

AGENDA
REGULAR TILLAMOOK CITY COUNCIL MEETING
~ Tuesday, January 22, 2013 at 7:00 p.m. ~
TILLAMOOK CITY HALL, 210 LAUREL AVENUE
www.tillamookor.gov

WORKSHOP--5:30 P.M.: Planning Commission Recommendations on the Parks and Recreation Master Plan

CALL TO ORDER--7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES-- None

PROCLAMATIONS

1. Oregon Q Care Customer Service Training Program

PRESENTATIONS

1. Police Department Citizens Award
2. Beautification Award

CITIZENS HEARING/AUDIENCE COMMENTS-- Non-Agenda Items

This is the time reserved for citizens to address the Council on matters related to city government and properly the object of Council consideration. Time is limited to five (5) minutes for each speaker, unless the Council decides prior to the citizen hearings period to allocate more or less time. The purpose of the citizen hearings period is to provide citizens an opportunity to be heard by the council, primarily on issues not on the agenda.

NEW BUSINESS

1. Tillamook Child Care Center Grant Letter of Support
2. Tillamook Farmer's Market/City of Tillamook Tourism Promotion Agreement
3. Port of Tillamook Bay/City of Tillamook Intergovernmental Agreement (IGA)
4. Recognition of Planning Commission Vacancy
5. Planning Commission Volunteer Applications and Appointment
6. Excuse Councilor Davy for Upcoming Meetings
7. Set Hearing for Appeal of Tillamook PUD Transmission Line CUP

PENDING BUSINESS

1. Streetscapes Recommendation

LEGISLATIVE

1. **Resolution 1624--A RESOLUTION AMENDING RESOLUTION 1548 AND ESTABLISHING NEW EXTRA STRENGTH SEWAGE SURCHARGE RATES FOR THE CITY OF TILLAMOOK**

COUNCIL CONCERNS – Non-Agenda Items

MONTHLY REPORTS

1. City Recorder
2. Mayor (Verbal Report)

COMMITTEE REPORTS

1. TURA
2. Beautification Committee
3. Public Works Committee

CORRESPONDENCE/STAFF COMMUNICATIONS/DISCUSSION

1. Invitation to City Day at the Capitol--February 27, 2013
2. Memo Regarding Questions of the Pond at Shilo Inn
3. Curation Fee Letter

AUTHORIZATION TO PAY BILLS

1. Accounts Payable Batch 1/22/2013

ADJOURNMENT

THIS IS A PUBLIC MEETING PER ORS CHAPTER 192. THE CITY COUNCIL RESERVES THE RIGHT TO CALL AN EXECUTIVE SESSION PER ORS 192.660. CITY HALL IS HANDICAP ACCESSIBLE. PLEASE CONTACT THE OFFICE OF THE CITY MANAGER SHOULD SPECIAL ACCOMMODATIONS BE REQUIRED. CITIZENS WITH VISUAL OR MANUAL IMPAIRMENTS MAY CONTACT THE OREGON

RELAY SERVICE BY PHONING 1-800-648-3458 (TDD) OR 1-800-848-4442 (VOICE). THE CITY OF TILLAMOOK IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.

Upcoming City Meetings:

Regular City Council Meeting: Monday, February 4, 2013 @ 7:00 p.m.

Planning Commission: Thursday, February 7, 2013 @ 7:00 p.m.

TURA Streetscapes Committee: Tuesday, February 12, 2013 @ 12:00 p.m.

TURA Board Meeting: Wednesday, February 13, 2013 @ 5:30 p.m.

City Council Regular Session

Meeting Date: 01/22/2013

Re: Parks and Recreation Master Plan

From: Abigail Donowho

Information

Subject:

WORKSHOP--5:30 P.M.: Planning Commission Recommendations on the Parks and Recreation Master Plan

Attachments

Title Page

Chapter 1--Intro

Chapter 2--Inventory

Chapter 3--Community Needs Analysis

Chapter 4--Park System Improvements

Chapter 5--Improvement Project Phasing

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

Appendix F

Appendix G

City Council Regular Session

6. 1.

Meeting Date: 01/22/2013

Re: Q Care Customer Service

From: Abigail Donowho

Information

Subject:

Oregon Q Care Customer Service Training Program

Attachments

Q Care

PROCLAMATION

Oregon Q Care Customer Service Training Program

WHEREAS, tourism is one of the City of Tillamook's largest and most important industries, and

WHEREAS, the tourism industry is one of the City of Tillamook's top employers and is a leading contributor to Tillamook's great way of life. The continued success of the City's tourism industry directly depends on first class service that will make our visitors' Tillamook experience memorable, and

WHEREAS, good customer service is all about sending customers away happy and bringing customers back. If customers are happy, they will pass their positive experience along to others, who may then try local products or services for themselves, and

WHEREAS, the City of Tillamook endorses The Oregon Quality Care (Q Care) Customer Service Training Program is a statewide customer service training certification program created to support the development of the Tourism & Hospitality Industry through enhanced guest experiences, and

WHEREAS, the Q Care Program provides statewide standardized customer service training, emphasizes the importance of quality customer service in the Tourism & Hospitality Industry, and equips Oregon employees with tools and resources needed to better serve our visitors, and

WHEREAS, the Oregon Q Care customer service training program is offered at no charge by Travel Oregon and the City of Tillamook is confident that you will reap many benefits from the successful completion of this program. By taking the time to learn the Q Care system of customer service you help not only yourself and your employer, but will provide the type of service that will keep visitors coming back to Tillamook visit after visit.

NOW THEREFORE, I, the Mayor of the City of Tillamook respectfully request that all residents involved in the tourism industry in the community of Tillamook, Oregon take advantage of the training program through the Q Care website at www.oregonqcare.com and utilize that training to promote excellent customer service in the City of Tillamook and our entire community.

Signed this 22nd day of January, 2013

Mayor Suzanne Weber
City of Tillamook, Oregon

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re: Citizen Award

From: Abigail Donowho

Information

Subject:

Police Department Citizens Award

City Council Regular Session

2.

Meeting Date: 01/22/2013

Re: Beautification Award

From: Abigail Donowho

Information

Subject:

Beautification Award

Fiscal Impact

Fiscal Year: 2012/13

Fiscal Impact:

Mayor and Council Fund: Beautification Award of \$100.00

Attachments

Certificate

Property Improvement and Beautification Award

Presented to

Tyler Baldwin

located at 524 Cedar Avenue in Tillamook.

Voted the Most Improved Property and Landscape
by the City of Tillamook in December, 2012.

Signed and dated this 22nd day of January, 2013

Mayor Suzanne Weber

Councilor Joseph Martin, Ward 1

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

Tillamook Child Care Center Grant Letter of Support

City Council Regular Session

2.

Meeting Date: 01/22/2013

Re: Farmer's Market Agreement

From: Abigail Donowho

Information

Subject:

Tillamook Farmer's Market/City of Tillamook Tourism Promotion Agreement

Attachments

2013 Contract Proposal

TFM Dates

Email re: TRT Contract

TFM Final Data

**TILLAMOOK FARMERS' MARKET / CITY OF TILLAMOOK
TOURISM PROMOTION AGREEMENT**

This Agreement is made and entered into by and between the City of Tillamook, a municipal corporation of the State of Oregon, hereinafter called the "City" and the Tillamook Farmers' Market, an Oregon not-for-profit corporation, hereinafter called "the Market".

WHEREAS, the Common Council of City desires to contract for a tourism promotion program utilizing funds from motel taxes collected within the City of Tillamook; and

WHEREAS, the Market has the capability and desire to undertake such a tourism promotion program,

NOW, therefore, in consideration of the sums to be paid by City and the obligations to be performed by the Market as hereinafter set forth, the parties hereto mutually covenant, stipulate, and agree as follows:

- 1. Promotions Fee.* City agrees to pay to the Market a fee to perform a tourism promotions program. Said agreed upon fee shall equal 0.03% of the total actual motel tax collected by the City during the effective period of this agreement.
- 2. Payment.* Monies payable under paragraph 1 shall be transmitted by City to the Market quarterly, by the 15th day of the month following the last day of the quarter based upon the actual receipts received during the quarter prior.
- 3. Promotions Program.* Annually, the Market shall develop and implement a tourism promotions program designed to encourage visitors to attend the Tillamook Farmers Market and to promote local business and attractions within Tillamook, by generating additional foot traffic and potential business in the Town Center area which is described as the area between Laurel & Stillwell Avenues and First & Fourth Streets of the City. All expenditures must follow guidelines set forth by ORS 320.350.5a and be defined as such set forth in ORS 320.300. By definition of these regulations, the Market may fund any of the following activities: advertising, publicizing or distributing of information for the purpose of attracting and welcoming tourists; conducting strategic planning and research necessary to stimulate future tourism development; and marketing special events designed to attract tourists. The initial promotions program shall be presented to the Council, along with any baseline data available, during the Use of Funds Report described in Section 7 on or before May 15th, 2013 and amendments may be presented every year thereafter. The proposed program and amendments shall be presented for ratification by the City Council at that time.
- 4. Use of Funds.* All funds paid by City under this Agreement shall be disbursed for expenses related to, or in support of achieving the measurable benchmarks in section 6.
- 5. Use of Funds Reports.* On or before Dec. 30th of every year the Market shall report to the City on past calendar year's measurable benchmarks, accomplishments or challenges occurring with TRT funds received.

