



Tillamook Urban Renewal Agency
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TURA Regular Meeting
Wednesday – November 9, 2011 - 5:30 P.M.

Board Members Present:

Chairman Don Hurd
Vice Chair Carolyn Decker
Alene Allen
Lynda Casey
Dave Schrom
John Sandusky

Board Members Absent:

Cheryl Davy (excused)

Staff Present:

Administrator Paul Wyntergreen; Executive Assistant Debbi Reeves

Guests/Public:

David Mast

1. **Call to Order and Roll Call:** Chairman Hurd called the meeting to order at 5:35 p.m. Reeves did the roll call. Davy was excused.
2. **Approval of the Minutes:** Chairman Hurd asked for approval of the minutes if there were no corrections or additions.
 - Decker made a motion to adopt the minutes of the October 26, 2011 meeting as presented. Casey seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.
3. **Approval of the Bills:** Chairman Hurd noted there was a handout of the revised billing total of \$10,274.88. Reeves explained a billing from Elaine Howard Consulting was been received after the packets had been sent out.
 - Sandusky made a motion to pay the bills, in the amount of \$10,274.88 (checks #598 - #603). Decker seconded the motion. Hurd called for the vote. Ayes were received by all board members seated. The motion passed unanimously.
4. **Financial Report:** None
5. **Public Non-Agenda Items:** Chairman Hurd noted the person in attendance of the meeting had come in after this item on the agenda and asked if he would like to speak to the board. He declined stating he was here to observe.

Agency Board Members:
Chairman Don Hurd; Vice Chair Carolyn Decker
Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom
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6. Pending Business:

- a) **City/TURA Parking Lot Lease:** Chairman Hurd commented on the draft lease agreement for the parking lot and all the board agreed it will need to be revised. There was discussion about the sections that do not pertain to TURA and the City. Schrom commented on the 24-page document and would like the document trimmed down. Hurd would like Wyntergreen to work on the changes and deletions. There was discussion about changes. Reeves will request the agreement in “word” format from the attorney. Consensus of the board was to let the staff revise and get the lease to City Council as soon as possible.
- b) **Plan Amendment Summary Report:** There was discussion about the Plan Amendment Summary from Elaine Howard Consulting. Chairman Hurd asked the board to consider which parcels to add and which to remove from the district. Wyntergreen went over the parcels previously considered. He also mentioned the City has accepted the old Safeway site on a FEMA buyout and that the board may want to consider that parcel. There was discussion about usage of the property. Wyntergreen noted he does not feel there is enough explanation in the summary to make recommendations. The board consensus is that Howard needs to attend a meeting to help them understand the summary. There was discussion about properties and school safety grants. Hurd and Wyntergreen went over different locations on the district map. Right-of-Way’s were discussed. There was also discussion of the area north of the Pioneer Museum that the ODOT intersection project will leave open. Wyntergreen showed the area on the map. Wyntergreen would like to see the Bi-Mart area, the ROW’s near Liberty School, and the old Safeway site added, and to have the Hoquarton north area and Coast Tire property removed. A property line connecting to the old Safeway site would also need to be added in. Sandusky proposed that Hurd and Wyntergreen delineate the areas further. He also agreed the old Safeway site is important. Consensus was to put together a new map and get it to Howard. There was more discussion of potential areas.
- Chairman Hurd mentioned a work session would be necessary when Howard comes to a meeting. Wyntergreen will have staff redo the map and get it to the board. There was discussion of the summary which the board does not understand and will need Howard to come to explain.
- c) **Financing of 3rd Street Improvement Project:** Wyntergreen explained he, Hurd, and Reeves had met with Bank of Astoria and Sterling Bank representatives for financing proposals. TLC has made their proposal with an interest rate of 5.25% and up to a 12-year loan term. Sandusky asked why TURA is looking at other options and Wyntergreen explained it was to see what options may be available. Hurd went over the costs of the 3rd Street project and explained there has already been a \$200,000 reduction in costs. He explained the possibility of consolidating all loans. Proposals from the other banks should be available for discussion at the next meeting.

7. **New Business:**

- a) **Reschedule November 23, 2011 Meeting:** Chairman Hurd asked the board to consider moving the next regular meeting to November 30th explaining that Reeves and Casey will both be on vacation the week of Thanksgiving. He also mentioned the proposals from the banks would not be completed until then. Consensus of the board was to move the meeting.
- **Sandusky made a motion to move the regularly scheduled TURA second meeting of the month to November 30, 2011. Allen seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.**
- b) **Set Workshop Date for Planning Future Projects:** There was discussion about future project planning and the board decided to wait until January 2012 to work on these plans.

8. **Committee Reports and Project Updates:**

- a) **Beals Building:** There was some discussion about the awning on the building. Reeves reported Marilyn Saito had given her final approval to the awning company and the balance of the grant/loan has been paid to NW Awning. Chairman Hurd noted the grant-loan has been paid out in full.
- b) **Elks Lodge:** Chairman Hurd mentioned the trim for the Elks building has not come in yet and will be installed when it does. This was discussed. Schrom mentioned the black window tint and asked if any other board members had thoughts about the looks. He would like the board to consider if there is another time that windows need to have some kind of tint that black not be an option. There was discussion.

9. **Correspondence/Information:** No comments.

10. **Concerns of the Board:** Reeves noted a billing for \$17,767.36, was been received after meeting packets had been sent for the October 3rd Street Engineering costs. She mentioned a handout was been given prior to the meeting with all of the invoice information.

- **Sandusky made a motion to pay the Tillamook County Public Works invoice in the amount of \$17,767.36 for the 3rd Street Engineering costs and to instruct the Chair to arrange financing. Schrom seconded the motion. Ayes were received by all board members seated. The motion passed unanimously.**

Casey asked Reeves if she would explain about the Goodspeed Park playground equipment that was approved by the City Council. Reeves explained she had obtained a quote for a Pipeline play structure from Columbia Cascade for a total, including installation and delivery for \$25,000. TURA has committed to funding \$21,000 of the structure. Wyntergreen mentioned the upgrades to the basketball and tennis courts will be reviewed later by the Beautification Committee.

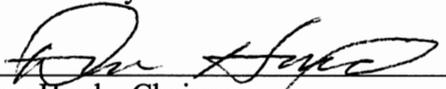
Agency Board Members:

Don Hurd: Chairman; Vice Chair; Carolyn Decker
Cheryl Davy, John Sandusky, Alene Allen, Lynda Casey, Dave Schrom
Administrator: Paul Wyntergreen, Executive Assistant: Debbi Reeves

11. **Meetings:** The next regular TURA meeting was rescheduled to November 30, 2011 at 5:30 p.m.
12. **Adjournment:** With no further business, **Chairman Hurd** adjourned the meeting at 6:40 P.M.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:


Don Hurd – Chairman