



**Tillamook Urban Renewal Agency
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Tillamook, Oregon 97141**

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**TURA Meeting
February 25th, 2010
5:30 P.M.**

Board Members present: Don Hurd, Suzanne Weber, Carolyn Decker, Alene Allen

Board Members absent: Aaron Zimmerman, Sean Lambert

Staff Present: Mark Gervasi: City Manager, Debbi Reeves: Admin Assistant

Guests/Public: Doug Henson, Gus Meyer, Mayor Bob McPheeters

1. Roll Call:

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

2. Minutes:

Hurd asked for a motion to approve the minutes of February 11th, 2010. **Decker** commented her remark about spending was just meant as a cautionary note and wanted to clarify and that it was not a complaint and that she was not referring to any project in general.

- **Weber** made the motion to approve the minutes as presented which was seconded by **Hurd**. All members of the board seated voted to approve the minutes. The motion carried.

3. Non-Agenda Items:

Hurd asked **Mayor McPheeters** if he would like to say anything. The **Mayor** announced with much sorrow **Decker** has submitted a resignation from the City Council effective 3/1/2010 since she is no longer living in the city limits. He noted that she had been a great asset to the council for the past years and they were saddened to lose her from the council. He would like to recommend the TURA retain her as a board member, filling the vacancy, if at all possible as she has done an excellent job representing the council on the TURA board. **Decker** thanked the **Mayor** for his kind words and the recommendation.

4. New Business:

Hurd asked **Decker** and **Weber** to update the board on what the city Beautification Committee were discussing since both are on that city committee. **Decker** said the committee is currently looking at playground equipment for Goodspeed Park and city trash cans. The cost for the style and type of cans they are looking at is approximately \$82,000. **Weber** noted the trash cans are weather resistant. **Decker** went on to explain

these are the type of cans used by State Parks and the Beautification Committee was still discussing the issue. **Hurd** said the TURA would need a recommendation including costs from the Beautification Committee if the TURA were to assist in the helping with the costs. **Hurd** mentioned the trash cans in the core area of the city needs to be replaced first and possibly the other cans can be sandblasted and cleaned and placed elsewhere in town. **Gervasi** brought out books with photos then **Weber** and **Decker** when over what the Beautification Committee was looking at. There was a discussion. **Weber** mentioned the Streetscapes Committee is working on a block by block plan and needs to be in on the planning.

Weber commented on the playground equipment and **Decker** mentioned the price is high. There was a discussion about the different city parks. **Gervasi** said TURA could work with **Jon Williams** of the Street Department and again mentioned a recommendation needs to be presented to TURA at the next meeting.

Hurd would like to table the Façade Program discussion for 30 days until **Zimmerman** and **Lambert** can be at the meeting since they did the initial work on it. He mentioned façade funding seems to range from \$5,000 to \$10,000 in other cities. **Gervasi** mentioned time and costs seemed to deter people from using the city's façade program and that it need to be revised. **Decker** read through the examples and thought it best to keep the application as simple as possible. It was brought up that maybe the TURA could partner with the credit union for credit checks on applicants. **Gervasi** mentioned the budget line item should be increased for FY 2010-2011. **Hurd** will speak with **Burkhart** at TLC FCU about credit checks. Matching funds was also discussed. **Hurd** and **Decker** will bring back some ideas in 30 days. **Weber** mentioned the Streetscapes Committee will be looking at this also and bring ideas to the board. **Allen** mentioned the ODOT project could compromise any improvements done now. **Decker** said trash cans, lighting, etc. would be temporarily removed at that time. **Hurd** will contact PUD about underground wiring in town. There was a discussion about the ODOT project, scheduling and future meetings. **Gervasi** explained what he knew about their plans.

5. Old Business:

Hurd referred to a hand out letter dated 2/25/2010 he had received from **Janac** prior to the meeting. **Janac** has a proposal for the board and would like the board to meet at the IOOF building next week sometime between 3/1/10 and 3/4/10. **Janac** would like to show the board what has been accomplished at the building and what is coming up in the project. He is asking for a temporary extension until he can meet with the board for discussion. **Hurd** spoke about the project. Consensus of the board is to hold a special meeting at the IOOF Building on March 4th, 2010 at 5:30 pm.

