



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

Phone: 503-842-2472

Fax: 503-842-3445

**TURA Special Meeting
Thursday, April 18, 2013
5:30 P.M.**

Board Members Present:

Chair Carolyn Decker
Vice Chair Dave Schrom
Alene Allen
Ruth LaFrance
Cheryl Davy
Steve Forster

Staff Present:

City Manager Paul Wyntergreen
Executive Assistant Debbi Reeves

Guests/Public: None

1. Call to Order and Roll Call:

Chair Decker called the meeting to order at 5:30 P.M. **D. Reeves** called the roll. All board members were present. **C. Davy** came into the meeting at 5:35 P.M.

2. Business:

a) Board Clarification of Hoquarton Historical and Interpretive Center Decision and TLC Loan Requests:

TURA Administrator Paul Wyntergreen commented on the minutes of the April 10, 2013 noting there are a couple of clarifications needed. The first clarification is between the letter that went out to the Board of County Commissioners and the motion related to the Hoquarton House grant application. He went on to speak about the wording of the motion and that the board needs to clarify their intention regarding this. There was board discussion about the wording of the motion and **C. Davy** commented that her intention was for the grant to the Hoquarton House be for a total amount of \$50,000 as long as all of the conditions are met and would be disbursed in two phases. The consensus of all board members present at the April 10th meeting was to grant a total of \$50,000 and establish a Line of Credit with TLC for that amount. There was discussion of the conditions of the grant, which include a lease agreement, the successful move of the house to the new location, and TURA securing new financing with TLC Credit Union. They also discussed permits, the phases of the project,

Tillamook Urban Renewal Agency - 210 Laurel Avenue – Tillamook OR 97141

Chair Carolyn Decker, Vice Chair Dave Schrom, Alene Allen, Ruth LaFrance, Cheryl Davy, Steve Forster
TURA Administrator Paul Wyntergreen, Executive Assistant Debbi Reeves

and the potential timeline.

P. Wyntergreen then commented the second clarification is in regards to the motion for TLC Federal Credit Union financing. He spoke to the Board about the TLC loan request and mentioned the total amount in the motion does not match the total amount of the quote from **TLC Senior EVP Dianne Burkhart** dated March 27, 2013. He explained and asked the Board if their intention was to request the full amount as quoted by **D. Burkhart**. The Board discussed the motion, the annual payments, TURA cash flows, and cash flow charts, how Line of Credit have been used in the past, and refinancing the current Columbia State Bank loan. There was discussion about long-term loans, projections, and deferring the payment for a year. **S. Forster** commented on his motion on April 10, 2013 and the potential to ask TLC for an additional LOC for \$90,000 for Façade Improvements. There was discussion of how to clarify the details of the requested LOC's. There was further discussion of the upcoming budget process.

The majority consensus was to ask TLC for the full loan amount of \$2,150,000 as quoted. **P. Wyntergreen** noted that he and **D. Reeves** would draft a letter to TLC, a copy of the approved April 10, 2013 minutes, and draft minutes from this meeting, explaining the request for the additional \$90,000 LOC. The TLC Board of Directors meets on April 24, 2013 so **P. Wyntergreen** and **D. Reeves** will have the request to the TLC Board by that date.

b) Approval of Minutes from April 10, 2013 Board Meeting:

Chair Decker asked for board approval of the minutes from April 10, 2013 if there were no changes or corrections. **S. Forster** asked for a spelling correction of his name on page 5 in the resignation motion.

- **S. Forster made a motion to approve the minutes of the April 10, 2013 board meeting as corrected. C. Davy seconded the motion. There was discussion about the motions in question. Chair Decker called for the vote. Ayes were received by A. Allen, C. Davy, S. Forster, R. LaFrance, and C. Decker. D. Schrom abstained, as he was not present at the meeting. The motion passed by a majority.**

The Board briefly discussed the projection spreadsheets and when the different projects might begin. Permits for the Hoquarton House project were discussed.

3. Adjournment: Chairman Decker adjourned the meeting at 6:00 P.M.

~~ Signature On File ~~

TURA Chairman Carolyn Decker

~~ Signature On File ~~

Prepared By Debbi Reeves
Executive Assistant