\$4,290,000
		\$6,370,000
Participate in funding of library improvements	\$3,000,000 \$500,000	\$3,900,000
		\$650,000
Joint public use facility with School District	\$100,000	\$130,000
Parking	\$450,000	\$585,000
Old Town Police Storefront support	\$100,000	\$130,000
Building Rehabilitation		
Old Town Housing, rehab & redevelopment	\$250,000	\$325,000
Comm. Revitalization - Commercial building rehab. assistance	\$375,000	\$487,500
Washington Hill Area Housing Rehabilitation	\$250,000	\$325,000
Redevelopment and New Construction		
N. Railroad Area Redevelopment	\$1,060,000	\$1,378,000
Cannery Area Redevelopment	\$1,860,000	\$2,418,000

Tannery Clean-up Technical Assistance	\$100,000	\$130,000
Cedar Creek Greenway Expansion and Redevelopment	\$1,000,000	\$1,300,000
Total, capital Costs	\$25,652,000	\$33,347,600
Project Administration, Planning, Technical and Finance services, renewal area marketing, and support	\$2,000,000	\$2,000,000
Total Project Costs	\$27,652,000	\$35,347,600

There are no changes to other sections of the Report on the Plan.

Approved Meeting Minutes

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