



Home of the Tualatin River National Wildlife Refuge

URBAN RENEWAL AGENCY MEETING PACKET

FOR

Tuesday, June 16, 2009

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

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

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

Tuesday, June 16, 2009
Following the City Council Meeting

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

REGULAR URA MEETING

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT AGENDA

A. Approval of June 2, 2009 URA Board Meeting Minutes

4. NEW BUSINESS

A. URA Resolution 2009-010 Adopting the 2009-10 Budget of the City Of Sherwood Urban Renewal Agency, making appropriations, imposing and categorizing taxes, and authorizing the District Manager to take such action necessary to carry out the Adopted Budget (Julie Blums, Budget Officer)

5. STAFF REPORTS

6. ADJOURN

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
June 2, 2009
22560 SW Pine Street, Sherwood Oregon 97140**

URA REGULAR BOARD MEETING:

1. **CALL TO ORDER:** Chair Keith Mays called the meeting to order at 8:28pm.
2. **BOARD PRESENT:** Keith Mays, Dave Heironimus, Dave Grant, Linda Henderson, Lee Weislogel, Del Clark and Robyn Folsom.
3. **STAFF PRESENT:** City Manager Jim Patterson, Police Chief Jeff Groth, Community Development Director Tom Pessemier, Economic Development Manager Tom Nelson and District Recorder Sylvia Murphy.

Chair Mays addressed the Consent Agenda and asked for a motion.

4. **CONSENT AGENDA:**

- A. Approval of May 19, 2009 URA Board Meeting Minutes
- B. URA Resolution 2009-008 Appointing Chris Ehrlich to SURPAC

MOTION: BOARD MEMBER LEE WEISLOGEL MOVED TO ADOPT THE CONSENT AGENDA, SECONDED BY MS. LINDA HENDERSON, ALL MEMBERS VOTED IN FAVOR.

Chair Mays addressed the next agenda item.

5. **NEW BUSINESS**

- A. **URA Resolution 2009-009 Approving a Façade Grant for Bill Stapp owner of the building at 22461 SW Pine Street in Sherwood**

Tom Nelson Economic Development Manager came forward and stated Mr. Stapp has submitted an application for a Façade Grant along with bids for residing, the application was submitted to SURPAC at their meeting on the 21st and they voted unanimously to approve. And it was determined that since the building was bordered by two streets and an alley, the applicant should be eligible for up to \$30,000 for two facades. The total bid was in the range of \$45,000 and the applicant would be eligible for half of this.

Chair Mays asked for questions.

Ms. Henderson asked in reference to page nine of the packet and asked if this is a current quote, Tom replied it is current.

With no other questions Chair Mays asked for a motion.

MOTION: BOARD MEMBER DEL CLARK MOVED TO ADOPT URA RESOLUTION 2009-009, SECONDED BY MR. WEISLOGEL, ALL MEMBERS VOTED IN FAVOR.

Chair Mays addressed the next agenda item.

- B. **Urban Renewal Agency 2009-10 Approved Budget Document**

Chair Mays stated a Public Hearing was held at the Council meeting this evening and asked if it was necessary for the URA Board to also hold a public hearing.

District Recorder Ms. Murphy replied it is necessary to hold the hearing at the URA Board meeting and the hearing held at the Council level was above and beyond the requirements and read the following public hearing statement:

The Urban Renewal Agency Board of Directors will hold a public hearing on the Urban Renewal Agency approved budget document. The purpose of the hearing is to allow the public an opportunity to submit testimony concerning the Urban Renewal 2009 approved Budget. The order of business the Board will follow is as follows; to hear the staff report, receive correspondence, hear public testimony, additional staff comments and questions from the Board. The hearing will then be closed and no further testimony from the audience will be accepted. Discussion by the Board will follow. Any interested person may present testimony. If you wish to speak please fill out the testimony form and submit it to the District Recorder. The Chair will recognize those wishing to speak and any questions should be addressed through the Chair. When you come to the microphone please state your name and address for the record as this hearing will be recorded, please speak clearly into the microphone and limit your testimony to four minutes.

Chair Mays welcomed Julie Blums Budget Officer. Julie stated the Board has before them the approved URA Budget for 2009-10 and we will be receiving testimony this evening.

Chair Mays opened the hearing and asked to receive public testimony.

Eugene Stewart, PO Box 534 Sherwood Oregon came forward and asked if this budget has money allocated for a parking study for down town.

City Manager Patterson replied it is in the URA budget.

Chair Mays asked for other testimony, with none received he closed the public hearing and addressed the next agenda item.

City Manager Patterson stated it's important to note for the record the comments made by the District Recorder about the hearing being held at the Council level; this was an additional opportunity to receive public comments on the URA Budget and allows the City to receive more testimony, we did not have to hold two hearings.

With no other business to address Chair Mays adjourned the URA Board meeting.

6. ADJOURNED: Chair Mays adjourned the URA Board meeting at 8:35pm.

Submitted by:

Approved:

Sylvia Murphy, District Recorder

Keith S. Mays, Chairman

URA Board of Directors Meeting Date: June 16, 2009

Agenda Item: New business

TO: Urban Renewal Agency Board of Directors

FROM: Julie Blums, Budget Officer

SUBJECT: **URA RESOLUTION 2009-010 ADOPTING THE 2009-10 CITY OF SHERWOOD URBAN RENEWAL AGENCY BUDGET**

ISSUE: Adoption of the 2009-10 URA Budget

BACKGROUND: On April 15, 2009, the Budget Committee received the budget message, heard public comment, and approved the budget with specific changes. On June 2, 2009, the Board held a public hearing on the approved 2009-10 budget. No significant changes in the estimated resources or uses in the budget have occurred since the hearing date. The final step of the budget process is the adoption of the 2009-10 Budget. The budget is available for review at the City Hall reception desk and in the library. A copy of the budget can also be found on the City's website at <http://www.ci.sherwood.or.us/government/departments/finance/09-10budget.pdf>.

