

Tillamook Urban Renewal Agency
Tillamook City Hall - 210 Laurel Avenue - Tillamook, OR 97141
May 19th, 2009 - Meeting Minutes

The regularly scheduled meeting of the TURA was called to order by Chairman Don Hurd at 5:34 pm at the Tillamook City Hall., Tuesday, May 19th, 2009.

Board Present: Don Hurd, Sally Clay, Sean Lambert, Aaron Zimmerman, Carolyn Decker, Suzanne Weber.

Staff Present: Mark Gervasi, Debbi Reeves

Guests: Doug Henson, Chris Kell, Jud Kell, Steve Forster, John Janac

The meeting minutes from April 21st, 2009 were read. Clay noted spelling errors. A motion was made by Decker to approve the minutes and seconded by Weber. Hurd called for the vote and the motion passed unanimously.

The financial report for May 2009 was read. Hurd will talk to the accountant to note any items on the financial report that need to be brought to the attention of the board in the future.

Clay presented the bills for the month:

Baertlein and Phegley, PC \$100.00

Bells Office Supply \$ 38.65

Weber made a motion to pay the bills. The motion was seconded by Clay. The motion passed unanimously.

Hurd reported to the board that the agency needs to change the authorized signers on the checking account since Tom Jayred, the prior Chairman is no longer with the TURA. In the past the Chairman has been a signer on the account. He recommended that there needs to be three board members authorized to sign on the account even though only two are required for check signing. Decker made a motion to change the bank account to three authorized signers and that Hurd, Clay and Decker be the authorized signers. Hurd seconded the motion. The motion passed unanimously.

Hurd introduced Doug Henson of the Public Market Committee. Henson spoke about his passion for revitalization of the downtown area and his interest in making changes in downtown Tillamook. He spoke of the creation of a Public Market and what something like this would bring to the downtown area. The formation of the Public Market Committee was necessary to begin the process of implementing these ideas. Along with the Public Market Committee and the support of the Farmers Market, the Urban Renewal Agency, the City Council and the public, changes in downtown Tillamook can happen.

Henson introduced Chris Kell from the Farmers Market who is also on the Public Market Committee. Kell gave a Power Point Presentation about Public Markets she has visited. She had visited a dozen different markets and reported on three. The markets are located in Oakland, California, another in San Francisco, California and another smaller market in Oakland, California. She spoke about where the financial support for these markets came from and how they were supported by public and private funds. When the public is educated and enthusiastic about Public Markets they make a difference in the community. Currently Astoria and Portland are looking for areas to start Public Markets. Eugene has a Public Market that is thriving. Public Markets are a gathering place where people can meet for art shows, demonstrations and other social events as well as support small business owners. A Public

Market in Tillamook has been endorsed by the Economic Development Council (EDC), the Chamber of Commerce, the Tillamook Revitalization Association (TRA) and the Second Street Public Market Committee.

Henson stated the Public Market Committee had received a grant from the EDC for attorney fees and they have hired Deb Dyson. Dyson recommended the next step would be to approach the TURA with a proposal. The proposal given to the board members is asking for a grant of \$100,000 from the TURA for remodeling

construction costs on the first floor of the Second Street building owned by John Janac. Henson stated there would be contracts or agreements between TURA and the Public Market. There would be goals and objectives. He believes now is the time to make changes in downtown Tillamook.

Hurd opened up the floor for discussion of the proposal. Questions included rental fees, potential businesses, financial overhead costs, downtown parking issues, total remodel costs and where the balance of the costs would come from, future budgeting, leases and procedures for moving forward. Janac, the building owner stated that he has already invested much of his own's money into the project and will continue to do so. Kell will check with downtown business owners and see if they will allow her to list their names as endorsers of the project. There was more discussion on how to set procedures and agreements. Public Market Attorney Dyson will be involved. There was a discussion on insurance and more discussion on parking.

It was decided to have a special meeting on May 28th, 2009 at 5:30 pm to continue the discussion and to come back with more information on how to proceed with the proposal. In the meantime Hurd and Zimmerman will talk with TLC Federal Credit Union regarding loans and funding and what procedures need to be done.

Decker is checking on vacant properties in the downtown area for possible parking. She will continue her research.

There was a discussion regarding funds and how they are handled each year and how to make loans. Clay has contacted the City of Dallas, Oregon and Independence, Oregon to get information on how their Urban Renewal Agency handles grants, loans and combinations. She will also be speaking with the URA from Salem, Oregon who has good success stories. Lambert will contact Kurt Olsen the Urban Renewal Director from Lincoln City for any ideas or suggestions from him.

Gervasi advised that the Budget Hearing meeting date is June 1st, 2009 at City Hall at 6:00 pm. The Budget Notice will be published in the May 20th and May 27th editions of the Headlight Herald. Notices will be sent out to Budget Committee members who are the same people the City of Tillamook uses for their budget meetings. A quorum of 8 will be needed at the meeting. A Resolution for Short Term Debt will be prepared by Gervasi.

Clay stated the bank requires a copy of the minutes approving a motion to change authorized signers in order to change the signatures on the bank account. Reeves will have the minutes of the May 19th, 2009 ready for approval at the special meeting on May 28th, 2009.

The IGA between the City and TURA is waiting for attorney review.

There was a discussion on email as a form of communication and whether email becomes public record. Any business done by a quorum of the board through email is considered public record.

Hurd recommended agency business not be done in email format especially if more than a quorum is involved.

There will be a special meeting on May 28th, 2009 at 5:30 pm and the next regularly scheduled meeting will be June 16th, 2009.

With no further business the meeting was adjourned by Hurd at 7:15 pm.

Respectfully Submitted by:

Debbi Reeves
Administrative Assistant

Don Hurd
TURA Chairman