6. *Measurable Benchmarks.* The Market's measurable benchmarks through said promotions program are 1.) Demonstrate an average season increase of 50 people per day to the Market against a baseline of 2100 people over a five year period resulting in a new baseline count of 2350. This takes into account rain and unfavorable weather conditions as well as scheduled construction changes. The foot traffic report for the Market will be reported at the end of the season and is calculated based on weekly foot traffic counts conducted on each market day. 2.) Demonstrate that the Market is promoting foot traffic to retailers and restaurants in the Town Center area referenced above. Retailers will be asked at the end of the Market season to complete a questionnaire on how foot traffic to their businesses was affected during the previous market season. This information will be provided in the *Use of Funds* report by Dec. 30 each year. Documentation of businesses, which have successfully transitioned from the Market to a larger distribution channel, will also be reported. 3.) The Tillamook Farmers' Market will remain located within the Tillamook City Limits.

Should the Market fail to meet the stated traffic increases during the third year of this agreement, or any year thereafter, it shall provide reasonable evidence to council that it was beyond the control of the Promotions Program to do so.

Should the Council find that the Market did not meet set benchmarks and did not provide reasonable evidence that the cause was beyond the control of the Promotions Program, Council may amend or terminate current agreement. Notwithstanding any terms to the contrary set forth in section 14 of this agreement, termination in such cases shall be subject to a 45-day notice in writing.

7. *The Market Covenants.* The Market, in receiving monies from City and in providing services to City hereunder shall:

7.1 At all times be deemed an independent contractor and not an employee, agent, partner or joint venture with City. Parties acknowledge that any contracts entered into between the Market and any third party shall not be an obligation of the City and the Market shall not represent that it has the power or the authority to bind or obligate City.

7.2 Not discriminate in providing services hereunder on the basis of age, race, sex, color, religion, or national origin.

7.3 Not assign, transfer or delegate to any third party complete operational authority for services performed under this Agreement without the prior written consent of City, which consent will not be unreasonably withheld or delayed.

8. *Indemnity.* The Market shall be solely responsible and shall hold City harmless from all matters relating to the Market's performance under this Agreement, including payment of its employees in compliance with social security, withholding, and other regulations governing such matters. The Market shall, at all times, indemnify and hold City harmless from and against any and all actions or causes of action, claims, demands, liabilities, losses, damages, or expenses of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the Market's performance under this Agreement. City shall, at all times indemnify and hold the Market harmless from any and all actions or causes of action, claims, demands, liabilities, losses, damages, or expenses of whatsoever kind and nature, including

attorney fees, which the Market may sustain or incur as a result of errors or omissions in City's performance under this Agreement.

9. *Term.* This Agreement shall take effect the 1st day of January 2013. The City will retroactively include payment to the Market for the 3rd and 4th quarters of 2012 to be paid by February 15, 2013. The Agreement shall remain in effect for a period of up to 5 years, appropriated annually.

10. *Compliance with the Law.* The Market shall observe and comply with all local, state, and federal laws, ordinances and regulations applicable to the services described in this Agreement.

11. *Notices.* The address of the parties to this Agreement for purpose of any notices permitted or required under this Agreement are as follows:

CITY: City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141

CONTRACTOR: The Tillamook Farmers' Market
PO Box 298
Netarts, OR 97143

12. *Integration.* This Agreement constitutes the entire and fully integrated agreement between the parties. All prior negotiations or agreements between the parties, oral or written, are superseded by this Agreement.

13. *Modification.* This Agreement may not be released, discharged, abandoned, changed, or modified in any manner, except by an instrument in writing signed on behalf of each of the parties by their duly authorized representatives.

14. *Termination.* This agreement may be terminated at any time by either party by giving the other party not less than ninety (90) days notice, in writing, of that party's intent to terminate the agreement.

15. *Titles and Headings.* Titles and headings to sections and paragraphs herein are inserted for convenience of reference only and are not intended to be a part of or to affect the meaning or interpretation of this Agreement.

DATED this _____ day of _____, 2013.

Suzanne Weber, Mayor
City of Tillamook

John Lee, Tillamook Farmers' Market President

ATTEST:

Abigail Donowho, City Recorder

Debbi Reeves

From: Paul Wyntergreen
Sent: Wednesday, January 16, 2013 10:32 AM
To: Debbi Reeves
Subject: FW: TFM Data Page
Attachments: Tillamook Farmers Market Data Final 1-15-13.pdf

Include this email and attachment also.

-----Original Message-----

From: John Lee [<mailto:bearcave.or@gmail.com>]
Sent: Sunday, January 13, 2013 11:33 PM
To: Paul Wyntergreen
Subject: TFM Data Page

Paul,

Here is another copy of the TFM data page to be included as an addendum to the TRT contract when presented to the City Council. The one I sent previously had a typo.

I will also send along the latest (and I hope final) revision to the contract which includes some of your comments and corrections. Heidi and I discussed this and we have intentionally removed any direct reference to a metric involving vendor volume. Let me explain. We feel that our most important metric is foot traffic, which is also the most easily and accurately measurable. Whether we have 50 vendors or 25 vendors is immaterial to the goal of providing migration of people into downtown, provided the foot traffic remains at a similar level irrespective of vendor volume. We are also trying to promote business incubation. If we have a vendor who proves successful and departs the market to enhance business expansion, we have accomplished the incubation goal but have also possibly lost a strong vendor, thereby impacting a vendor measurement that we may have been expected to achieve. Therefore we feel that including a vendor count or vendor growth metric in this contract is somewhat conflicting and counterproductive in quantifying the overall net effect of commerce produced by the presence of the Farmers' Market.

I will forward the latest draft under separate cover. We would like to have this presented to the Council at the next meeting, and I believe you need to have the documents in final form the Thursday prior, which is Jan. 17. Let either Heidi or I know if any further revisions are necessary.

Thank you for your assistance and cooperation in this matter.

John

Debbi Reeves

From: Paul Wyntergreen
Sent: Wednesday, January 16, 2013 10:32 AM
To: Debbi Reeves
Subject: FW: TFM-TRT contract
Attachments: TFM City Contract 2013 proposal.pdf

Please include the attachment and this email in Council packet.

The two additional elements, aside from the use of the Visitor Center (described below), that staff had discussed with the Market is the potential for reviewing vendor diversity as a metric and originally the latter portion of Section 6 read as follows:

2.) Demonstrate that the Market is promoting foot traffic to retailers and restaurants in the Town Center area referenced above. This could include reconfiguration of the Market flow to guide visitors toward the Town Center area. 3.) Retailers will be asked (twice a year by the Market) to provide testimony to the City Council and the Market in joint session on how foot traffic to their businesses was affected during the previous market season and documentation of the efforts the Market took to provide goodwill and promotion of the downtown area will be provided in a the Use of Funds report by Dec. 30 each year. Testimony by businesses that have successfully transitioned from the Market to a larger distribution channel, which may include a store front location in the Town Center area, will be encouraged. 4.) The Tillamook Farmers' Market will remain located within the Tillamook City Limits.

This was changed by the Market in the submitted version that is attached. The Council should review both to see which version they prefer.

**Paul Wyntergreen
City Manager
City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141
(503) 842-2472 Ext. 3460
FAX (503) 842-3445
Email: pwyntergreen@tillamookor.gov**

-----Original Message-----

From: John & Nikki [<mailto:bearcave.or@gmail.com>]
Sent: Tuesday, January 15, 2013 11:12 AM
To: Paul Wyntergreen

Cc: SUZANNE WEBER; Heidi Luquette; Lauren Sorg
Subject: TFM-TRT contract

Paul and Suzanne,

In reference to TFM's use of the Transit Center office space and its inclusion in the TFM-City contract, we have gone fast forward in assembling and assessing inputs from our board, as this was just dropped on us yesterday, January 14, 2013.

The consensus is that we do not have a concrete plan for the use of that space at this time. This is not saying that the space would not be useful, but the ideas were so varied that this will obviously require more discussion and planning. It was also expressed that if we arrive at a plan that fails to maximize the use of the space, then we are doing the City a disservice by impeding its ability to place a tenant in that location which could provide a revenue enhancement for the town coffers. We feel that without further planning it is inappropriate to make this request of the City in this contract at this time. Rather, we need to address this at our next meeting to solicit ideas for use of that space, then explore the practicalities of executing those ideas.

For these reasons we regard this as an ancillary issue that can be addressed in the near future when all parties have had time to develop more plans and assessed the variables.

We are very appreciative of the City's assistance and concern for the welfare of the Market. We hope to arrive at a plan whereby this facility can be properly used for TFM's operations.

Thanks once again for your assistance,

John



ATTENDANCE

- * 16 week average for 2012 was 2520 persons.
- * 16 week average for 2011 was 2200 persons.
- * July through Labor Day 2012 averaged 2871 persons.
- * Post Labor Day 2012 averaged 1950 persons.
- * 6 years from 2004-2009 averaged 1659 persons
- * Average number of vendors: 40 individual vendors occupying 45 spaces in 2012

GROWTH

- * Market attendance increased 14.5% from 2011 to 2012
- * Attendance in 2012 grew 52% over the 2004-2009 6 year average.

FINANCIAL

We completed a DOT survey in August, 2012 and concluded that each person spent \$17.86 on average. Expanding this data over the entire market season results in a gross expenditure of \$720,162 in the Farmers' Market.

Over 40,000 people visited the market, and over 50% came from greater than 50 miles away, including many from out of state. Nearly 18,000 people came into Tillamook to specifically attend the Farmers' Market. Since this was their sole purpose, it can be concluded that over 1100 people came into downtown each Saturday who would not have come into town without the presence of the market.

VARIABLES

- * Weather. In 2012 we were generally blessed by decent weather. We had four days in which the attendance exceeded 3000, a mark never achieved in any previous year. We cannot expect to always be so fortunate weather wise. On rainy days we have seen declines of 500-1000 people from what would be expected on a sunny day.
- * Construction. The modification of the highway 6/101 intersection beginning in 2015 will have an unknown effect on the market, but it seems unlikely that the turmoil created by this project will have a positive influence on market attendance. We anticipate having to do step by step planning to deal with this inconvenience.

DIVERSITY OF PRODUCT & DRAW TO MARKET

At Market, you will find fresh produce, free-range eggs, oysters, grass-fed meats, artisan and value-added foods, landscape and nursery plants, as well as a variety of prepared food options for hot on the spot meals. You will also find talented artwork, crafts as well as live music on an average market day; live music is a huge customer draw. TFM has the goal of continued growth in attendance, and in both the number and quality of vendors over time as economic conditions permit. We also intend to promote the downtown area with visible signage inside the market to encourage migration of people to other areas of commerce.

SMALL BUSINESS INCUBATION AT MARKET

Tillamook Farmers' Market provides farmers, producers and artisans with a direct market opportunity. These vendors grow a loyal customer base, increase their visibility in the community, in farmers market circuits, and in the press. The Market also hosts the Food Roots FarmTable which is a micro-enterprise incubator for 20 youth and adult food businesses, who then make the next step up and become full market vendors, having gained service skills and experience as a direct market vendor; also having developed a customer base at Market. Market vendors ranging from farmers to restaurant or food stand entrepreneurs, to artists and to artisan food producers have grown their businesses by participating as a vendor at our Market. Tillamook Farmers Market will continue to support its vendors through media based outreach and marketing and other promotional efforts.

City Council Regular Session

3.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

Port of Tillamook Bay/City of Tillamook Intergovernmental Agreement (IGA)

Attachments

Port IGA Draft

INTERGOVERNMENTAL AGREEMENT

This INTERGOVERNMENTAL AGREEMENT, hereafter “AGREEMENT”, is entered pursuant to Oregon Revised Statutes (ORS) Chapter 190 by and between the Port of Tillamook Bay, a political subdivision of the State of Oregon, hereafter “PORT”, and the City of Tillamook, a municipal corporation, hereafter “CITY”.

RECITALS

- A. The Port has been implementing multiple improvements to its industrial park infrastructure, which include improvements to its water system.
- B. The Port’s Water Loop Connection Project established a secondary water connection with City’s main transmission line at the area of Highway 101 and Long Prairie Road.
- C. The Port’s October 25, 2012 Proposal for Secondary Water Line Connection (accepted by City), incorporated herein and attached as Exhibit A, established and formed the basis for an agreement for the secondary water line connection and also outlined how future water connections within the Port’s water system will be handled.
- D. The Port and City desire to memorialize the terms of that Proposal into this Intergovernmental Agreement to establish how future water service connections, which may affect City’s ability to provide adequate water infrastructure for mutually-beneficial growth, will be handled.

The Port and City do hereby mutually covenant and agree as follows:

- 1. In order to ensure adequate capacity and fire flow for the City and its client Water Districts while serving the Port, when the Port’s anticipated water needs exceed the City’s Water Master Plan’s allocation, the Port will commit funds to the required water facility upgrades needed to meet such demands, which may include, but not be limited to, additional vaults, treatment plant improvements, and other capacity upgrades. This may also require the Port’s dedication of a reservoir site on Port property.
- 2. The City’s water transmission line may need to move to alternate locations in order to conform to the City’s Water Master Plan and to be aligned out from underneath the Tillamook Airport. Should the City decide to move its transmission line, City and Port will cooperate on the identification of alternate easements for this purpose. City shall be responsible for any costs associated with the relocation of the Port’s water meter. However, if the City’s water transmission line needs to be upgraded to satisfy the Port’s build-out and fire flow requirements, the Port will provide alternative easements to reroute the transmission line and be responsible for water meter relocation costs. Once completed, the City will make reasonable efforts to abandon any unutilized easements and all infrastructure within those easements.

3. The Port will pay City against its System Development Charge (SDC) for the secondary water connection as the Port makes additional water connections to its internal industrial park water system. The Port will coordinate with City in a timely manner as additional connections are proposed to the Port's internal water system to provide for adequate repayment of the SDC as additional connections are made as detailed in the attached October 25, 2012 proposal.
4. Future changes to the City's Water Master Plan, and its corresponding water allocations, will be determined through an update process that involves all water districts in its drafting and review. Such changes may result in future contract updates subsequent to this agreement. As long as the Port is a City water customer, no separate water-related agreements between individual water districts may be entered into without specific authorization from the City.
5. The Port will provide the City with adequate notice of any expansion that may impact normal capacities in water uses of the Port. Timely notification is imperative.
6. Design solutions related to the City's provision of water on the Port property may change based upon engineering analyses. The Port will be responsible for the Port's portion of the prepared analyses.
7. Should the above engineering analyses indicate that the Port's property and rights-of-way provide the optimal routing opportunity for water, alignments and any exchanges shall be negotiated prior to contract authorization.
8. Funding options for improvements related to the City's provision of water on the Port property will likely have to be backed by a combination of grants, loans, rates, and system development charges collected from within the Port based upon existing customers and committed leases. The City and the Port will cooperate to secure project funding; however, the Port shall be responsible for securing that funding, while the City will assist in grant applications.
9. The TERM or PERIOD of the agreement shall commence when executed by both parties, and shall continue indefinitely, as long as it is of mutual benefit to both parties.

The PARTIES also mutually agree as follows:

1. MISCELLANEOUS.

- A. **Intergration.** This AGREEMENT supersedes all prior oral or written agreements between CITY and PORT. It represents the entire agreement between the parties.

- B. **Savings.** Should any clause or section of this AGREEMENT be declared by a court to be void or voidable, the remainder of this AGREEMENT shall remain in full force and effect.
- C. **Recitals.** The Recitals are incorporated into and form a basis of this Agreement.
- D. **Waiver; Modification.** Failure to enforce any provision of this AGREEMENT does not constitute a continuing waiver of that provision, any other provision, or of the entire AGREEMENT. The rights and duties under this AGREEMENT shall not be modified, delegated, transferred or assigned, except upon the written consent of both parties.
- E. **Liability; Indemnification.** Each party shall indemnify and hold harmless the other party from all claims, costs, damages, or expenses of any kind, including attorney's fees and other costs and expenses of litigation, for personal or property damage arising out of the parties' performance required by this AGREEMENT.
- F. **Jurisdiction; Law.** This AGREEMENT is executed in the State of Oregon, and is subject to Oregon law and jurisdiction. Venue shall be in Tillamook County, unless otherwise agreed by the parties.
- G. **Attorney Fees.** Attorney fees, costs and disbursements necessary to enforce this AGREEMENT through mediation, arbitration and/or litigation, including appeals, shall be awarded to the prevailing party, unless otherwise specified herein or agreed.
2. **Public Contract.** This AGREEMENT is a public contract and all applicable provisions of ORS Chapter 279 (as amended) are incorporated here by reference.
3. **ARBITRATION.**
- A. **Disputes to be Arbitrated.** If any dispute arises between the parties, either party may request arbitration and appoint an arbitrator. The other party shall also choose an arbitrator, and the two arbitrators shall choose a third. Arbitrators shall have knowledge and expertise relevant to the subject matters of this AGREEMENT. If the choice of the second or third arbitrator is not made within 10 days of the choosing of the prior arbitrator, then either party may apply to the presiding judge of the judicial district to appoint the required arbitrator.
- B. **Procedure for Arbitration.** The arbitration shall proceed according to the Oregon laws governing arbitration. The award of the arbitrators shall have the powers and authority provided by law and this AGREEMENT. The arbitration shall take place in Tillamook County, unless otherwise agreed. Costs of the arbitration shall be shared equally by the parties, but each party shall pay its own attorney fees associated with any arbitration.

Acknowledgment: EACH PARTY REPRESENTS TO THE OTHER BY THEIR SIGNATURES BELOW THAT EACH HAS READ, UNDERSTANDS, AND AGREES TO ALL COVENANTS, TERMS AND CONDITIONS OF THIS AGREEMENT. EACH

PARTY REPRESENTS BY THEIR SIGNATURE THE ACTUAL AUTHORITY TO BIND THEIR RESPECTIVE JURISDICTIONS IN THIS CONTRACT.

Dated this _____ day of _____ 2013.

CITY OF TILLAMOOK:

Mayor Suzanne Weber

PORT OF TILLAMOOK BAY:

ADOPTED BY A MOTION OF THE BOARD OF COMMISSIONERS this ____ day of _____, 2013.

Yes: ____ No: ____ Absent/Abstain: ____

ATTEST:

Georgine Beveridge, Vice President

Carolyn Decker, Secretary

City Council Regular Session

4.

Meeting Date: 01/22/2013

Re: Planning Commission

From: Abigail Donowho

Information

Subject:

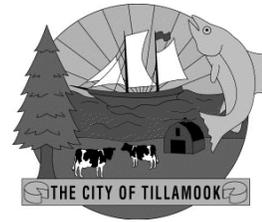
Recognition of Planning Commission Vacancy

Attachments

Memo re: PC Vacancy

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: Honorable Mayor and City Council Members
From: David Mattison, City Planner *DM*
Date: January 17, 2013
Re: Planning Commission Unofficial Vacancy

It has come to my attention that the Planning Commission position (Position 5) to be filled, has not officially been recognized as 'vacant'.

Charlotte Phillips held the position until June 2012 and has been absent from Planning Commission meetings since that date. She discussed her desires to leave Planning Commission several times with me, but did not submit a signed letter of resignation to the City or make a statement of resignation at a public meeting. Her absences add up to more than three (3) consecutive regular monthly meetings absences. The current term for Position 5 does not end until February 28, 2014.

According to the Planning Commission Bylaws, a member of the Planning Commission who is absent from three (3) consecutive regular monthly meetings can be presumed to be in non-performance of duty and therefore may be removed by the Mayor, with the consent of the majority of the City Council.

I recommend, prior to appointment of a new Planning Commission member to fill Position 5, the Mayor with the consent of the majority of the Council recognize that Position 5 is vacant in regard to the circumstance described.

I apologize for any confusion this has caused.

In addition, Aaron Palter, currently holds Position 3 on the City Planning Commission. His term ends at the end of February. He has informed me he will not be seeking reappointment. Therefore Position 3 will be open for new membership in March.

There are two (2) individuals interested in serving as members to the City Planning Commission who have submitted Volunteer applications.

I am recommending that after appointment of a new member to fill Position 5 of the Planning Commission, which will begin immediately, the Council consider appointing another member of the Planning Commission to fill Position 3, their term beginning March 1, 2013.

Thank you for your cooperation.

City Council Regular Session

5.

Meeting Date: 01/22/2013

Re: Planning Commission Vacancy

From: Abigail Donowho

Information

Subject:

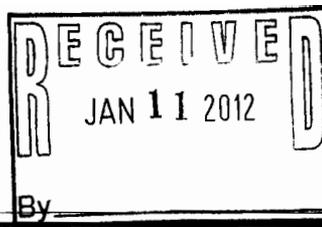
Planning Commission Volunteer Applications and Appointment

Attachments

LaFrance Application

Sieler Application

CITY OF TILLAMOOK



Tillamook City Hall
210 Laurel Avenue
Tillamook, OR 97141

Telephone: (503) 842-2472

Fax: (503) 842-3445

VOLUNTEER POSITION APPLICATION

Position: TILLAMOOK CITY PLANNING COMMISSION

Name: RUTH M. LAFRANCE

Address: 7730 TRASK RIVER ROAD / TILLAMOOK

Phone: Home ⁵⁰³ 842-5836 Work _____

E-mail: rmlafrance@gmail.com

Registered Voter: Yes No _____ Ward/Precinct: _____

Brief statement of interest in this position:

SEE ATTACHED STATEMENT

Are you available for evening meetings? Yes No _____

Is there a night you would be unavailable, please specify: THIRD WEDNESDAY
FOURTH TUESDAY

If you are not selected for this position, would you be interested in accepting another volunteer position with the City? Yes No _____

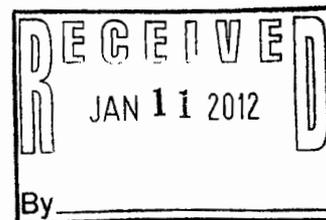
If "yes" to previous question, please specify committee:

I HAVE SUBMITTED AN APPLICATION FOR THE OPEN
TURK POSITION

Ruth M. LaFrance
Signature

JANUARY 11 2013
Date

**Volunteer Position Application
Ruth LaFrance**

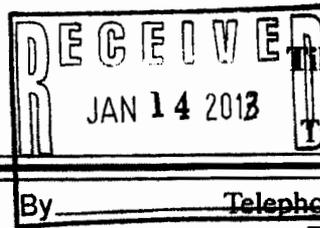


Brief statement of interest in this position:

I have lived in Tillamook County since 1970, leaving in 2002 and returning in 2007. At no time have I lived within the boundaries of Tillamook City. In spite of that, I have identified with Tillamook City as my home city. Tillamook City is where I shop, where I find medical and dental care, where my oldest sons were born, where the library, the post office, and county offices are located, where I bank, where I now work, where I volunteer. Tillamook City is the hub for my activities as a homemaker, parent and citizen. The quality of my life for nearly 40 years has been tied to the quality of Tillamook City.

Not living within the city's boundaries, I am not eligible to serve on the city council or other city boards. Volunteering to serve on the Tillamook City Planning Commission and sharing expertise gained through 40 years of work on myriad committees and within professional settings is a way for me to give to Tillamook City some small measure of what Tillamook City has given to me over the years.

CITY OF TILLAMOOK



Tillamook City Hall
210 Laurel Avenue
Tillamook, OR 97141

By _____ Telephone: (503) 842-2472
Fax: (503) 842-3445

VOLUNTEER POSITION APPLICATION

Position: Planning Commission

Name: Tina G. Sieler

Address: 205 Promontory Lane, Oceanside, OR. 97134

Phone: Home 503-354-2324 Work 509-531-8243
Cell

E-mail: RT SIELER@gmail.com

Registered Voter: Yes No Ward/Precinct: _____

Brief statement of interest in this position:

I have been employed by a city and actively engaged in public works (zoning & comp plans) Recreation Department, and Parks. Involved in Community Activities. Presently volunteer in many organizations in the City and County of Tillamook.

Are you available for evening meetings? Yes No

Is there a night you would be unavailable, please specify: _____

If you are not selected for this position, would you be interested in accepting another volunteer position with the City? Yes No

If "yes" to previous question, please specify committee:

Beautification and Parks Committee

Tina G. Sieler
Signature

1/9/2013
Date

City Council Regular Session

6.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

Excuse Councilor Davy for Upcoming Meetings

City Council Regular Session

7.

Meeting Date: 01/22/2013

Re: PUD Transmission Line Conditional Use Permit Appeal

From: Abigail Donowho

Information

Subject:

Set Hearing for Appeal of Tillamook PUD Transmission Line CUP

Attachments

Memo re: Appeal

Johnson Appeal

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: Honorable Mayor and City Council Members
From: David Mattison, City Planner *DM*
Date: January 18, 2013
Re: Appeal of Conditional Use Permit #CU-12-04

An appeal was filed by Don Aufdermauer and Dennis Johnson against Planning Commission approval of Conditional Use Permit #CU-12-04, on January 17, 2013 (within the 10-day appeal period from the date the findings were signed and mailed). Don Aufdermauer is considered a party of standing since he participated orally, on behalf of Dennis Johnson, in the Planning Commission hearing where the decision under appeal was made. The parties of standing in this case include: Don Aufdermauer, Dennis Johnson, Todd Johnson, Tillamook County Creamery Association (TCCA), and the Tillamook People's Utility District (TPUD).

Conditional Use Permit #CU-12-04 is a land use request by TPUD for approximately 1.1 miles through the City of Tillamook, of new transmission line along the north side of Front Street, the installation support poles between 70 to 90 feet in height, 500 and 700 feet apart from one another, and the establishment and maintenance of a 100 foot wide project corridor easement along the project route.

The 120 day period for this land use action began on December 5, 2012 – the date Conditional Use Permit #CU-12-04 was considered a 'complete' land use application – and ends on April 4, 2013. A final decision must be made by the Council, signed and mailed within that time period.

When a date for the hearing is determined by Council, notice of the hearing will be by one (1) publication in the Headlight Herald, and sent to those who attended the January 3rd Planning Commission hearing, between four (4) and ten (10) days prior to the date of the hearing.

In the procedures listed under Section 33 of the City Zoning Ordinance #979, individual Council Members are allowed to tour the site at any time prior to the Council rendering its decision, but there is no requirement that Council members do so. The Mayor may call a special City Council meeting to tour the site should she determine a unique need exists due to site characteristics or complexity of proposed development.

The City Council shall review only the record of the prior proceeding, and may ask for clarification or additional information from the participating parties as it relates to the record. On-the-Record means no new evidence may be presented at the hearing. The record of the prior proceeding(s) is the only information that Council is allowed to review for a decision. Only those parties with standing may participate in the hearing. Additional non-related issues of law or fact are not accepted or considered.

Council's final decision may affirm, rescind, or amend the action of the Planning Commission and may grant approval subject to conditions necessary to carry out the Comprehensive Plan.

January 17, 2013

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To the City Council, City of Tillamook:

I am writing this to appeal the decision made by the Tillamook City Planning Commission on 1/3/2013 to approve Conditional Use Permit #CU-12-04 for the Tillamook People's Utility District.

As an established business and property owner, as well as a local employer, the proposed project will not only have a detrimental effect on the value of all the affected properties and the structures located on those properties but it will also have a significant impact on future business revenues and our ability to even conduct business.

Your criteria #4 for Conditional Use states: The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or prevents the use of surrounding properties for the permitted use listed in the underlying zone.

It seems very clear to me that the proposed plan does NOT meet this criteria. The Findings and Preliminary Conclusions clearly state several times that *'The operation of the project will create some potential limits on existing and future development within the proposed corridor in order to maintain the safety requirement...Future redevelopment or new development of buildings and other aboveground structures will be limited within the corridor and specifically within close proximity to the transmission line...(the easement) will substantially limit or prevent the additional structural use of these properties for the permitted use listed in the underlying zone.'*

Your **Comprehensive Plan** also states that 87% of the city's Industrial property is owned by Hampton Lumber, leaving only 13% for other Industrial business. Approving the current PUD proposal effectively freezes development and the opportunity for future enhancement of almost all these remaining Light Industrial zoned properties which essentially eliminates these businesses that are vital to our economy as well as the jobs they provide.

In addition, section C of your Comprehensive Plan, **State Goal 5** states that Open Spaces, Scenic Areas and Historic Resources should be protected and enhanced. The Front Street/ Hoquarton Slough area was once the core of downtown Tillamook. There is rich history & significance to this area and this proposed conditional use goes against the City's own **Vision 2020 Plan** as well as both **Policy 89** that outlines protecting and enhancing these areas for future development and **Policy 90** that emphasizes the preservation of current and future historic sites, buildings and archaeological sites. Tillamook already has a Highway running through it's Downtown and the FEMA property buyouts and floodway designations have taken a huge toll on the businesses and commercial properties that provide jobs and keep this city running.

The necessity of the Transmission Line Project has merit. It will clearly provide more reliable service for all of us but although this may be the cheapest & easiest plan for the PUD, it is not the plan that has the least financial impact on property owners or the plan that is best for the City. **Conditional Use Criteria #3** asks if the parcels are suitable for the proposed use considering their size, shape, location, topography, **existence of improvements and natural features**. It has been stated that the allowed land uses that CAN occur in the proposed Transmission Line Corridor include agricultural, grazing, hunting and some development such as parking lots or roads. It would stand to reason that utilizing pasturelands & properties that are already of limited use by FEMA, such as the those in the alternate proposed Hadley Rd route, would make much more sense and NOT have a such a hugely detrimental effect on so many established businesses, on our ability to attract new businesses and the potential to enhance future tourism. Is the City really going to put the last nail in the coffin by allowing this

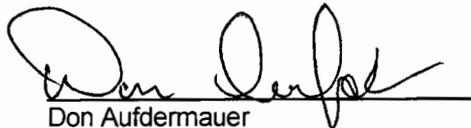
historically significant area of well-established, light industrial businesses, some of whom have been providing much needed jobs in our community for over 60 years, to be essentially eliminated? Portions of this area stand as a gateway to the downtown and should be enhanced to potentially attract tourists to stop, stretch their legs and spend some time & money in our community, Giving a public utility essentially free-reign by approving this proposal is beyond irresponsible. The PUD states that there would be negotiations with land-owners but in reality the bottom line is, once approved, they have the right of Eminent Domain and ultimately they do not have to compromise or negotiate at all if its not in their own best interest.

On behalf of many of the property & business owners that will be gravely affected by this proposed Conditional use, we ask that the City Council deny this current proposal and allow this historical area and the businesses located within in it to thrive and give the PUD the opportunity to go back to the drawing board and utilize one of their more suitable, alternate routes.

Thank You

Sincerely,

 Date 1-17-13
Dennis Johnson

 Date 1/17/13
Don Aufdermauer

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re: Streetscapes Recommendation

From: Abigail Donowho

Information

Subject:

Streetscapes Recommendation

Attachments

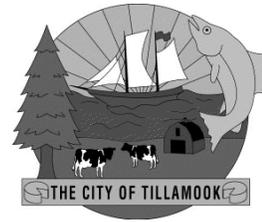
Streetscapes Memo

Design Phase 1 Illustration

Phase 1

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: City Council
From: Paul Wyntergreen
Date: January 17, 2013
Re: Recommendation regarding Street Design

At the December 3rd meeting, you received a presentation from Terra Wilcoxson on a Streetscapes proposal for a Second Street pilot project that has been approved by the Tillamook Urban Renewal Agency after development by its Streetscapes Committee. Subsequent to that presentation, there was an opportunity for the Beautification Committee to review the proposal and provide comments. Please bring your presentation materials from that December meeting, along with any notes that you have made over the past month of review.

Getting this proposal to look the way you envision your downtown is very important. This project can serve as guidance for the work that ODOT will be doing during design of the 2015/2016 Hwy. 101/6 project and, while the sidewalk widths will be different on Main and Pacific and each street will demand a slightly different treatment, a great many of the design features can be transferable. Your final design will also influence the Planning Commission's redraft of code standards which they are about to embark upon this February.

Take each element in the proposal and imagine it in repetition looking down the street.

For example, page 5 of the proposal recommends a pedestrian-scale Acorn lamp with lid and finial to keep the light focused downward. Historically, Tillamook had Acorn lamp as shown on page 2 without lid and finial. As you envision the future, which look do you prefer?

The proposal suggests an expanded use of black street features such as garbage cans, sign poles, and wood benches with black supports; are there other color treatments that you would prefer in order to project Tillamook's identity? Are there certain planter colors that you would prefer?

Visualize all of the thematic color choices together for compatibility. This includes all the street furnishing, the paver lines, the hydrants, and the stamped asphalt crosswalks on the east and west sides of the intersections where they cross 2nd. What matches your identity concept of the city: spring green, sand, or burnt red brick tones? Other? Tillamook Cheese orange? Some guidance for the Beautification and Streetscapes to develop further would be very helpful.

Do you wish to resurrect the "Netarts Oceanside Beaches" sign that historically hung over Main?

The marquee/awning issue was not resolved. The draft contains an option of requiring exclusively flat marquees or a choice of marquee or awning for all new pedestrian covers. While the historic marquees seem to be acceptable to all, there was debate as to straight awnings versus barrel. Do you want a mix of choices (and if, so what) or would you prefer a standardized line of marquees in the downtown area? I believe that the sharpest look would be to return to the historic line of flat marquees with support struts above.

You also mentioned that you preferred standard straight-faced curbs to rolled-curbs at your last session; what are your preferences on the treatment behind the curb which is currently proposed with durable pavers to allow for ease of underground changes?

As a last minute refinement, I would suggest the following modifications to the proposal:

- 1) Omit the original illustration of a conceptual sidewalk design, which showed the pavers paralleling the curb and running perpendicular back to the buildings at regular intervals, and consider a 2 foot wide parallel paver system that is partnered with a simple broom finish concrete sidewalk design scored into complementary-dimensioned squares. This gives a clean but patterned look at a lower cost. While I don't think a tint is necessary, you may wish to consider that, recognizing it will raise the cost somewhat.
- 2) Preserve the six unique concrete poles at 2nd & Main and Pacific. It appears that even with widening, the two that can support cross-highway banners (with a new rigging system) can be retained in place after widening by two-feet on each side, if the curb extension configuration is kept at that location. If you keep it, I would also recommend complementing it on the south side of the intersection (without the pole-and- banner system). The other four concrete poles, which are set along curblines and will have to be relocated, could be cut out and moved to the south side of the 2nd & Pacific intersection for a second thematic cross-highway banner opportunity with curb extensions at all four corners. This will secure the message of 2nd Street being a pedestrian corridor across the heart of the City. The remaining two poles could be relocated to another entrance such as the First Street side of the Pioneer Museum.
- 3) Any large traffic control and guidance structures that may be required as part of the 101/6 project should be painted black to match if black is your preferred choice or have a patina of either rust or greened-copper look if not.
- 4) Allow for the Beautification Committee to bring forward ideas on banners and further development of color themes.

If the proposal is approved, with whatever changes you may introduce, staff would bring back the necessary resolution to guide future development at your February 4th meeting.

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

**Resolution 1624--A RESOLUTION AMENDING RESOLUTION 1548 AND ESTABLISHING NEW
EXTRA STRENGTH SEWAGE SURCHARGE RATES FOR THE CITY OF TILLAMOOK**

Attachments

Resolution 1624

RESOLUTION NO. 1624

A RESOLUTION AMENDING RESOLUTION 1568 AND ESTABLISHING NEW EXTRA STRENGTH SEWAGE SURCHARGE RATES FOR THE CITY OF TILLAMOOK

WHEREAS, the City of Tillamook approved Resolution 1568 for Water and Sewer rates on January 3, 2011, and

WHEREAS, the City of Tillamook wishes to revise the section of the rate schedule pertaining to surcharges for extra-strength sewage, and

WHEREAS, the Public Works Committee met on January 15, 2013 to discuss, evaluate, and determine the new rate of the surcharge.

NOW, THEREFORE, let it be resolved by the City of Tillamook Council:

Section 1. The Schedule of Wastewater Rates of Resolution 1568 pertaining to surcharges for extra-strength sewer is revised to read:

In addition, surcharges for extra-strength sewage will be adopted for all other classes as follows:

*For all pounds of suspended solids
Over 2.5 lbs./1000 gallons of sewage -----\$1,287.25/1,000 lbs.*

(At the discretion of the Public Works Director) and/or

*For all pounds of B.O.D.
Over 2.5 lbs/1,000 gallons of sewage -----\$675.00/1,000 lbs.*

Section 2. This resolution shall become effective immediately.

APPROVED by the Common Council this 22nd day of January, 2013

Approved: _____
Mayor, Suzanne Weber

ATTEST: _____
City Recorder

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re: City Recorder Monthly Update

From: Abigail Donowho

Information

Subject:

City Recorder

Attachments

December 2012/January 2013 Report

Abigail Donowho
City Recorder/Treasurer/Human Resources
City of Tillamook
e-mail: adonowho@tillamookor.gov

210 Laurel Avenue
Tillamook, OR 97141
(503) 842-3450
Fax: (503) 842-3445

Date: 1/18/2013
To: City Council
Re: Monthly Report December 2012/January 2013

Well, with all of the excitement of December behind us, we've rolled into a new year with a long list of things to accomplish! We wrapped up the salary schedule and I gave the employees an updated version of the employee handbook. It feels good to have that finished as we head into budget season.

First, I need to apologize for not having the minutes of January 7th ready for this packet. The past few weeks have been very busy and my biggest goal was to use the new AgendaQuick software for this meeting's agenda and packet of information. The minutes took a back seat to my jumping in to the new program. So, take a good look—the agenda has slightly different formatting, and the individual agenda items will now have a cover sheet with the option for memos, fiscal impact, and other information as we advance in using the program. I'm excited to get going on it as it is also a minute's management program and is capable of posting all the agendas and any other published items on our website for us with the click of a button! The computers will be showing up on the dais soon too—and the Council will be able to use the program to view the packet during the meetings without a lot of paper shuffling. (Don't worry, we'll have a training session on it.)

The CIS Conference is coming up February 13-15th. I am looking forward to it as they bring lots of valuable information to us.

A phone system comparison is still in the works. I am waiting on some final numbers from the County as they have closed their RFP process. I am working hard to get all of the information in a comprehensive comparison format for the Finance Committee to review.

The Chief's 15-year surprise celebration went well! For those of you who were unable to attend, we had a good number in attendance and we succeeded in surprising Chief Wright.

I am working on the Volunteer Luncheon that will be Thursday, January 24th at noon. I emailed all of the invitations and hope that everyone can come. I asked for "regrets only" R.S.V.P.'s and so far no one has responded that they are unable to attend. If that is the case, we'll be in for a treat with almost 70 volunteers in attendance! I am hoping for a good turnout as this year will be new and different.

Debbi Reeves and I continue to work toward an updated website. We will meet with a local web designer on the 28th to see what he has to offer. We will prepare another comprehensive look at what is available for the Finance Committee and Council to review. This has been a project on the back burner since Paul's first day with the City. As we know, some projects take longer than expected, so hopefully we'll see something new around the end of the fiscal year!

The Codification is another prime example of a long-term project. As you know from Chief Wright's report last month, the Police have been very busy with an abundance of calls. I am hoping to nail down a day to sit with Paul and the Chief to prepare our tally of which ordinances are not in use, the ordinances we need to keep, and the ordinances that need to be revised. Thanks for your patience as we dig farther into the project. We want a comprehensive code—we will get there soon!

The audit is pretty well finished and we are rescheduling the auditor's explanation via Skype for one of the February meetings.

I hope each of you is enjoying the new year! As always, my door is open if you have any questions or concerns! Thanks!

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

TURA

City Council Regular Session

3.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

Public Works Committee

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re:

From: Abigail Donowho

Information

Subject:

Invitation to City Day at the Capitol--February 27, 2013

Fiscal Impact

Fiscal Year: 2012/13

Fiscal Impact:

Registration Fee: \$20.00 for the first attendee, \$15.00 for each additional attendee

Guest Registration: \$20.00

R.S.V.P. by Wednesday, February 13, 2013 at 5:00 p.m.

Attachments

City Day Invitation



CITY DAY at the CAPITOL February 27, 2013

On behalf of the League of Oregon Cities and the Oregon Mayors Association, we cordially invite you to join mayors, city councilors, and city staff members for our first joint event: “City Day at the Capitol.” *This is our opportunity to speak with one voice and provide collective efforts for influencing state policy and legislation for the benefit of our communities.*

This event is your chance to stand with other city officials from around Oregon in support of legislative actions that will return greater local authority over local decisions. It is also the time to let legislators know how actions they take could impact our communities and the difficult decisions we make. By coming together, our collective voices will make a difference to advance our legislative agenda.

During City Day, the legislative session will be in full swing. Many issues critical to cities will be under consideration, including the League’s five legislative priorities—voter control, population forecasting, reset at sale, jobs and economic development, and the renewal of the 9-1-1 tax.

The most important part of the day will be your individual visits with legislators. You are encouraged to meet with them in the afternoon (1:45 p.m. to 4:00 p.m.) or early morning. *If you need assistance setting up a meeting, please contact the League.*

We ask that you also invite your legislators to the afternoon Legislative Reception, which will be held at the Salem Conference Center from 4:30 p.m. to 6:00 p.m.

RSVPs for “City Day at the Capitol” are due by 5:00 p.m. on Wednesday, February 13. Please fill out the enclosed registration form immediately and fax or mail to the League. You will also find all the materials on the OMA Web site at www.oregonmayors.org and the LOC website www.orcities.org.

Sincerely,

Shirley Kalkhoven
Mayor of Nehalem
OMA President

George Endicott
Mayor of Redmond
LOC President

Enclosures



2013 City Day at the Capitol

Wednesday, February 27, 2013

AGENDA

8:30 – 10:00 a.m. Salem Conference Center, Willamette Foyer

- I. Continental Breakfast and Registration

9:00 – 9:45 a.m. Salem Conference Center, Willamette B

- II. Legislative Orientation (**Optional, official event kicks off at 10:00 a.m.**)

10:00 a.m. – 12:30 p.m. Salem Conference Center, Willamette B

- III. Welcome and Introductions
- IV. Legislative Session Overview
- V. Issue Briefings
- VI. Working with the media

12:30 – 1:45 p.m. Salem Conference Center, Willamette C

- VII. Group Lunch – Legislative Leadership Invited

1:45 – 4:15 p.m. State Capitol

- VIII. Bus Shuttle to Capitol
- IX. Personal Visit with Legislators
- X. Bus Shuttle to Salem Conference Center

4:30 – 6:00 p.m. Salem Conference Center, Willamette Foyer

- XI. Legislative Reception

The Grand Hotel

201 Liberty Street SE, Salem, OR 97301

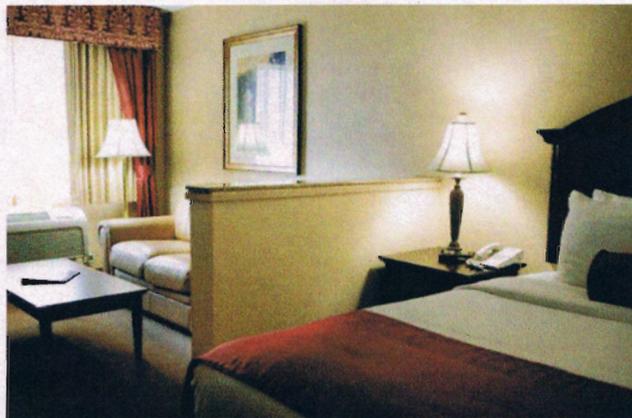
HOTEL RESERVATIONS

Call by January 27th!
(877) 540-7800

To receive the contracted rates, please indicate that you are with the **LOC City Day at the Capitol**.

Deluxe King - \$99* single occupancy, \$109* double occupancy

*All rates are subject to a 10 percent room tax.



Some amenities include: covered parking, complimentary hot breakfast buffet and high-speed Internet access.



You will be asked to guarantee your first night's lodging with a major credit card.

Reservations can only be canceled without penalty of first night cost by notifying the hotel 24 hours prior to arrival.

Check-in time is 3:00 p.m.; check-out time is 11:00 a.m.

www.grandhotelsalem.com

If the Grand Hotel is full, please contact Jenni Shepherd for a list of overflow property options.

JShepherd@orcities.org or (503) 588-6550



City Day at the Capitol

Wednesday, February 27, 2013

Oregon State Capitol & Salem Conference Center

Registration Form

(One person per form, please – make copies if needed)

Name _____ Title _____

Address _____ Email _____

City/Zip _____ Fax _____

The registration fee is **\$20.00 for the first participant from the city, and \$15.00 for any additional city participants**, which includes food and beverages, briefing materials, and the Legislative Reception. *The registration fee is \$20.00 for guests.* League staff will bill your city accordingly.

Please check the events you plan to attend:

- I plan to attend the **9:00 - 9:45 a.m. optional Legislative Orientation** prior to the event.
- I plan to make an **appointment with my legislator** before 10:00 a.m. or between 1:45 p.m. - 4:00 p.m.
- Please include me in the **lunch** at the Salem Conference Center.
My guest(s) will be: _____
(Full name, please)
- I plan to attend the **Legislative Reception** at the Salem Conference Center beginning at 4:30 p.m.
My guest(s) will be: _____
(Full name, please)

Please submit by February 13 to:

League of Oregon Cities
ATTN. Kristie Marecek
P.O. Box 928, Salem, OR 97308
Email: kmarecek@orcities.org
FAX: (503) 399-4863

2013 State Senators

		District	Phone	Office	Email
Sen. Herman	Baertschiger Jr.	SD 02	503-986-1702	S-403	sen.hermanbaertschiger@state.or.us
Sen. Alan	Bates	SD 03	503-986-1703	S-205	sen.alanbates@state.or.us
Sen. Lee	Beyer	SD 06	503-986-1706	S-419	sen.leebeyer@state.or.us
Sen. Brian	Boquist	SD 12	503-986-1712	S-305	sen.brianboquist@state.or.us
Sen. Ginny	Burdick	SD 18	503-986-1718	S-213	sen.ginnyburdick@state.or.us
Sen. Betsy	Close	SD 08	503-986-1708	S-303	sen.betsyclose@state.or.us
Sen. Peter	Courtney	SD 11	503-986-1600	S-201	sen.petercourtney@state.or.us
Sen. Richard	Devlin	SD 19	503-986-1719	S-211	sen.richarddevlin@state.or.us
Sen. Jackie	Dingfelder	SD 23	503-986-1723	S-407	sen.jackiedingfelder@state.or.us
Sen. Chris	Edwards	SD 07	503-986-1707	S-405	sen.chrisedwards@state.or.us
Sen. Ted	Ferrioli	SD 30	503-986-1950	S-323	sen.tedferrioli@state.or.us
Sen. Larry	George	SD 13	503-986-1713	S-307	sen.larrygeorge@state.or.us
Sen. Fred	Girod	SD 09	503-986-1709	S-401	sen.fredgirod@state.or.us
Sen. Bill	Hansell	SD 29	503-986-1729	S-423	sen.billhansell@state.or.us
Sen. Mark	Hass	SD 14	503-986-1714	S-207	sen.markhass@state.or.us
Sen. Betsy	Johnson	SD 16	503-986-1716	S-209	sen.betsyjohnson@state.or.us
Sen. Tim	Knopp	SD 27	503-986-1727	S-309	sen.timknopp@state.or.us
Sen. Jeff	Kruse	SD 01	503-986-1701	S-315	sen.jeffkruse@state.or.us
Sen. Laurie	Monnes Anderson	SD 25	503-986-1725	S-413	sen.lauriemonnesanderson@state.or.us
Sen. Rod	Monroe	SD 24	503-986-1724	S-409	sen.rodmonroe@state.or.us
Sen. Alan	Olsen	SD 20	503-986-1720	S-425	sen.alanolsen@state.or.us
Sen. Floyd	Prozanski	SD 04	503-986-1704	S-415	sen.floydprozanski@state.or.us
Sen. Arnie	Roblan	SD 05	503-986-1705	S-417	sen.amieroblan@state.or.us
Sen. Diane	Rosenbaum	SD 21	503-986-1700	S-223	sen.dianerosenbaum@state.or.us
Sen. Chip	Shields	SD 22	503-986-1722	S-421	sen.chipshields@state.or.us
Sen. Bruce	Starr	SD 15	503-986-1715	S-411	sen.brucestarr@state.or.us
Sen. Elizabeth	Steiner Hayward	SD 17	503-986-1717	S-215	sen.elizabethsteinerhayward@state.or.us
Sen. Chuck	Thomsen	SD 26	503-986-1726	S-316	sen.chuckthomsen@state.or.us
Sen. Doug	Whitsett	SD 28	503-986-1728	S-311	sen.dougwhitsett@state.or.us
Sen. Jackie	Winters	SD 10	503-986-1710	S-301	sen.jackiewinters@state.or.us