RECOMMENDATIONS: **Staff recommends approving URA Resolution 2009-010 Adopting the 2009-10 City of Sherwood Urban Renewal Agency budget.**



URA RESOLUTION 2009-010

A RESOLUTION ADOPTING THE 2009-10 BUDGET OF THE CITY OF SHERWOOD URBAN RENEWAL AGENCY, MAKING APPROPRIATIONS, IMPOSING AND CATEGORIZING TAXES, AND AUTHORIZING THE DISTRICT MANAGER TO TAKE SUCH ACTION NECESSARY TO CARRY OUT THE ADOPTED BUDGET

WHEREAS, the Urban Renewal Agency Budget Committee has reviewed and acted on the proposed Urban Renewal Agency budget; and

WHEREAS, the Budget Committee has approved and recommended a balanced budget to the Urban Renewal Agency Board of Directors on April 15, 2009; and

WHEREAS, in accordance with State law, the Urban Renewal Agency Board of Directors held a public hearing on the budget as approved and recommended by the Budget Committee; and

WHEREAS, the Urban Renewal Agency Board of Directors desires to adopt the approved budget and carry out the programs identified in the budget;

NOW THEREFORE THE URBAN RENEWAL AGENCY OF THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1: Adoption of the 2009-10 Budget. The Urban Renewal Agency Board of Directors of the City of Sherwood, Oregon hereby adopts the budget for the City of Sherwood Urban Renewal Agency for fiscal year 2009-10 in the sum of \$11,802,063, now on file at City Hall.

Section 2: Making Appropriations. The amounts for the fiscal year beginning July 1, 2008 and for the purposes shown below are hereby appropriated as follows:

Personal Services	154,538
Materials and Services	560,760
Capital Outlay	8,773,750
Debt Service	1,769,269
Contingency	543,746
Total	11,802,063

DRAFT

Section 3: Imposing and Categorizing Taxes: Be it resolved that the Urban Renewal Agency Board of Directors of the City of Sherwood hereby resolves to certify to the county assessor a request for the Urban Renewal District Old Town Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

Duly adopted by the Urban Renewal Agency Board of Directors this 16th day of June 2009.

Keith S. Mays, Board Chair

Attest:

Sylvia Murphy, District Recorder

Approved Minutes

SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
June 16, 2009
22560 SW Pine Street, Sherwood Oregon 97140

URA REGULAR BOARD MEETING:

1. **CALL TO ORDER:** Chair Keith Mays called the meeting to order at 9:15pm.
2. **BOARD PRESENT:** Keith Mays, Dave Heironimus, Dave Grant, Linda Henderson, Lee Weislogel and Del Clark. Robyn Folsom was absent.
3. **STAFF PRESENT:** City Manager Jim Patterson, Police Captain Jim Reed, Community Development Director Tom Pessemier, Economic Development Manager Tom Nelson, Budget Finance Analyst/Budget Officer Julie Blums and District Recorder Sylvia Murphy.

Chair Mays addressed the Consent Agenda and asked for a motion.

4. **CONSENT AGENDA:**

A. Approval of June 2, 2009 URA Board Meeting Minutes

MOTION: FROM MR. DEL CLARK TO APPROVE THE CONSENT AGENDA, SECONDED BY MR. LEE WEISLOGEL, ALL MEMBERS PRESENT VOTED IN FAVOR

Chair Mays addressed the next agenda item.

5. **NEW BUSINESS**

A. URA Resolution 2009-010 Adopting the 2009-10 Budget of the City Of Sherwood Urban Renewal Agency, making appropriations, imposing and categorizing taxes, and authorizing the District Manager to take such action necessary to carry out the Adopted Budget (Julie Blums, Budget Officer)

Chair Mays stated at the previous City Council and URA meetings, public hearings were held to receive public testimony on the approved budget documents. Chair Mays called forward Julie Blums.

Julie Blums Finance Analyst/Budget Officer came forward and stated on April 15, 2009 the Budget Committee approved the Urban Renewal Budget and on June 2nd two public hearings were held, one under the City Council agenda and one under the Urban Renewal Board agenda. Staff is now requesting the Board consideration of adoption.

Mr. Heironimus asked if there is an emergency fund in this budget. Julie replied no.

Ms. Henderson asked in regards to the detail of the capital outlay, \$8,772,000 and asked if we have a detail of this in the budget. Julie replied no and asked if Ms. Henderson was referring to a capital project list similar to what appears in the City's budget. Ms. Henderson replied yes. Julie replied we don't have a separate capital list that is something SURPAC has. Ms. Henderson asked so this is what's available in 2009-10 for capital projects? Julie replied yes.

Chairs Mays replied the Board will be having work sessions to discuss this further and confirmed sessions in July and August of this year.

Mr. Henderson confirmed nothing has changed in the figures, Julie confirmed.

Chairs Mays stated there is a scrivener's error on the adoption date of the Resolution and the District Recorder will correct that.

Chair Mays asked for other Board questions or discussion, with none received a motion was given.

MOTION: FROM MS. HENDERSON TO APPROVE URA RESOLUTION 2009-010, SECONDED BY MR. CLARK, ALL MEMBERS PRESENT VOTED IN FAVOR

Chair Mays addressed the next agenda item.

6. STAFF REPORTS: None

7. ADJOURN: Chair Mays adjourned the URA Board meeting at 9:20pm.

Submitted by:


Sylvia Murphy, District Recorder

Approved:


Keith S. Mays, Chairman