- **Weber** made a motion to extend the deadline of the **Janac** contract to March 4th and at that time make a further decision on the contract with a special meeting to be held at the IOOF Building on March 4th, 2010 at 5:30 pm. **Decker** seconded the motion. The motion passed unanimously by all members of the board seated voted.

Reeves explained the information in the packet regarding the owner of the building the

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Wheeler Dealer business was located in was included in the packet at the request of **Zimmerman** at the last meeting. **Gervasi** will find out what will be happening with the building when the business is closed.

Hurd asked is there had been any response from **Saito** after the letter was sent. **Reeves** reported there has not been a response. **Hurd** thought we should let the issue go for now.

6. Committee Reports:

Decker announced the Streetscapes Committee has set a meeting for March 9th, 2010 to be held at City Hall at 5:30 pm. **Weber** mentioned **Betty Ralston** would like notification of Streetscapes Committee meetings as she would like to attend. Her phone number is 503-842-2531.

Hurd will be speaking with **Burkhart** at TLC FCU on how to implement the funding for engineering costs for the 3rd Street Project. He explained how funds would be disbursed.

7. Correspondence: No comments

8. Concerns of the Board:

Decker asked if **Hurd** had found out from TLC FCU if there was a cost for closing a line of credit. He will ask **Burkhart** when he speaks with her. There was a discussion about LOC's.

Hurd noted he will be speaking to **Burkhart** about a loan and financing for **Janac** as **Janac** has mentioned he will be asking for a loan from the TURA at the special meeting. **Janac** will be prepared to present his proposal at that meeting. **Hurd** explained to the board some of the electrical issues which were discussed. **Hurd** also explained that just as **Zimmerman**, in his role on the proposal committee, would help with a façade application, he is helping **Janac** with his project. **Janac** will also have the ODOT boring permit in hand at the special meeting. **Gervasi** mentioned **Arley Sullivan**, Public Works Director and **Tim Lyda**, Water Department Supervisor will supervise the water connection when the time comes and there will be some costs involved.

Weber expressed her concern with the **Janac** building project and that the TURA could loan more money. **Decker** was concerned with the idea of a 10 year loan. There was a discussion about paid receipts and invoices. **Hurd** said the electrician hired by **Janac** had paid the \$40,000 upfront on the gear that had to be ordered. The gear is still approximately 4 weeks out for delivery. **Hurd** mentioned the board could go into Executive Session at the 3/4/2010 meeting which would need to be listed on the agenda.

Decker noted her resignation from the council was effective 3/1/2010 and she has submitted an application to fill the At-Large vacancy on the TURA board. She stated she would like to stay on the board. **Hurd** said the next regularly scheduled meeting of the board will be on March 11th, 2010 and this will be an agenda item.

Hurd mentioned some issues that had been brought up by **Loten Hooley** of Rosenberg

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Builders Supply regarding local pricing, the **Janac** Project and the Public Market. This issue was discussed. **Hurd** wanted the board apprised of the situation.

Weber asked about the 1st Street Parking Lot preliminary figures that were handed out. **Hurd** and **Gervasi** have discussed this and TURA may need to go out for bid on this project. **Hurd** had another engineer look at the project with a \$100,000 cost. **Gervasi** will ask **Sullivan** to do specs on cement and drainage. **Gervasi** thought he, **Hurd** and **Sullivan** should get together and plan. If the engineering could be done for less than \$5000 the project would not have to go out for bid. There was a discussion about what needs to be done and how to proceed. **Weber** would like to see an attractive, good looking parking lot.

9. Meeting Schedule:

The Special Meeting at the **Janac** Building will be March 4th, 2010 at 5:30 pm and the next regular meeting date is March 11th, 2010 at 5:30 pm at City Hall.

10. Adjournment:

Hurd adjourned the meeting at 6:40 p.m.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman