



Tillamook Urban Renewal Agency
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TURA Regular Meeting
Thursday, September 23rd, 2010
5:30 P.M.

Board Members Present:

Chairman Don Hurd

Joe Martin

Carolyn Decker

Alene Allen

Sean Lambert

Board Members Absent:

Suzanne Weber – excused

Tony Faulkner

Staff Present:

Rob Drake: Interim City Manager

Lynda Casey: City Staff

Arley Sullivan: Public Works Director

Guests/Public:

Beth Vostal

1. **Call to Order and Roll Call:** Chairman **Hurd** called the meeting to order at 5:30 P.M. **Casey** called the roll of the board. **Weber** was excused to attend the League of Oregon Cities Conference and **Faulkner** was absent.

2. **Approval of Minutes:** None

3. **Approval of Bills:** None

4. **Non-Agenda Items:**

Beth Vostal, a vendor from the 2nd Street Public Market introduced herself. She expressed her concern with the Public Market committee that is largely made up of vendors who decide who and what comes into the market as new vendors. She would like an opinion from the TURA Board on this issue. She expressed her thoughts of possible conflict of interest. **Hurd** asked who was on the committee and the board discussed the Public Market and Farmers' board of directors. There was discussion about public market vendors and procedures. **Hurd** noted the TURA has not authority in regards to the Public Market and suggested **Vostal** speak with **Weber** who has been on the Public Market board as well as a TURA board member. There was discussion about the management of the Public Market. **Hurd** will speak with those individuals the TURA has contact with

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City Administrator: Rob Drake, Administrative Assistant: Debbi Reeves

from the Public Market.

5. Pending Business:

a) **1st Street Parking Lot Update:** **Chairman Hurd** told the board the RFP had been advertised and letters sent out to local contractors and only one bid had been received from **Westwind Concrete** by the September 17th deadline. **Sullivan** went over the concrete bid, commenting and explaining his concerns with the proposal. He did not agree with some of the measurements and contents of the bid. **Sullivan** also mentioned **Rich Gitschlag**, the engineer hired to develop the plans for the parking lot, may agree to work as the project manager. Construction of the parking lot was discussed. **Sullivan** asked the board to reject the bid as “non-responsive” and to send a letter to **Jeff Hurliman** of **Westwind Concrete**. He also recommended contacting 3 or 4 concrete companies in the area explaining what the TURA is looking for in the bid. Electrical lighting at the parking lot was also discussed.

➤ **Decker made a motion to send a letter to Westwind Concrete rejecting the proposal due to discrepancies and a “non-responsive” proposal process on the 1st Street Parking Lot. The motion was seconded by Allen. Ayes were received by all board members present. The motion passed unanimously.**

➤ **Hurd made a motion to instruct Arley Sullivan, Public Works Director to request proposals from at least 3 other concrete companies for the 1st Street Parking Lot project. The motion was seconded by Allen. Hurd called for the vote and ayes were received by all board members present. The motion passed unanimously.**

The letter to **Westwind Concrete** was discussed and it was decided to include the bid rejection reasoning and let **Mr. Hurliman** know he would be contacted when TURA was ready for him to resubmit a bid. **Sullivan** will prepare the letter and **Hurd** will review and sign.

Allen mentioned a light pole on the 1st Street property. The light pole and bricks on site were discussed.

b) **3rd Street Improvement Project:** **Chairman Hurd** explained what had changed with the 3rd Street Improvement Project and that only the figures for the county had changed. Because of this change the county is requesting an amendment to the 3rd Street Transportation Grant Resolution 2010-06. A copy of the amended resolution was included in the meeting packets.

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- **Martin made a motion to approve Resolution 2010-06 as amended which was seconded by Allen. After some discussion Hurd called for the vote and Ayes were received by all board members present. The motion passed unanimously.**

Drake will make sure the amended Resolution 2010-06 gets to the County Public Works Department. **Hurd** explained the cost changes and that the project is being set into two phases. Because of the cost issues and the grant request **Liane Welch**, County Public Works Director had to break the project into phases. It was the consensus of the board that they were in agreement with the changes.

6. New Business:

- a) **Pervious Concrete: Interim City Manager Drake** presented the board with information on pervious concrete as instructed by the board at a prior meeting. He explained his history and experience with pervious concrete. The board discussed the issue. **Sullivan** also reported on his experience with pervious concrete.
- b) **“Historic District” signage: Drake** mentioned the board had asked about signage on the railroad overpass on Hwy 6 which he has found that ODOT does allow signage with a limit of three lines of information and traditionally pays the costs. **Drake** and **Hurd** explained their thoughts on the importance of signage at this location. There was discussion about locations and signage in the Tillamook area.

7. Committee Updates:

- a) **Streetscapes Committee: Decker** reported the Streetscapes Committee had met on September 14th and they are still discussing lighting fixtures. She told the board what they had learned from PUD about the materials that should be used. **Decker** mentioned the book from **Visco** had come in but she had not had time to look through it thoroughly. Bike racks are still being looked at. They have not been able to find a local person to build the bike rack. **Allen** asked **Sullivan** his opinion of aluminum and powder coated materials which he expressed his opinion. Board discussion was that whatever was chosen needs to be able to stand up to the weather elements in Tillamook.

8. Correspondence/Information: None

- 9. **Concerns of the Board: Chairman Hurd** mentioned the Public Market has blade signs to install and may need a structural engineer look at them and give their approval. **Sullivan** addressed the issue.

Chairman Hurd mentioned the Oregon Main Street Conference will be held in Albany October 6th, 7th and 8th. **Decker, Allen** and possibly **Weber** are all planning to attend. **Hurd** spoke about some of the programs happening in other cities. He also noted the EDC and several other agencies were funding the program for attendees.

10. **Meeting Notices:** The next regular meeting is October 14th, 2010.
11. **Adjournment:** With no further business **Chairman Hurd** adjourned the meeting at 6:47 P.M.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman