



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

**Phone: 503-842-2472**

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**TURA Regular Meeting  
Wednesday, June 13, 2012  
5:30 P.M.**

**Board Members Present:**

Chairman Don Hurd  
Carolyn Decker  
Alene Allen  
Lynda Casey  
John Sandusky  
Cheryl Davy

**Board Members Absent:**

Dave Schrom

**Staff Present:**

City Manager Paul Wyntergreen  
Executive Assistant Debbi Reeves

**Guests/Public:**

Mayor Suzanne Weber

**HANDOUTS AFTER BOARD PACKET DELIVERY:**

- 1) Jeff Schons, Nestucca Ridge - Letter of request for financial assistance
- 2) Scott Edwards Architectures – Pelican Pub Brewery and Tasting Room
- 3) TURA Chairman Don Hurd – Proposals and Priorities
- 4) City Manager Paul Wyntergreen – Memo of request for financial assistance
- 5) John Sandusky – Proposal Committee project completion report

1. **Call to Order and Roll Call:** Chairman Hurd called the meeting to order at 5:35 P.M. and asked Reeves to call the roll. D. Schrom was absent.
2. **Approval of Minutes:** Chairman Hurd asked for approval of the minutes.
  - C. Decker made a motion to approve the regular meeting minutes of May 9, 2012 as written. The motion was seconded by A. Allen. Hurd called for the vote and ayes were received by all board members present. The motion passed unanimously.
  - C. Decker made a motion to approve the Budget Committee meeting minutes of May 15, 2012 as written. The motion was seconded by J. Sandusky. Hurd called for the vote and ayes were received by all board members present. The motion passed unanimously.
3. **Approval of Bills:** With no questions or comments on the bills Chairman Hurd asked for a motion to approve the bills.

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- **A. Allen made a motion to approve the payment of the bills in the amount of \$9,942.40 (Check #652-661). The motion was seconded by Casey. Ayes were received by all board members present. The motion carried.**

4. **Financial Report:** **D. Reeves** commented on the Financial Statement explaining the potential transfer from the General Fund account to the TIF account to balance the accounts.

- **J. Sandusky made a motion to approve the April 30, 2012 Financial Statement as presented. C. Davy seconded the motion. Ayes were received by all board members present and the motion passed unanimously.**

5. **Non-Agenda Items:** None

6. **Public Hearing - Budget Hearing FY 2012-2013:**

**Chairman Hurd** opened the Budget Hearing at 5:45 P.M. and read the hearing disclosure statement. There was no audience. There was discussion about cash carry-over, IGA services, and staff wages. **Chairman Hurd** closed the Budget Hearing at 5:55 P.M.

7. **New Business:**

a) **Project Priorites:** **P. Wyntergreen** noted there was one written comment received and went over project priorities. There was Board discussion about current projects, future projects, borrowing, budget lines, and design concepts.

**P. Wyntergreen** commented on Streetscapes projects, the ODOT intersection project, and the Pelican Pub letter of request for assistance. There was board discussion on these topics and the request for assistance from **Jeff Schons**, Pelican Pub and Brewery.

- **C. Davy made a motion to give Jeff Schons up to \$2,800 for an assessment of the structure as noted in the letter of request and that TURA receive a copy of that assessment. She also noted the assessment should be something similar to what was done on the Beals Building. The motion was seconded by Sandusky. With no further discussion ayes were received by all board members present. The motion passed unanimously.**

b) **Finance Committee Request and Assistance for City Shops:** **P. Wyntergreen** presented the recommendation of the City Finance Committee for financial assistance from TURA. He went over the figures presented on the memo handed out to the board. There was discussion about the city shop property, the renovations needed on the building, costs, and annexation.

- **Chairman Hurd made a motion for the Chair to set up a committee to meet**

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with City staff and come back with a recommendation to the TURA Board. A. Allen seconded the motion. Chairman Hurd called for the vote. Ayes were received by L. Casey, C. Decker, A. Allen, C. Davy, and D. Hurd. J. Sandusky voted no. The motion passed with a majority.

c) **2012-2013 Budget Approval:** There was discussion of cash carry-over and budget changes. P. Wyntergreen explained the potential changes.

