



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

Phone: 503-842-2472

Fax: 503-842-3445

**TURA Regular Meeting
Thursday, September 9th, 2010
5:30 P.M.**

Board Members Present:

Chairman Don Hurd
Suzanne Weber
Joe Martin
Carolyn Decker
Alene Allen
Tony Faulkner

Board Members Absent:

Sean Lambert - excused

Staff Present:

Rob Drake: Interim City Manager
Debbi Reeves: Administrative Assistant

Guests/Public:

Elaine Faulkner, Doug Henson, Chris Kell, Katherine Meuser

1. **Call to Order and Roll Call:** Chairman Hurd called the meeting to order at 5:30 P.M. Reeves did the roll call of the board noting Lambert had asked to be excused. Chairman Hurd introduced Interim City Manager Rob Drake and welcomed him to the meeting.

2. **Approval of Minutes:** Chairman Hurd asked if there were any corrections or additions to the minutes of August 26th, 2010. Being no corrections or additions:

- **Weber made a motion to accept the minutes as presented, which was seconded by Allen. Ayes were received by all board members seated and the motion passed unanimously.**

3. **Approval of Bills:** Chairman Hurd asked Reeves if there were any comments. Reeves mentioned the payment to Columbia Cascade was for pedestals for the new trash cans. She explained Jon Williams of the Street Department had requested the pedestals for proper installation of the cans. With no further comments or questions Hurd asked for a motion to approve the bills.

- **Weber made a motion to pay the bills in the amount of \$2,833.75. The motion was seconded by Decker. Ayes were received by all board members present and the motion passed unanimously.**

Agency Board Members:
Don Hurd: Chairman; Vice Chair; Suzanne Weber
Joe Martin, Carolyn Decker; Sean Lambert, Alene Allen, Tony Faulkner
City Administrator: Rob Drake, Administrative Assistant: Debbi Reeves

4. **Non-Agenda Items:** There were no public comments or non-agenda items.

5. **Pending Business:**

- a) **Presentation: Chairman Hurd** went over the Public Market opportunities and discussed what the Public Market offers to the community. He spoke about the history of the Public Market and the **Janac** building project. **Chairman Hurd** explained why the TURA would be making an award presentation. **Decker** thanked **Henson** and **Kell** for all of their hard work in making the Public Market a success. **Weber** read the plaque and presented it to **Henson** and **Kell**. **Henson** thanked the TURA board and spoke of his history and working with the TURA. He thanked the TURA for their part in the project. **Chairman Hurd** remarked that money and grants from all over the community helped make the Public Market become a reality. **Henson** noted they will do everything they can to promote the Public Market during the winter months. **Faulkner** mentioned there are new signs ready to be installed. **Chairman Hurd** noted the TURA would like the plaque mounted inside the Public Market for all to see.
- b) **1st Street Parking Lot Update: Chairman Hurd** told the board the City Planning Commission had given their final approval at the meeting on September 2, 2010. **Reeves** has sent out the Request for Proposal letters and put the legal notice in the Headlight Herald which ran on September 1, 2010.

6. **New Business:**

- a) **3rd Street Transportation Enhancement Grant: Chairman Hurd** went over the Transportation Enhancement Grant Resolution 2010-06. He explained what the grant is about, why the county is asking for a resolution. There was discussion. **Hurd** will get a LOC from the credit union at the request of the board for \$65,000 explaining this will only happen if the county is successful in the grant process. **Hurd** explained the funding at TLC Credit Union. **Hurd** went on to explain what is going on with the project at this time. He noted that funding for paving will still have to be addressed at a later time. Drainage was discussed. Holden Creek was discussed. **Drake** commented on his experience with drainage issues noting that grant options could be looked at. **Drake** also noted in the Willamette Valley they are recycling concrete in the Metro area using it as base. He also mentioned environmental friendly concepts. **Allen** commented on storm water drainage.

➤ **Weber made a motion to authorize the Chairman to sign Resolution 2010-06 and to instruct the Chairman to contact TLC Federal Credit Union to prepare a Line of Credit (LOC) in the amount of**

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\$65,000 for future use in the 3rd Street Transportation Enhancement Grant. The motion was seconded by Faulkner. After discussion Hurd called for the vote and ayes were received by all board members present. The motion passed unanimously.

b) **Banking Signatures: Chairman Hurd** explained there have been times when trying to find 2 board members to sign checks has been a problem. He mentioned that many boards have all board members listed as authorized signers with 2 signatures on checks. This was discussed. **Hurd** would like to see all the board listed as authorized signers on the TURA bank accounts.

➤ **Faulkner made a motion to instruct Reeves to notify US Bank and TLC Federal Credit Union to amend the authorized signers on all accounts to include all TURA board members with any 2 signatures on checks. The motion was seconded by Weber. Hurd called for the vote and ayes were received by all board members present. The motion passed unanimously.**

Hurd stated that **Reeves** will be on vacation for the next 2 weeks and will take care of this when she returns to work.

7. Committee Updates:

a) **Streetscapes Committee: Decker** reported on the Streetscapes meeting from August 31, 2010. She explained the committee is looking at lighting fixtures. **Allen** had spoken with **James Aman** at PUD about lighting and types of metal. The board discussed lighting. **Decker** also noted there is a company in Eugene they are looking into. **Decker** and **Allen** had been to a site visit of the parking lot to look at the current lighting. The Streetscapes committee will wait to make a recommendation after looking at the information from **Visco**, a Eugene company.

8. Correspondence/Information:

Chairman Hurd discussed the **Beals Building** inspection from **Andy Stricker** and the progress of the inspection. He would like TURA to help with the awnings if possible.

Reeves mentioned the Oregon Planning Institute (OPI) Conference and the Association of Oregon Redevelopment Agencies (AOAR) Fall meeting and asked anyone on the board who was interested in attending either of the meeting to contact her and she would make arrangements.

9. **Concerns of the Board:**

Chairman Hurd asked **Reeves** to contact **Tom Connaughton** from Diamond Art and ask for a copy of his cancelled check or a paid receipt from the contractor in order to fund the Façade Grant. This is in accordance with the established procedures in the grant guideline.

Faulkner commented on signage and historic Tillamook. **Weber** spoke about the historical society and mentioned at one time there was an Oregon Historical Society plaque on the **Janac (IOOF) Building** at one time. This was discussed. **Hurd** also mentioned the signs on the railroad overpass on Hwy 6. **Drake** will ask **Arley Sullivan**, Public Works Director to locate a contact person and see what can be done. **Weber** mentioned enhancement programs and a reader board. Reader boards were discussed. Signage at the Tillamook County Creamery Association (TCCA) was discussed.

Allen mentioned she had attended the South County Chamber meeting and spoke about the new fire department building including the progress and location being looked at.

Weber brought up a letter in the Headlight Herald regarding the dismal look of cemeteries in the Tillamook area. It was discussed that these cemeteries are not in the urban renewal district but that the TURA could possibly write a letter. **Hurd** wondered if there was any kind of maintenance program and thought TURA needs to look into the issue and help if they can.

10. **Meeting Notices:** The next regular meeting is September 23rd, 2010.

11. **Adjournment:** **Chairman Hurd** adjourned the meeting at 6:25 P.M.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman