

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

CITY OF SHERWOOD POLICE FACILITY
20495 SW BORCHERS ROAD
TUESDAY, MARCH 23, 2004
FOLLOWING THE REGULAR CITY COUNCIL MTG

- 1. Call to Order**
- 2. Roll Call**
- 3. Consent Agenda**
 - A. Approve Minutes from the January 27, 2004 URA Board meeting
- 4. Other Business**
 - A. **Minor Amendment to Urban Renewal Plan** (District Administrator Ross Schultz) *Document provided at the meeting.*
 - B. **Adopt City Employee Manual** (District Manager Jim Patterson) *Document provided at meeting.*
- 5. Adjourn**

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

**CITY OF SHERWOOD POLICE FACILITY
20495 SW BORCHERS ROAD
SHERWOOD, OR 97140**

TUESDAY, JANUARY 27, 2004

- 1. Call to Order:** Chair Cottle called the meeting to order at 7:53 p.m.
- 2. Roll Call:** Chair Cottle, Co-chair Mays, Mr. Durrell, Mr. Heironimus, Mr. Fox, Mr. Grant, and Mr. Weislogel.

3. Consent Agenda

District Administrator Ross Schultz pulled item "C" for discussion at the next meeting.

- A.** Approve January 13, 2003 Meeting Minutes (Deputy City Recorder Donna Martin)
- B.** URA Resolution 2004-003, transferring appropriations (Finance Director Chris Robuck)
- C.** Discuss Urban Renewal Plan (District Administrator Ross Schultz)

UNANIMOUSLY APPROVED BY ALL MEMBERS PRESENT.

- 4. Other Business:** Chair Cottle requested that he, Co-chair Mays and Mr. Weislogel be present at the interviews for the District Manager position. Staff concurred.
- 5. Adjourn:** Chair Cottle adjourned the meeting at 7:55 p.m.

Date: 3.23.04

Agenda Item: 1

TO: Sherwood Urban Renewal District Board
FROM: Ross Schultz, District Administrator
SUBJECT: Staff Report - **Resolution 2004-004 Urban Renewal Plan Second Amendment**

Issue

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

Background

In the summer of 2003 architects were hired to begin designing the downtown streets and the Sherwood Civic Building. As the work progressed more detailed cost estimates were developed. Estimates indicated that both projects were going to cost significantly more than originally budgeted. In light of those estimates Sherwood Urban Renewal and Plan Advisory Committee (SURPAC) was asked to review the list of projects in the Urban Renewal Plan and reprioritize the projects. That reprioritization is reflected in Table 1 – Cost of Project Activities.

A minor change has been made to the Performing Arts goal of the Urban Renewal Plan. The change expands arts to include a wider range of activity than just performing arts.

Another minor addition was made to the Promote Private Development Goal. A fourth objective was added to develop a strategy to make sports tournaments a contributor to economic revitalization of Old Town.

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 that the “must have” projects on the list are those two phases of the transportation funding and the Cultural Arts Strategy and that we not initiate any new projects in the pipeline until the construction bids come in on phases 1 & 2 of the street plan.

Staff also recommends a motion for approval of Resolution 2004-004, a resolution adopting the Second Urban Renewal Plan Amendment.



Urban Renewal Agency Resolution 2004-004

APPROVING THE SECOND AMENDMENT TO THE SHERWOOD URBAN RENEWAL PLAN

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; amended on February 11, 2003 by URA Resolution 2003-002 and

WHEREAS, the Agency finds and determines that the Plan should be amended by: (1) revising the Cost of Project Activities Table to more accurately reflect the Agency's estimate of the cost of the projects (2) revising the Agency's Performing Arts Goal to reflect a wider range of activities (3) revising the Agency's Promote Private Development goal to include an objective relative to Tournament Town Northwest and (4) more accurately reflect the current view of the description of project activities to clarify the Agency's intent to participate in funding an indoor soccer facility, (5) that the new activity, addition of a public soccer facility, is consistent with Plan Objectives A and F and

WHEREAS, the Agency finds and determines that the Plan can be most clearly and most directly amended by resolution, and

WHEREAS, such Amendment does not change the general purpose of the activities and projects in the plan, 'to eliminate blight and the cause of blight and intended to create an environment in which the private sector may develop uses compatible with the purposes of this plan', and

WHEREAS, the Agency finds that the increase in funding of the downtown streets, multi-purpose public facility and recreational facilities improvements project better meets the goals of the Plan 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

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

Duly passed by the City of Sherwood Urban Renewal District Board this 23rd day of March 2004.

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 and amended February 11, 2003 by Ordinance 2003-002. This is the Second Amendment to the Sherwood Urban Renewal Plan.

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

- Inserts a section providing information on the benefit provided to the renewal area by public buildings.
- Minor modification of the Performing Arts goal to reflect a wider range of activity.
- Addition of a new objective under the Promote Private Development for Tournament Town Northwest.
- Changing all references from Performing Arts to Cultural Arts.

The sections of the Urban Renewal Plan changed by the Second Amendment follow.

302 Renewal Plan Goals and Objectives

A. Promote Private Development

Goal: To promote private development, redevelopment, and rehabilitation in both Old Town and Six Corners to help create jobs, tax revenues, and self-sustaining, vital, and vibrant commercial districts.

Objectives:

- 1. Enhance the environment for development and investment through improvements to streets, streetscapes, parks, and public buildings and spaces.
- 2. Assist property owners in rehabilitating buildings so they can accommodate more intensive and dynamic commercial activity.
- 3. Help create economic vitality by creating activities and encouraging uses that bring a significant number of potential shoppers and investors to each district.
- 4. Develop a strategy to make sports tournaments a contributor to economic revitalization of Old Town.
 - a. Construct recreational facilities that attract sports tournaments to Sherwood.
 - b. Develop a business strategy that encourages sports clubs to use the recreational facilities for sports tournaments.

G. Cultural Arts

Deleted: Performing

Goal: Develop a strategy to make cultural arts a contributor to Sherwood's culture and economy focusing efforts on Old Town.

Deleted: performing

Deleted: a major backbone of

Objectives:

- 1. Develop a cultural arts strategy based on both public and private investment and on-going operations.
- 2. Evaluate the need for additional performing arts venues and activities including the Stella Olson Park Amphitheater, the Old School, and potentially a new theater, and program for the provision of those facilities.

Deleted: performing

Deleted: <#>Evaluate the Robin Hood Theater to determine and program needed improvements to meet an economically viable performing arts role.¶

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. These facilities also include an indoor soccer facility. 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.

A new Section 1200 B 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.

B. Indoor Soccer Field Public Facility

The Renewal Agency will participate in the funding of an indoor soccer field which is a 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 indoor soccer facility follow.

Exhibit B

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

INTRODUCTION TO THE REPORT ON THE SECOND AMENDMENT

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

The Second 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.
- Revises the format of Table 1 Section VI of the Report
- Consolidates project previously shown as separate projects
 1. Alley Improvements, Traffic management improvements in Old Town and Oregon Street realignment and improvements were consolidated into Downtown streetscape-curb extensions and ADA ramp.
 2. Civic Building Reuse/Revitalization was consolidated with Participate in funding of multi-use facility

The total cost of projects in Table 1 remains the same and the new Table 1 requires on change to the plan's maximum indebtedness.

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

TABLE 1 - COST OF PROJECT ACTIVITIES

Curb, Sidewalk Streets	Cost, Year 2000	Cost, Inflated	Costs Inflated revised	
Support traffic and beautification improvements along Hwy. 99W	\$500,000	\$650,000		\$0
Downtown streetscape-curb extensions and ADA ramps	\$1,105,000	\$1,436,500	\$10,000,000	
Oregon Street Realignment and Improvements	\$2,195,000	\$2,853,500		\$0
N. Sherwood Blvd Imp	\$1,200,000	\$1,560,000		\$0
Alley improvements	\$260,000	\$338,000		\$0
Traffic management improvements in Old Town	\$100,000	\$130,000		\$0
Adams Street Enhancements	\$1,125,000	\$1,462,500	\$1,950,000	
Edy Road impr. related to Police Station	\$45,000	\$58,500		\$0
Washington Hill Area Improvements	\$2,012,000	\$2,615,600		\$0
Gateway project—Century Drive/N. Sherwood Blvd.	\$50,000	\$65,000		\$0
Phase 3-5 downtown street plan			\$4,500,000	
Parks and Open Space				
Old Town Square and Open Space	\$2,500,000	\$3,250,000		\$0
Park expansion project	\$700,000	\$910,000		\$0
Trails and general improvements to Cedar Creek Parkway	\$40,000	\$52,000	\$130,000	
Improve park connections from Old Town	\$100,000	\$130,000		\$0
Improvements to recreational facilities in the District			\$1,000,000	
Public Facilities				
Civic Building Reuse/Revitalization	\$1,875,000	\$2,437,500		\$0
Cultural Arts Strategy	\$3,300,000	\$4,290,000	\$1,000,000	Deleted: Performing
Participate in funding of multi-use facility	\$3,000,000	\$3,900,000	\$8,000,000	Deleted: library improvements
Joint public use facility with School District	\$100,000	\$130,000		\$0
Parking	\$450,000	\$585,000	\$585,000	
Old Town Police Storefront support	\$100,000	\$130,000		\$0
Improvements to recreational fields in the URD			\$610,000	
Building Rehabilitation				
Old Town /Washington Housing, rehab & redevelopment	\$250,000	\$325,000	\$25,000	
Comm. Revitalization - Commercial building rehab. assistance	\$375,000	\$487,500	\$487,500	
Washington Hill Area Housing Rehabilitation	\$250,000	\$325,000		\$0
Old Town Façade grant program			\$150,000	
Redevelopment and New Construction				
N. Railroad Area Redevelopment	\$1,060,000	\$1,378,000	\$1,500,000	
Cannery Area Redevelopment	\$1,860,000	\$2,418,000	\$1,500,000	

Tannery Clean-up Technical Assistance	\$100,000	\$130,000	<u>\$130,000</u>
Cedar Creek Greenway Expansion and Redevelopment	\$1,000,000	\$1,300,000	<u>\$975,000</u>
<u>High speed communication lines</u>			<u>\$300,000</u>
<u>Contingency</u>			<u>\$800,000</u>
Total, capital Costs	\$25,652,000	\$33,347,600	<u>\$33,642,500</u>
Project Administration, Planning, Technical and Finance services, renewal area marketing, and support	\$2,000,000	\$2,000,000	<u>\$1,705,100</u>
Total Project Costs	\$27,652,000	\$35,347,600	<u>\$35,347,600</u>

Table 1 of Section VI of the Report on the Plan is replaced by the new Table 1 that follows.

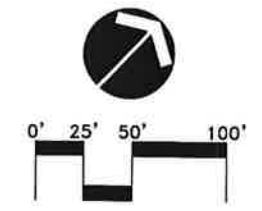
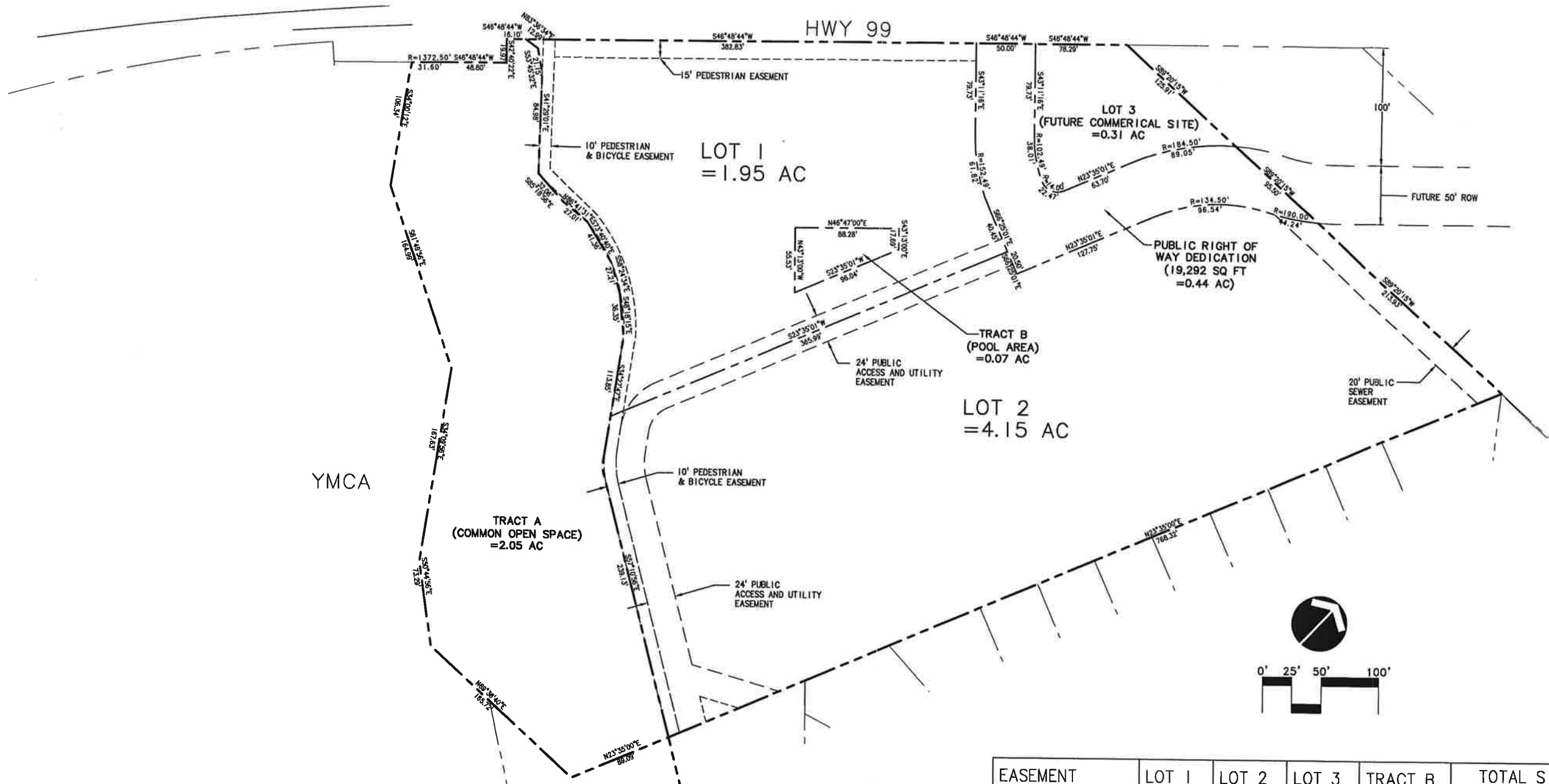
Columns 1, 2 and 3 of this table follow the format of the previous Table 1. The Rolling Total Column creates a cumulative total of the projects in order to determine when the total district indebtedness is met. The next 6 columns list each of the goals included in the Sherwood Urban Renewal Plan. The Sherwood Urban Renewal and Plan Advisory Committee (SURPAC) reviewed each project and assigned a 0-2 priority points to each. The total assigned points, in the final column on the spreadsheet, determine the priority of each project.

Projects that fall below the first solid line are currently unfunded project. Projects below the second solid line are projects that have been consolidated with other projects as described above.

TABLE 1 - COST OF PROJECT ACTIVITIES Description of Project	Revised Plan 2003	Revised Plan 2004	Rolling Total	GOALS						Total
				Promote private develop- ment	Upgrade Building Stock	Improve & Repair Utilities	Parking Facilities	Maint. remodel & const Public Facilities	Cultural Arts	
Project administration, planning, technical and finance services, renewal area marketing, and support	2,000,000	1,705,100	1,705,100							
Contingency	-	800,000	2,505,100							
Façade Grant Program	-	150,000	2,655,100							
Field House Indoor Soccer Facility	-	610,000	3,265,100							
Cannery Area redevelopment	2,418,000	1,500,000	4,765,100	2			2	1	0	9
Downtown streetscape-curb extensions and ADA ramp	1,436,500	10,000,000	14,765,100	2	2	2	1	2	0	9
Phases 3-5 of street plan	-	4,500,000	19,265,100	2	2	2	2	0	0	8
Cultural Arts Strategy	4,290,000	1,000,000	20,265,100	1	2	0	0	1	2	6
Participate in funding of multi-use facility*	3,900,000	8,000,000	28,265,100	2	2	0	0	2	0	6
N. Railroad Area Redevelopment	1,378,000	1,500,000	29,765,100	2	2	1	1	0	0	6
Parking	585,000	585,000	30,350,100	2	0	0	2	2	0	6
High speed communication	-	300,000	30,650,100	2	1	2	0	0	1	6
Improvements to recreational fields in the URD	-	1,000,000	31,650,100	2	1	0	0	2	0	5
Comm. Revitalization - Commercial building rehab	487,500	487,500	32,137,600	2	2	0	0	0	0	4
Old Town/Washington Hill Housing, rehab &	325,000	25,000	32,162,600	2	2	0	0	0	0	4
Tannery Clean-up Technic. Assistance	130,000	130,000	32,292,600	2	2	0	0	0	0	4
Adams Street enhancements	1,462,500	1,950,000	34,242,600	2	0	1	0	1	0	4
Trails and general improvements to Cedar Creek	52,000	130,000	34,372,600	2	0	0	0	2	0	4
Cedar Creek Greenway Expansion and Redevelopment	1,300,000	975,000	35,347,600	2	0	0	0	2	0	4
Projects below are currently unfunded projects										
Washington Hill Area Improvements	2,515,600	4,000,000	39,347,600	0	0	2	0	2	0	4
Park expansion project	910,000	910,000	40,257,600	0	0	0	0	2	1	3
Old Town Square and Open Space	3,250,000	750,000	41,007,600	1	0	0	0	2	0	3
N. Sherwood Blvd Imp	1,580,000	1,580,000	42,587,600	1	0	2	0	0	0	3
Old Town Police Storefront Support	130,000	-	42,567,600	0	0	0	0	0	0	0
Improve park connections from Old Town	130,000	-	42,567,600	0	0	0	0	0	0	0
Washington Hill Area Housing Rehabilitation	325,000	-	42,567,600	0	0	0	0	0	0	0
Gateway project - Century Drive/N. Sherwood Blvd	65,000	-	42,567,600	0	0	0	0	0	0	0
Edy Road impr. Related to Police Station	59,500	-	42,567,600	0	0	0	0	0	0	0
Joint public use facility with School District	130,000	-	42,567,600	0	0	0	0	0	0	0
Support traffic and beautification improvements along	550,000	-	42,567,600	0	0	0	0	0	0	0
Projects below have been consolidated with other projects										
Alley improvements	338,000	-	42,567,600	1	0	0	0	0	0	1
Traffic management improvements in Old Town	130,000	-	42,567,600	0	0	0	0	0	0	0
Civic Building Reuse/Revitalization	2,437,500	-	42,567,600	0	0	0	0	0	0	0
Oregon Street realignment and improvements	2,853,500	-	42,567,600	0	0	0	0	0	0	0
Total Unbudgeted Projects	35,347,600	42,567,600								
Total for Goals				32	20	14	8	21	4	99
Ratings designate how well the project supports the goal										
0 = Does not support										
1 = Minimal support of the goal										
2 = Critical support of the goal										
* \$1.8M is budgeted to be reimbursed from sale of City buildings.										

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

LIST
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 0385-1
 0385-2
 0385-C
 4001
 4230
 46F
 311
 116L
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 0190



EASEMENT	LOT 1 (SF)	LOT 2 (SF)	LOT 3 (SF)	TRACT B (SF)	TOTAL SITE AREAS (SF)
SEWER	0	4,482	0	0	4,482
PUBLIC ACCESS /UTILITY	4,095	12,160	0	0	16,255
PEDESTRIAN /BICYCLE	8,832	2,834	0	0	11,666

L: BRANT 03/19/04 3:38pm --> R: DWG_0879EX04.DWG

NO.	DATE	BY	REVISION COMMENTS

K & F Development, LLC
 2460 SW 187th Ave.
 Beaverton, OR 97007
 Phone: (503) 572-0467
 Fax: (503) 259-2419

WOODHAVEN CROSSING
 PLANNED UNIT DEVELOPMENT
 PRELIMINARY PLAN



17855 SW Boones Ferry Rd.
 Lake Oswego, Oregon 97035
 Phone: (503) 635-3818
 FAX: (503) 635-5395
 Internet: WWW.OTAK.COM

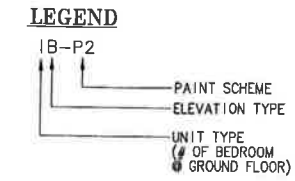
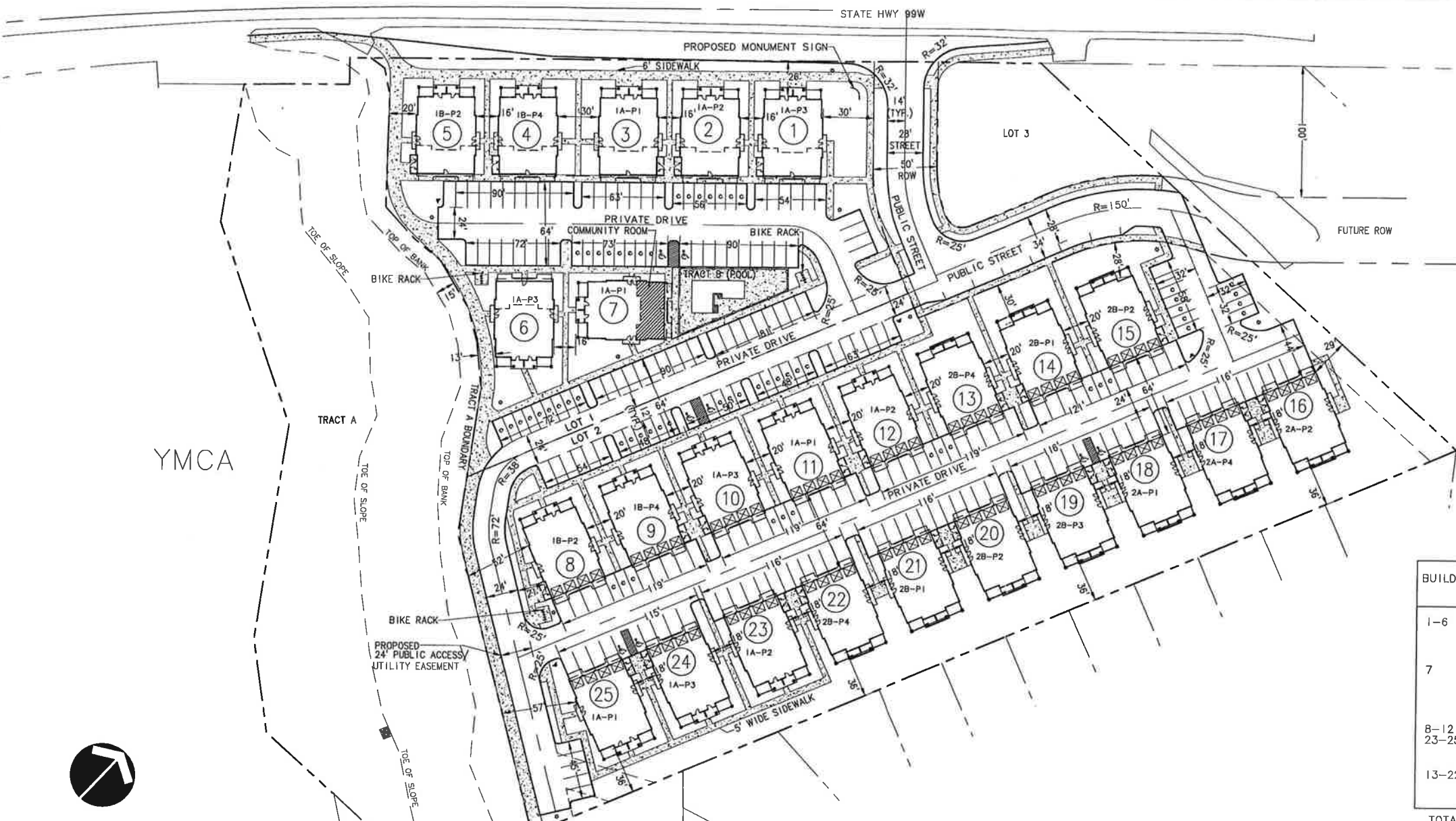
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 Project No. Drawing No.

4
 Sheet No.

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UPDATED 3/19/2004
 PLANNING SUBMITTAL-1/26/2004

LIST
 No: 50
 Ived
 X385-1
 X385-2
 X385-C
 X001
 X230
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PARKING COUNT

GARAGES	72
ON-STREET SPACES (ROW)	6
(NOT APPLIED TO OVERALL PARKING COUNT)	
TANDEM DRIVEWAY SPACES	72
HANDICAP SPACES	8
ON-SITE SURFACE SPACES:	
STANDARD	101
COMPACT (c)	60
TOTAL PARKING SPACES PROVIDED	241

UNIT TYPE	# UNITS	REQUIRED PARKING RATIO	REQUIRED PARKING SPACES
1 BEDROOM	32	1.25	40
2 BEDROOM	74	1.50	111
3 BEDROOM	50	1.75	88
TOTAL	157		239

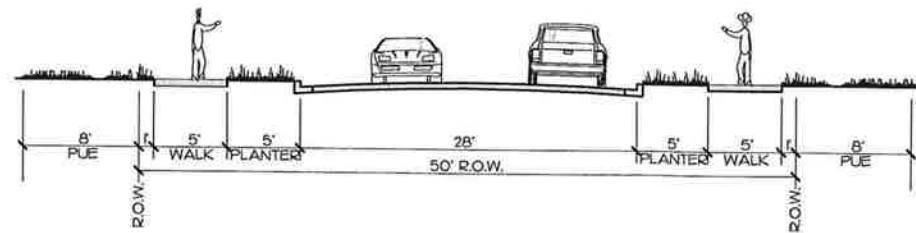
BUILDING	NUMBER OF RESIDENTIAL UNITS	UNIT TYPES IN BLDG.	GARAGE PARKING SPACES	RESIDENTIAL SPACE PER BLDG. (SQ. FT.)
1-6	7	THREE, 1 BEDROOM FLAT TWO, 2 BEDROOM TWO STORY TWO, 3 BEDROOM TWO STORY	0	8,207
7	6	TWO, 1 BEDROOM FLAT TWO, 2 BEDROOM TWO STORY TWO, 3 BEDROOM TWO STORY	0	7,280
8-12 23-25	6	TWO, 1 BEDROOM FLAT TWO, 2 BEDROOM TWO STORY TWO, 3 BEDROOM TWO STORY	4	7,280
13-22	6	TWO, 2 BEDROOM FLAT TWO, 2 BEDROOM TWO STORY TWO, 3 BEDROOM TWO STORY	4	7,280

TOTAL RESIDENTIAL: 187,489 SQ. FT.

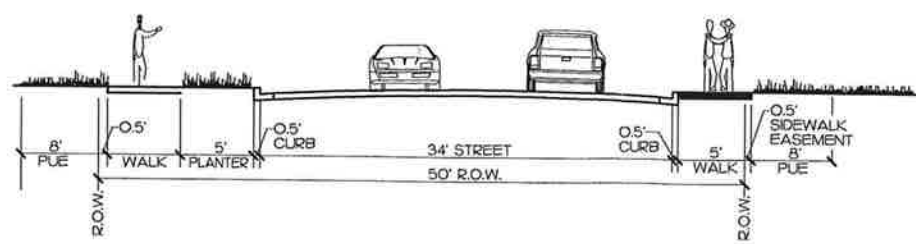
LANDSCAPED REQUIREMENTS IN PARKING AREAS:

	LOT 1	LOT 2
DESIGNATED PARKING AREA=	19,335 SF	34,907 SF
REQUIRED LANDSCAPE AREA= (10% OF DESIGNATED PARKING)	1,934 SF	3,491 SF
PROPOSED LANDSCAPE AREA= (AREA)	2,709 SF	4,124 SF

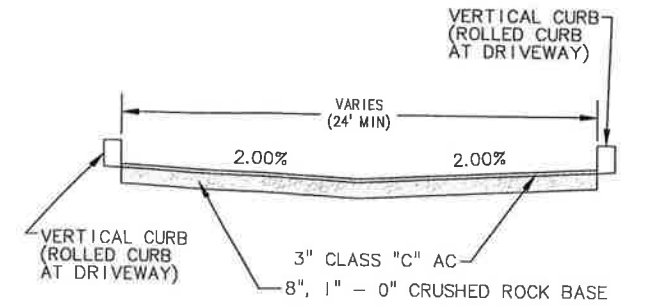
GENERAL NOTE:
 1. ALL INTERNAL SIDEWALKS ARE 4' (MIN.)



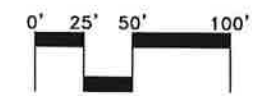
PROPOSED PUBLIC DRIVE 28' STREET SECTION
 N.T.S.



PROPOSED PUBLIC DRIVE 34' STREET SECTION
 N.T.S.



PRIVATE STREET TYPICAL SECTION
 N.T.S.



L: BRANTF 03/19/04 3:37pm --> R: \DMS\0879EX05.DWG

NO.	DATE	BY	REVISION COMMENTS

K & F Development, LLC
 2460 SW 187th Ave.
 Beaverton, OR 97007
 Phone: (503) 572-0467
 Fax: (503) 259-2419

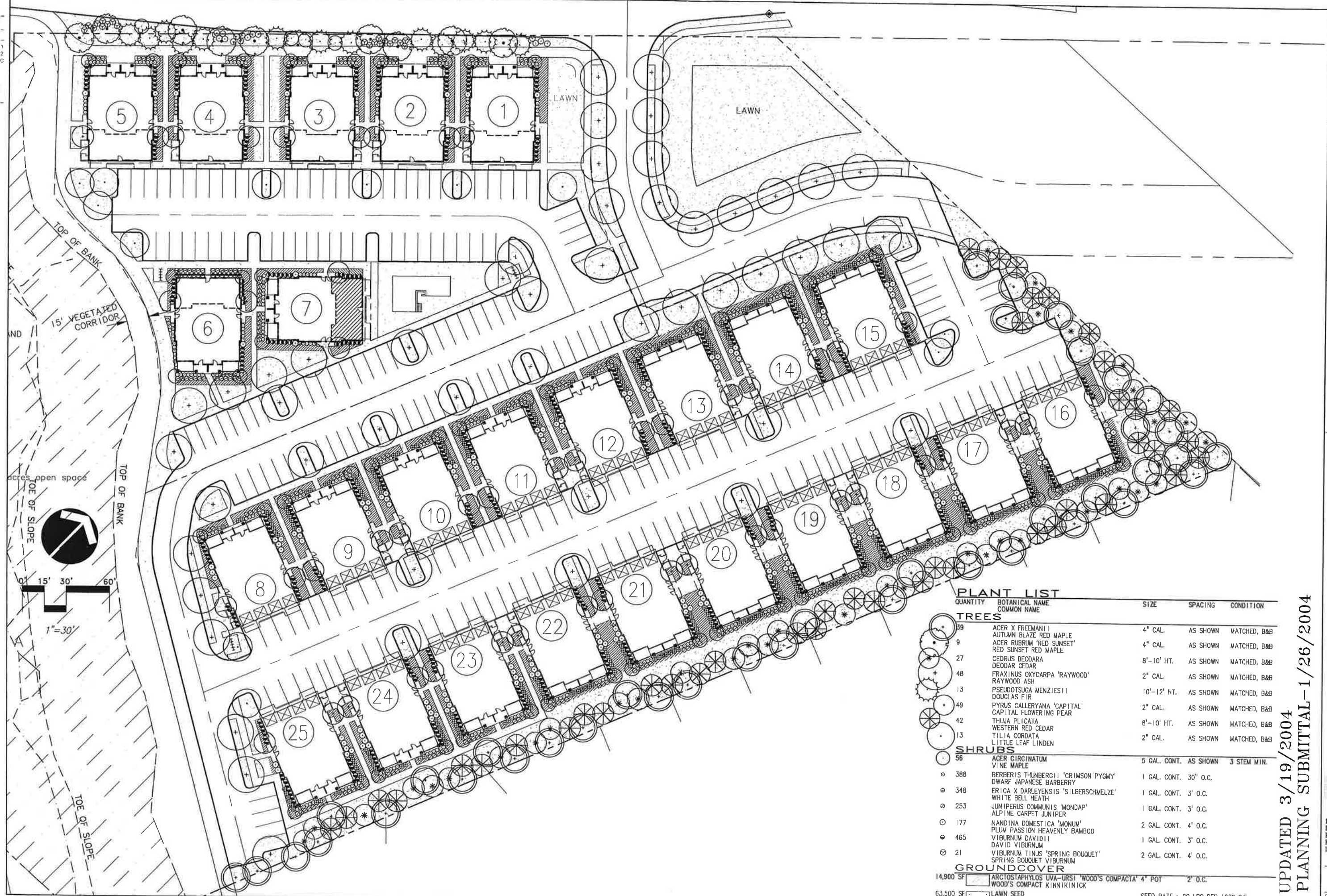
WOODHAVEN CROSSING
 PLANNED UNIT DEVELOPMENT
 PRELIMINARY SITE PLAN

otak
 Incorporated
 17355 SW Boones Ferry Rd.
 Lake Oswego, Oregon 97035
 Phone: (503) 635-3618
 FAX: (503) 635-5395
 Internet: WWW.OTAK.COM

11879 D879EX05
 Project No. Drawing No.
5
 Sheet No.

UPDATED 3/19/2004
 PLANNING SUBMITTAL-1/26/2004

LIST
 1/16/04
 1/16/04
 X385-1
 X385-2
 X385-C
 X001
 x2,10



PLANT LIST

QUANTITY	BOTANICAL NAME COMMON NAME	SIZE	SPACING	CONDITION
TREES				
39	ACER X FREEMANII AUTUMN BLAZE RED MAPLE	4" CAL.	AS SHOWN	MATCHED, B&B
9	ACER RUBRUM 'RED SUNSET' RED SUNSET RED MAPLE	4" CAL.	AS SHOWN	MATCHED, B&B
27	CEDRUS DEODARA DEODAR CEDAR	8'-10' HT.	AS SHOWN	MATCHED, B&B
48	FRAXINUS OXYCARPA 'RAYWOOD' RAYWOOD ASH	2" CAL.	AS SHOWN	MATCHED, B&B
13	PSEUDOTSUGA MENZIESII DOUGLAS FIR	10'-12' HT.	AS SHOWN	MATCHED, B&B
49	PYRUS CALLERYANA 'CAPITAL' CAPITAL FLOWERING PEAR	2" CAL.	AS SHOWN	MATCHED, B&B
42	THUJA PLICATA WESTERN RED CEDAR	8'-10' HT.	AS SHOWN	MATCHED, B&B
13	TILIA CORDATA LITTLE LEAF LINDEN	2" CAL.	AS SHOWN	MATCHED, B&B
SHRUBS				
56	ACER CIRCINATUM VINE MAPLE	5 GAL. CONT.	AS SHOWN	3 STEM MIN.
388	BERBERIS THUNBERGII 'CRIMSON PYGMY' DWARF JAPANESE BARBERRY	1 GAL. CONT.	30" O.C.	
348	ERICA X DARLEYENSIS 'SILBERSCHMELZE' WHITE BELL HEATH	1 GAL. CONT.	3' O.C.	
253	JUNIPERUS COMMUNIS 'MONDAP' ALPINE CARPET JUNIPER	1 GAL. CONT.	3' O.C.	
177	NANDINA DOMESTICA 'MONUM' PLUM PASSION HEAVENLY BAMBOO	2 GAL. CONT.	4' O.C.	
465	VIBURNUM DAVIDII DAVID VIBURNUM	1 GAL. CONT.	3' O.C.	
21	VIBURNUM TINUS 'SPRING BOUQUET' SPRING BOUQUET VIBURNUM	2 GAL. CONT.	4' O.C.	
GROUND COVER				
14,900 SF	ARCTOSTAPHYLOS UVA-URSI 'WOOD'S COMPACTA' 4" POT WOOD'S COMPACT KINNIKINICK	2" O.C.		
63,500 SF	LAWN SEED PRO-TIME #303 SUN MIX BLEND	SEED RATE : 20 LBS PER 1000 S.F.		

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WOODHAVEN CROSSING
 PLANNED UNIT DEVELOPMENT
 PRELIMINARY LANDSCAPE PLAN

otak
 Incorporated
 17355 SW Boones Ferry Rd.
 Lake Oswego, Oregon 97035
 Phone: (503) 635-3618
 FAX: (503) 635-5395
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11879 L879EX13
 Project No. Drawing No.
 13
 Sheet No.

NO.	DATE	BY	REVISION COMMENTS

Design Drawn: KS
 Checked: KS
 Date: 07/17/2003
 Initial Issue Date: 07/17/2003

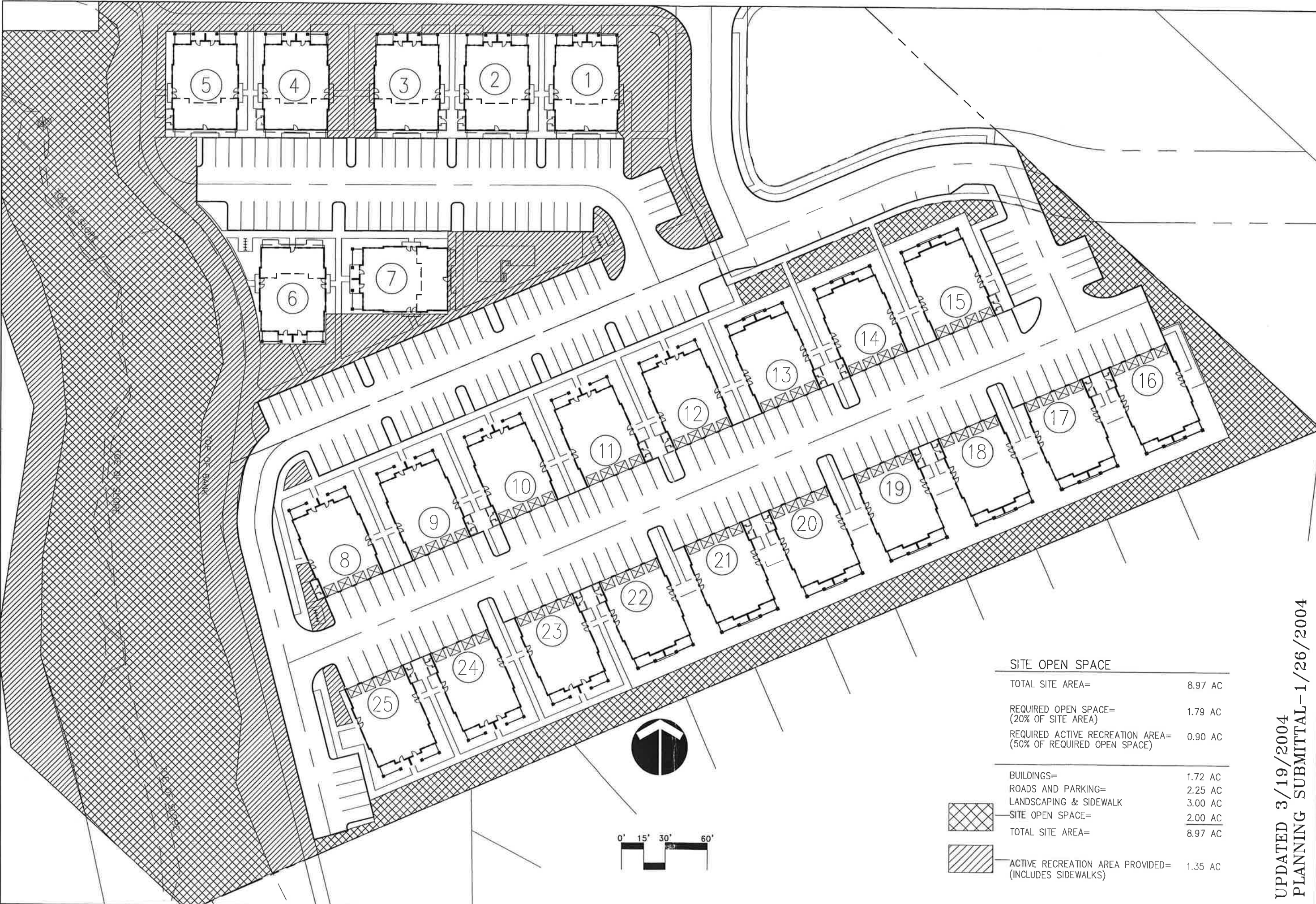
L: BRANT: 03/19/04: 3:34pm -> R: DWG: L879EX13.DWG

UPDATED 3/19/2004
 PLANNING SUBMITTAL - 1/26/2004

LIST
 11: 50
 1/2" = 1' = 1/2" = 1' = 1/2" = 1'

X385-1
 X385-2
 X385-C
 X001
 X230
 X700
 10
 40

L: BRANTF 03/19/04 3:13pm --> R: \DWC\1879EX15.DWG



SITE OPEN SPACE

TOTAL SITE AREA=	8.97 AC
REQUIRED OPEN SPACE= (20% OF SITE AREA)	1.79 AC
REQUIRED ACTIVE RECREATION AREA= (50% OF REQUIRED OPEN SPACE)	0.90 AC

BUILDINGS=	1.72 AC
ROADS AND PARKING=	2.25 AC
LANDSCAPING & SIDEWALK	3.00 AC
SITE OPEN SPACE=	2.00 AC
TOTAL SITE AREA=	8.97 AC

ACTIVE RECREATION AREA PROVIDED= (INCLUDES SIDEWALKS)	1.35 AC
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NO.	DATE	BY	REVISION COMMENTS

K & F Development, LLC
 2460 SW 187th Ave.
 Beaverton, OR 97007
 Phone: (503) 572-0467
 Fax: (503) 259-2419

WOODHAVEN CROSSING
 PLANNED UNIT DEVELOPMENT
 OPEN SPACE/RECREATIONAL AREA ANALYSIS

otak
 Incorporated
 17355 SW Boones Ferry Rd.
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11879 1879EX15
 Project No. Drawing No.
15
 Sheet No.

UPDATED 3/19/2004
 PLANNING SUBMITTAL-1/26/2004

Approved Minutes

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

CITY OF SHERWOOD POLICE FACILITY
20495 SW BORCHERS ROAD
SHERWOOD, OR 97140

TUESDAY, March 23

1. **Call to Order:** Chair Cottle called the meeting to order at 8:25 p.m.
2. **Roll Call:** Chair Cottle, Co-Chair Mays, Mr. Durrell, Mr. Fox, Mr. Grant, Mr. Heironimus and Mr. Weislogel
3. **Consent Agenda**

A. Approve Minutes from the February 24, 2004 URA Board Meeting – It was noted the Minutes to be approved are from the January 27, 2004 URA Board Meeting

UNANIMOUSLY APPROVED BY ALL MEMBERS PRESENT

4. **Other Business**

A. **Introduction of Urban Renewal District Manager** (District Administrator Ross Schultz) Jim Patterson was introduced as the Urban Renewal District Manager and only Urban Renewal District employee. Mr. Schultz requested item B (Adopt City Employee Manual) pulled from the agenda. Mr. Patterson will bring this item forward at the next URA Board of Directors meeting.

B. **Adopt City Employee Manual** (District Manager Jim Patterson) This item was pulled from the agenda.

C. **Minor Amendment to Urban Renewal Plan** (District Administrator Ross Schultz and Senior Project Manager Jenni Lipscomb)

1. Resolution 2004-004 was distributed to Council for consideration. (See Attachment A to these minutes). Ms. Lipscomb noted the resolution reflects recommendations made by Sherwood Urban Renewal Policy Advisory Committee (SURPAC) regarding changes the Board had previously requested.

2. Staff recommends the “must have” projects on the list are the two phases of transportation funding and the Cultural Arts Strategy. It is suggested no new projects be initiated until the construction bids are in on Phases 1 & 2 of the Street Plan.

3. Mr. Durrell stated there are two factors at work: a) priorities are based on the quality of the projects, and b) a chronological factor. Because the numbers are budgetary, there could be a situation in which a higher priority project could be displaced by a lower priority project simply because the lower priority project could be built first. SURPAC recommends waiting a year to start any new projects.

4. Urban Renewal District Manager Jim Patterson indicated SURPAC wants to assure projects “in the pipeline” like the library, all phases of the street project, items like the turf fields and the Cultural Arts Strategy are at the top of the “must have” list.

5. Mr. Heironimus said he did not understand how the turf field and the Cultural Arts Strategy are considered “in the pipeline.” The turf field Request for Proposal (RFP) is just going out and the Cultural Arts Strategy has not been started.

6. Mr. Durrell suggested the idea is not to commit dollars, whether the project has been started or not, beyond a certain contingency level (10% - 20% of funds remaining).

7. Mr. Heironimus was concerned about the City’s debt ratio Mr. Schultz had talked about at the January 10, 2004 Council goal setting meeting. At that time, Mr. Schultz had advised Council not to take on anything new. Mr. Heironimus did not want to have to borrow money for any projects.

8. Chair Cottle thought, on January 10, 2004, Mr. Schultz was assuming there were certain things like the library, the turf fields, the streets, and telecommunications that would be done. Beyond those four projects, the District would be above the desired debt ratio to do any other projects. However, because the streets bid will not be provided for a year, this will change the ratio dynamic.

9. Mr. Heironimus thought it would be prudent to get firm prices on the streets and the Civic Building before moving forward on another project. He said projects often come in higher than expected.

10. Chair Cottle said he understood the rationale but did not feel projects should be put off for a year. He felt SURPAC’s recommendation should be adopted to do the four projects (Civic Building, streets, turf fields and the Cultural Arts Strategy) and then reevaluate.

11. Street construction will not be started until December of 2004. Chair Cottle pointed out, this is about eight months behind schedule and the money for that project is sitting in the bank. He suggested that money could be used for the turf fields or telecommunications.

12. District Administrator Ross Schultz said the District will be in a slightly better position because the next incremental tax amount will come in and will raise the borrowing capacity.

13. Senior Project Manager Jenni Lipscomb reminded the Board, the SURPAC recommendation includes the Cultural Arts Strategy. Chair Cottle said his understanding is no one expects anything to be done in the next year, just the assurance it will.

14. Mr. Schultz pointed out the turf field RFP will come before the Board. This will allow the Board to see it in light of other funding elements in the Plan before staff asks for approval.

15. Chair Cottle felt it was disingenuous for the Board to put things before the citizens and then not do them for a few years. Mr. Heironimus felt things should not be dated or promised. He felt it was foolish to go ahead with more projects without firm numbers on the projects currently being undertaken.

16. Co-Chair Mays felt the paragraph on the recommendation for “must haves” could be deleted and the Plan updated as the Board uses good judgment in moving forward.

17. Urban Renewal Manager Jim Patterson said SURPAC wanted some assurance as the dollars and the projects are being considered, certain things need to be included over and above some of the other projects listed. He felt, at the last SURPAC meeting, members had come to the realization the Urban Renewal District will soon move forward with a project or two that people can get their arms around. Some members may also have realized there are elements of the Urban Renewal Plan that the District Board has put at a higher priority level because of timing. SURPAC feels the Cultural Arts Strategy can run concurrently with the Tournament Town NW concept.

18. Mr. Patterson said if SURPAC is making a recommendation, they want it to stand as they wrote it. However, a number of SURPAC members concede, the District Board is in a position to do as they choose.

MOTION: From Co-Chair Mays, seconded by Mr. Weislogel, to approve URA Resolution 2004-004. Motion passed 6:1. (Cottle, Durrell, Fox, Grant, Mays, and Weislogel in favor; Heironimus opposed).

C. Façade Grant Application from Jim Fisher (District Manager Jim Patterson)

1. Mr. Patterson asked the Board to consider an application (sent to the Board via email) from Jim Fisher for a façade grant in the amount of \$15,000 in order for Mr. Fisher to have a mural painted on the side of the storage facility adjacent to the parking lot for the new Library/Civic Building.

2. Chair Cottle raised the issue of who will see the mural after the Library/Civic Building is constructed.

3. Mr. Durrell questioned whether or not Mr. Fisher’s three sided facility is “a building.” He felt the purpose of a façade grant is to improve the value and standards of the City’s buildings.

4. Co-Chair Mays asked if Mr. Fisher's structure is a conforming use. Chair Cottle reminded the Board, it is not whether the building is conforming, but the use of the building.

5. Chair Cottle asked the Board if when the façade grant was established that it would be used for art work. Their response was in the negative. Chair Cottle asked staff to tell Mr. Fisher he is offering a great gift. However, the Board does not feel this is purpose of the façade grant, nor would it be the appropriate place for a mural.

6. Mr. Patterson was asked if a mural would be affected by the sign code. In response, Mr. Patterson said murals are not currently discussed in the City's Code.

7. Staff was asked to convey to SURPAC the façade grant is for increasing the value or standard of a building.

MOTION: From Chair Cottle, seconded by Mr. Weislogel, to deny the façade grant. UNANIMOUSLY APPROVED BY ALL MEMBERS PRESENT

D. Clancy's Façade Grant (District Manager Jim Fisher)

1. SURPAC has recommended denial of the façade grant, as submitted, based on the fact some members are of the opinion the project does not meet the requirements. Additionally, members of the Board did not envision a façade grant paying for a shed in place of an existing structure. It was suggested Mr. Fisher and Ms. Carey meet with the applicant and offer some feedback as to what would be an acceptable proposal.

2. Chair Cottle expressed concern that it appeared the Board was "bending over backward" for a SURPAC member. On the other hand, he said the building is deteriorating and it would be good to see something done to improve the appearance and the safety of the building.

3. Mr. Patterson noted the City has a number of alternatives including condemnation.

4. Mr. Weislogel related the owners are in a better financial position and are more amenable to making some improvements. It was suggested the owner request money from SURPAC apart from the façade grant.

5. **Adjourn:** Chair Cottle adjourned the meeting at 8:52 p.m.