➤ D. Hurd made a motion to take the Budget Committee recommendations except for a change to line 1 of the General fund resources to \$248,642 and a change line 27 of the General Fund expenditures to \$344,942 and to adjust the totals accordingly. The motion was seconded by Sandusky. With no further discussion ayes were received by all board members present. The motion passed unanimously.

➤ J. Sandusky made a motion to approve the 2012-2013 Budget with the two changes as made. L. Casey seconded the motion. Hurd called for the vote and ayes were received by all board members seated. The motion carried.

d) **Resolution 2012-04 Adopting the Budget for FY 2012-2013:**

➤ J. Sandusky made a motion to adopt Resolution 2012-04 and to have staff make the changes on the resolution as stated and instruct the Chair and Vice Chair to sign. C. Davy seconded the motion. With no further discussion ayes were received by all board members present. The motion passed unanimously.

e) **Minor Revision to Grant-Loan Program Guidelines and Overview:** D. Reeves explained the minor change on the Grant-Loan Guidelines and Overview document. There was board discussion.

➤ J. Sandusky made a motion to take out the line on 2 of the document referring to an annual deadline. A. Allen seconded the motion. With no further discussion ayes were received by all board members present. The motion passed unanimously.

f) **Resignation of Board Director Lynda Casey:** Chairman Hurd told L. Casey what an asset she has been to TURA for over a year and that she will be greatly missed. The entire board wished her well in her retirement.

g) **Bank of Astoria Request and Consideration:** D. Reeves explained the Bank of Astoria was going to send a proposal for adding her as an authorized person to inquire on the account and the possibility of moving the TURA checking to their bank. Nothing was received so this will be held over until the next meeting.

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## 8. Pending Business:

a) **Petersen-Thompson Façade Grant:** Chairman Hurd commented on the invoices dropped off just prior to the meeting from Petersen and Thompson. J. Sandusky and L. Casey of the Proposal Committee will review the invoices. A handout was given to the board prior to the meeting from J. Sandusky reporting on the committee visit to the site.

➤ **A. Allen made a motion to pay the balance of the grant of \$3,700 to Petersen and Thompson upon review and approval by the Proposal Committee. J. Sandusky seconded the motion. Ayes were received by all board members present. The motion carried.**

b) **Plan Amendment:** P. Wyntergreen noted the 2<sup>nd</sup> Reading of the Ordinance to Adopt the Plan Amendment will be done at the June 18, 2012 City Council meeting. The ordinance will take effect 30 days after that.

## 9. Committee Reports and Project Updates:

a) **Streetscapes Committee:** L. Casey reported on the Streetscapes Committee meeting from June 12, 2012. The committee has begun the planning of the restoration of the alleyway between the Beals Building and the Elks Club. They are also working on the preliminary planning of the 2<sup>nd</sup> Street pilot project. There was discussion about design assistance, murals, lighting, and awnings.

b) **Langlois Façade Project:** D. Reeves reported she had spoken with Carol Langlois. They are out of town at the time but would like to possibly meet with the board before the next meeting to discuss assistance. Painting the building has been put on hold as they have discovered building repairs will need to be done first.

c) **Kershaw Grant Project:** The board discussed and there has been no word from Mr. Kershaw. The building is being worked on slowly.

## 10. Correspondence/Information:

a) **EDC Dinner:** D. Reeves asked the board to call her if they would like to attend.

b) **Hoquarton Heritage Grant:** P. Wyntergreen noted the Notice of Intent has been sent for the grant. An invitation to apply should come by August if accepted.

c) **OPI Conference:** No comments

d) **Field Trip To Astoria:** Board discussed why the trip was planned and who intended to go. Board needs to let staff know if they would like to go and carpool.

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11. **Concerns of the Board:** Mayor Weber commented the board should plan a trip to Albany and some other cities. This was discussed.

Chairman Hurd commented on the mural on the Rodeo Steak House. This was discussed

C. Davy commented and explained about the “Company’s Coming Cleanup” set for June 16, 2012.

The board watched a video called “Let’s Paint the Town”.

12. **Meeting Notices:** The next meeting will be July 11, 2012

13. **Adjournment:** With no further business Chairman Hurd adjourned the meeting at 8:05 P.M.

Prepared by:  
Debbi Reeves  
Administrative Assistant

Reviewed by:

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Don Hurd – Chairman