



**Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141**

Phone: 503-842-2472

Fax: 503-842-3445

**TURA Meeting
Thursday, November 12th, 2009
5:30 P.M.**

Board Members present:

Don Hurd
Sally Clay
Aaron Zimmerman
Sean Lambert
Carolyn Decker
Suzanne Weber

Staff Present:

Mark Gervasi: City Manager
Debbi Reeves: Administrative Assistant

Guests/Public:

Alene Allen

Chairman Don Hurd called the meeting to order at 5:30 P.M. Roll call was taken by Reeves.

Hurd asked if there were corrections or changes to the minutes from October 8th, 2009. There were none.

- **Lambert** made a motion to approve the minutes as presented which was seconded by **Weber**. The motion passed unanimously.

Hurd asked **Reeves** to explain the memo regarding the earnest money checks paid to **Cameron** and **Kimmel**. **Reeves** explained the **Cameron** check was cashed yet the board had not approved issuing the checks back in July. The motion in July had been from **Decker** to make an offer on the 2 properties. The check to **Kimmel** was not cashed, but had been voided and reissued to the title company. The check is being held until the earnest money agreement is submitted to the title company. In order to keep things in order **Reeves** would like the checks approved by the board.

- **Clay** made a motion to approve check #130 issued to **Dan Cameron** for \$2,500 and check #131 issued to **Mel & Connie Kimmel** for \$2,000. A second was made by **Decker**. All members approved and the motion

Agency Board Members:
Don Hurd, Chair; Sally Clay, Vice-Chair;
Members At Large: Carolyn Decker; Suzanne Weber, Sean Lambert, Aaron Zimmerman
City Administrator: Mark Gervasi, Staff: Debbi Reeves

carried unanimously.

Hurd asked if there were any questions regarding the invoice list. **Zimmerman** asked about the billing from Attorney **Jeannette Launer**. **Reeves** explained it was an email regarding the Tax Increment Fund. The board discussed the billing. There was a questions about the flowers sent to TLC for the grand opening. **Gervasi** explained it was to congratulate them on their new location and building.

- **Weber** made a motion to pay the invoices listed in the total amount of \$3,971.25 with **Clay** seconding the motion. The motion to pay the bills passed unanimously.

The financial reports from September and October 2009 were included in the packet. **Hurd** asked is there were any questions or comments. **Reeves** explained the balance in the LGIP account was less in October than in September as money had to be transferred into the checking account to cover the bills.

- **Hurd** made a motion to approve the financials for September and October 2009. A second was made by **Weber**. The motion passed unanimously.

Hurd opened the meeting for Non-Agenda Items and Public Comments or Concerns. There were none.

Gervasi explained the next item on the agenda dealing with the **Schmidt** property. The Phase One Environmental Study had been completed by Anderson Geological but **Eric Anderson** had recommended groundwater testing be done. The cost for this test could be an additional \$3,000.

Zimmerman asked if the City was on board with using the property and **Decker** spoke about possible usage of the land. **Gervasi** spoke about a future park or boat launch. **Weber** said it is a blighted property and needs to be taken care of. There was more board discussion about potential for the property and future cleanup. DEQ issues were also discussed as well as the tax value of the property. It was thought maybe the cement company located close to the property might be interested in buying it once it is cleaned up. **Gervasi** and **Hurd** will do more investigation of things. The board discussed contamination and owner responsibilities.

- **Hurd** made a motion to proceed with the second part of the Phase One study to do groundwater testing on the **Schmidt** property as recommended by **Erik Anderson** of **Anderson Geological** up to an amount of \$3,000. The motion was seconded by **Weber**. **Hurd** called for the vote, the motion was approved by all members seated and the motion passed unanimously.

The board discussed some of the other potential opportunity sites and grants.

Hurd asked **Reeves** how much had been disbursed on the **Janac** Project at this time and the total is \$54,975.83. He explained the board needs to have a meeting to discuss and formulate

payment options and future financing issues. He has received some information from TLC about monthly payment plans. There was a discussion about taxes and the economy.

Zimmerman and **Clay** agreed a financial plan needs to be implemented as far as budgeting how money will be spent. **Gervasi** explained how the tax revenue comes in. There was a discussion about the tax base in Tillamook. A meeting date of December 1st, 2009 at 5:30 pm was set.

Hurd and **Reeves** will get together a list of overhead cost and send out to the board before the meeting. **Hurd** will get a quote from the architect of the Wells Fargo parking lot for the 1st Street Parking Lot. The board talked about the Wells Fargo parking lot and costs involved with parking lot construction.

Gervasi announced the second reading of the Plan Amendment Resolution will take place at the Council meeting on November 16th. Then it will be 30 days after that to be finalized and at that time the TURA will be able to move forward with the purchase of property.

Reeves will get the IGA to the City Attorney and the TURA Attorney for signatures as the Council has approved it. The revised IGA will be effective until 2012.

Decker has submitted a copy of the environmental study to the title company for the **Cameron** property which is a condition of the earnest money agreement. She also reported the **Kimmel** property will have to be taken care of my mail. Public Works Director **Arley Sullivan** sent a quote of \$3000 for the alley repairs. The board discussed the alley and the future plans. The façade of the **Kimmel** building was also discussed as well as any future structures. **Clay** mentioned the downtown association had given **Kimmel** a grant in prior years. The board discussed ordinances, electrical code and sign codes. Pride of ownership was discussed.

- **Zimmerman** made a motion to proceed with the repairs and improvements of the alleyway behind the **Kimmel** property up to an amount of \$5,000 with contingencies listed in the earnest money agreement. The motion was seconded by **Lambert**. All board members voted aye. The motion passed unanimously.

The board continued to discuss the \$50,000 façade contingency of the **Kimmel** earnest money agreement. **Lambert** mentioned the **Kimmel's** could apply for a non-interest loan whenever they are ready to construct a building. **Lambert** explained the TURA is showing due diligence. There was a discussion about façades and what could be done to the current **Kimmel** building and it's condition. **Decker** was instructed to add an addendum to the earnest money agreement on the **Kimmel** property that the seller could apply for a façade loan of up to \$50,000 from the TURA.

Lambert spoke with **Laurie Lamb** of the Hoquarten Park Committee and explained that the park is City property. He also explained the concerns with flooding. He will speak with **Arley Sullivan**. The board discussed flooding and lighting. **Lambert** will follow up.

Decker reported that she felt the appraisal that came in on 1016 Main Avenue was too high and she would like to dispute it. She felt the comparables were not accurate. **Clay** asked if there would be any cost to dispute and revise the appraisal? **Decker** did not think there would be any

added charges.

- **Zimmerman** made a motion to dispute the current appraisal from Pacific Appraisers on 1016 Main Avenue and request a new appraisal with different comparables. The motion was seconded by **Hurd**. All board members voted aye and the motion passed unanimously.

Hurd spoke with **Janac** about the timeline of the completion of the remodel. **Hurd** explained **Janac** thought it would be at least 2 to 4 weeks more because of sprinkler plan changes and electrical issues. **Janac** had spoken with Sullivan and engineers today. **Gervasi** explained what plans are being made with ODOT about boring under the road. Permits will need to come from ODOT. **Hurd** went on to discuss the contract conditions and the progress of the building. The hope now is to open the Public Market by Christmas.

Zimmerman will contact the **Dixon's**, owners of the old Thayer Bank building and explain to them what the TURA does and is available to help them with in regards to the façade of the building.

With no further business the next meeting date of December 10th, 2009 was announced and the meeting was adjourned by **Hurd** at 7:25 p.m.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman