



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

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**TURA Meeting**  
**Thursday, September 24<sup>th</sup>, 2009**  
**5:30 P.M.**

**Board Members present:** Don Hurd, Sean Lambert, Aaron Zimmerman, Carolyn Decker

**Board Members absent:** Sally Clay - excused, Suzanne Weber - excused

**Staff Present:** Mark Gervasi: City Manager

**Guests/Public:** Bill Baertlein, Baertlein and Phegley, CPA's

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

**Hurd** asked for the minutes from September 10, 2009 be approved.

- **Zimmerman** made a motion to approve the minutes as presented. **Decker** seconded the motion. The motion passed unanimously by all board members present.

**Hurd** introduced **Bill Baertlein**, CPA for TURA and asked him to present the monthly financial report to the board. **Baertlein** explained the financial report and noted that expenditures were still low. He asked how he could better help the board to understand the financial report. **Hurd** asked about the LGIP interest rate compared to local bank I interest rates. Rates are very low at this time. There was a discussion about the format of the financial statement presented. There were questions regarding outstanding checks. **Zimmerman** asked what other agencies ask of his CPA firm in the terms of explanations of monthly financial documents. **Baertlein** was open to the idea of coming each month if necessary. The board thanked him for his participation in the meeting.

**Hurd** asked **Decker** to give a report on the playground equipment for Goodspeed Park. She explained the equipment at the park is old and needs replacement. The City Beautification Committee is addressing the subject. **Zimmerman** asked if she had approached the Lions Club as he believes they might have an interest. **Gervasi** explained it was the Rotary Club and their interest was with Peace Park. **Hurd** thinks maybe other service clubs may want to be involved. **Gervasi** explained the swing sets are new but the wooden structure needs replaced. **Hurd** asked that a joint effort be looked at with the Beautification Committee and local service groups. **Lambert**

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Agency Board Members:

Don Hurd, Chair; Sally Clay, Vice-Chair;

Members At Large: Carolyn Decker; Suzanne Weber, Sean Lambert, Aaron Zimmerman

City Administrator: Mark Gervasi, Staff: Debbi Reeves

thought the TURA should inventory and look at the whole park. **Gervasi** mentioned grants for skate parks in local communities through the State Parks Division. **Hurd** will talk with **Marshall Doak** of the OECD. **Decker** and **Weber** will look into the issue and report back to the board.

**Hurd** mentioned **Weber** had asked about the letter to **David Dixon** and **Hurd** explained why the letter was sent and what is thought were toward repairing the façade of the historic building. **Gervasi** explained he had received a call from the owner and she will write a letter to the TURA. There was a discussion about historic buildings in Tillamook. **Hurd** would like to look into this further. **Zimmerman** would like to explore the awnings being repaired on the Beals Building also. There was a discussion about the Beals Building. The board would like to have the Fire Marshal and the County building officials look into the safety issues surrounding the Beals Building. **Gervasi** will contact them. **Gervasi** advised a Façade line could be added to the budget next year. There was a discussion about supplemental budget processes. **Gervasi** explained his idea of how to offer façade grants to property owners. **Hurd** thought a generic letter should go out to property owners as a start with a follow-up personal letter if there is no response. There was more discussion about the letters.

**Decker** reported on the preliminary title report and the documents included.

The TURA/City IGA was tabled by **Hurd** until the full board is in attendance.

The next item on the agenda was Resolution for Minor Urban Renewal Amendments which was explained by **Gervasi**. He spoke about the corrections listed on the resolution. **Zimmerman** and **Hurd** would like Exhibit A amended to “people” and not “shoppers”. **Hurd** asked if there were any other corrections to note.

- A motion to approve Resolution 2009-08 for Minor Urban Renewal Amendments was made by **Zimmerman** and seconded by **Hurd**. Ayes were received by all members seated and the motion passed unanimously.

**Hurd** mentioned **John Janac** is satisfied with the draft contract and changes agreed upon. **Hurd** spoke with **Henson** to see if he would be able to get **Janac** to sign the contract. **Janac** will be in Tillamook in the next week. There are still issues regarding the IOOF building and putting sprinklers in the building and water lines. The lease for the Public Market and signing the contract was discussed.

The TURA brochure agenda item will be held over to a later date.

**Zimmerman** explained his thoughts for laptop computer and the needs for a computer at **Reeves’** desk. **Hurd** and **Gervasi** have spoken about the City purchasing a computer and billing TURA for a portion. She does City work and TURA work at her work station.

- **Zimmerman** withdrew his motion from the September 10, 2009 meeting to purchase a computer for **Reeves’** office.
- **Zimmerman** made a new motion for the TURA to contribute 50% up to

\$1000 for a new computer and software for **Reeves'** office with the City to retain ownership and the TURA to use free of charge. The motion was seconded by **Hurd**. Motion passed unanimously by board members present.

Opportunity sites and plan amendments explained and discussed. **Decker** noted one of the properties not included that needs to be added to the site list. 1S 09 30 CC Tax Lot 9300 was added. **Zimmerman** asked about the Beal Building which is on the list.

**Gervasi** pointed out the language for plan amendments.

➤ A motion was made by **Hurd** to approve the potential opportunity sites for development and redevelopment striking those that are outside the district and approving them under acquisitions requiring City Council approval under Section 800 of the Plan with amendments as noted. A second was made by **Lambert**. Ayes received by all member seated and passed unanimously.

**Gervasi** explained the next steps in going to the City Council to proceed with plan amendments.

**Decker** reported on property updates. The **Cameron** property purchase is progressing and is at the title company. **Hurd** spoke with **Kimmel's** and there are medical issues with the family so they are not able to be reach at this time. The appraisals for the **Carver** property will be a bit higher because of the two buildings.

**Lambert** did not have an update on the Hoquarten Park project. He has spoken with a lady from Pacific City about their lighting ordinance and lighting resources to look at. **Zimmerman** asked who he could get in touch with about flood levels at the Hoquarten Park. There was a discussion about flooding issues and the park lights. This will be on the agenda for next month.

Holiday dates conflict with meeting dates for November and December.

➤ **Zimmerman** made a motion to have meetings on November 12<sup>th</sup> and December 10<sup>th</sup>, 2009 and call special meetings should the need arise during those two months. **Lambert** seconded the motion. Ayes received by all and the motion passed unanimously.

**Tom Connaughton** will be the Chair of the Streetscape Committee and will be speaking with **Hurd** soon and putting things together.

With no further business, next meeting date of October 8<sup>th</sup>, 2009 was announced and the meeting was adjourned by **Hurd** at 6:59 pm

Prepared by:  
Debbi Reeves  
Administrative Assistant

Reviewed by:

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Don Hurd – Chairman