2013 State Representatives

			District	Phone	Office	Email
Rep.	Jules	Bailey	HD 42	503-986-1442	H-274	rep.julesbailey@state.or.us
Rep.	Jeff	Barker	HD 28	503-986-1428	H-480	rep.jeffbarker@state.or.us
Rep.	Phil	Barnhart	HD 11	503-986-1411	H-383	rep.philbarnhart@state.or.us
Rep.	Brent	Barton	HD 40	503-986-1440	H-275	rep.brentbarton@state.or.us
Rep.	Cliff	Bentz	HD 60	503-986-1460	H-475	rep.cliffbentz@state.or.us
Rep.	Vicki	Berger	HD 20	503-986-1420	H-479	rep.vickiberger@state.or.us
Rep.	Deborah	Boone	HD 32	503-986-1432	H-375	rep.deborahboone@state.or.us
Rep.	Peter	Buckley	HD 05	503-986-1405	H-272	rep.peterbuckley@state.or.us
Rep.	Kevin	Cameron	HD 19	503-986-1419	H-384	rep.kevincameron@state.or.us
Rep.	Brian	Clem	HD 21	503-986-1421	H-284	rep.brianclem@state.or.us
Rep.	Jason	Conger	HD 54	503-986-1454	H-477	rep.jasonconger@state.or.us
Rep.	John	Davis	HD 26	503-986-1426	H-389	rep.johndavis@state.or.us
Rep.	Michael	Dembrow	HD 45	503-986-1445	H-487	rep.michaeldembrow@state.or.us
Rep.	Margaret	Doherty	HD 35	503-986-1435	H-282	rep.margaretdoherty@state.or.us
Rep.	Sal	Esquivel	HD 06	503-986-1406	H-483	rep.salesquivel@state.or.us
Rep.	Shemia	Fagan	HD 51	503-986-1451	H-492	rep.shemiafagan@state.or.us
Rep.	Lew	Frederick	HD 43	503-986-1443	H-276	rep.lewfrederick@state.or.us
Rep.	Tim	Freeman	HD 02	503-986-1402	H-386	rep.timfreeman@state.or.us
Rep.	Joe	Gallegos	HD 30	503-986-1430	H-484	rep.joegallegos@state.or.us
Rep.	Chris	Garrett	HD 38	503-986-1438	H-283	rep.chrisgarrett@state.or.us
Rep.	Sara	Gelser	HD 16	503-986-1416	H-285	rep.saragelser@state.or.us
Rep.	Vic	Gilliam	HD 18	503-986-1418	H-385	rep.vicgilliam@state.or.us
Rep.	David	Gomberg	HD 10	503-986-1410	H-371	rep.davidgomberg@state.or.us
Rep.	Chris	Gorsek	HD 49	503-986-1449	H-486	rep.chrisgorsek@state.or.us
Rep.	Mitch	Greenlick	HD 33	503-986-1433	H-493	rep.mitchgreenlick@state.or.us
Rep.	Bruce	Hanna	HD 07	503-986-1407	H-382	rep.brucehanna@state.or.us
Rep.	Chris	Harker	HD 34	503-986-1434	H-485	rep.chrisharker@state.or.us
Rep.	Wally	Hicks	HD 03	503-986-1403	H-378	rep.wallyhicks@state.or.us
Rep.	Paul	Holvey	HD 08	503-986-1408	H-277	rep.paulholvey@state.or.us
Rep.	Val	Hoyle	HD 14	503-986-1900	H-295	rep.valhoyle@state.or.us
Rep.	John	Huffman	HD 59	503-986-1459	H-476	rep.johnhuffman@state.or.us
Rep.	Bob	Jenson	HD 58	503-986-1458	H-481	rep.bobjenson@state.or.us
Rep.	Mark	Johnson	HD 52	503-986-1452	H-489	rep.markjohnson@state.or.us
Rep.	Bill	Kennemer	HD 39	503-986-1439	H-380	rep.billkennemer@state.or.us
Rep.	Alissa	Keny-Guyer	HD 46	503-986-1446	H-281	rep.alissakenyguyer@state.or.us
Rep.	Betty	Komp	HD 22	503-986-1422	H-273	rep.bettykomp@state.or.us
Rep.	Tina	Kotek	HD 44	503-986-1200	269	rep.tinakotek@state.or.us
Rep.	Wayne	Krieger	HD 01	503-986-1401	H-381	rep.waynekrieger@state.or.us

City Council Regular Session

2.

Meeting Date: 01/22/2013

Re: Shilo Pond

From: Abigail Donowho

Information

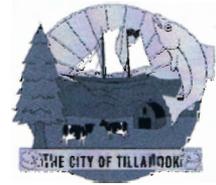
Subject:

Memo Regarding Questions of the Pond at Shilo Inn

Attachments

Shilo Pond Memo

City of Tillamook
210 Laurel Ave.
Tillamook, OR 97141



Memo

To: Paul Wyntergreen, Manager
From: Arley Sullivan, Director
Date: 8 January 2013
Re: Pond at Shilo Inn (?)

A handwritten signature in blue ink, appearing to be "Arley", is written over the "From:" line of the memo header.

We found one letter from Shilo Inn that mentions, "removing the amount of material from the existing retention pond...". There is no involvement by the City of Tillamook. The letter is dated August 17, 1989, from Ray Snyder to Mike Mahoney, City Manager. The July 16, 1990 letter to Dave Forni from Mike Mahoney addresses some excavation for a new addition for Shilo...again, no mention of a retention pond or City responsibility. The last item found is a file memo by Mike Mahoney dated January 9, 1990 regarding a temporary road causing water back during a seasonal storm with no mention of City responsibility or a retention pond. That is about all we can find on the matter Mr. Henson discussed last night at the council meeting.

Arley



"AFFORDABLE EXCELLENCE"

Toll-Free Reservations 1-800-222-2244

August 17, 1989

RECEIVED
AUG 01 1989

CITY OF TILLAMOOK

NOTHING STATED ABOUT
CITY INVOLVEMENT!

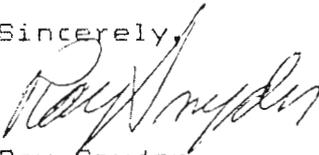
Mike Mahoney,
City Manager
210 Laurel
Tillamook, Or. 97141

Dear Mike:

Enclosed is a copy of preliminary plans for an addition to the Shilo Inn lounge at our Tillamook location. We plan to proceed as quickly as possible, therefore, any help you may give in expediting this with the planning department would be appreciated.

Two items that may be of concern to the planning department are parking and retention water. If necessary, removing the amount of material from existing retention pond required for displacement will be easily accomplished at time of construction. As for the parking; parking spaces provided at the time of original construction was more than required by local codes, therefore, we feel that the parking will be adequate to take care of the additional seating in lounge. If we find that more parking is needed at a later date, we can use a portion of our existing 27,000 sq. ft. truck parking area.

If there are other important items that need to be addressed, please let me know.

Sincerely,

Ray Snyder,
Superintendent

TILLAMOOK CITY
TILLAMOOK, OREGON 97141

City Hall
210 Laurel Ave

City Manager
842-2472

**City Recorder/
Municipal Court**
842-4861

**Public Works
Director**
842-2472

Building/Planning
842-3443



Fire Department
2310 Fourth St.
842-7587



**Police
Department**
210 Laurel Ave.
842-2522

July 16, 1990

Dave Forni
Shilo Inns
Suite 200
11600 SW Barnes Road
Portland, OR 97225

Dear Dave:

I talked to Dale Scott of S-C Paving about excavation requirements for the new addition's east displacement area. He indicated that he would calculate the displacement volume to an elevation 16 feet and then excavate that amount based on your approval.

It should be no problem from the City's end. Please forward the calculations to me for review and approval as they are a requirement of F.E.M.A. records.

We had an interesting Saturday, July 14th, with sewer pump failures at your operation. The cause was grease accumulation within the discharge lines of the pumps. The restricted pipe's diameter causes the pumps to run continuously without moving much sewerage.

A previous occurrence about four months ago caused us to change operations by removing the grease accumulation on a monthly pump down. We thought that this surface removal would cure the above problem but now we must reassess the practise as the hot discharge water from the restaurant is keeping grease in solution until it enters the pumps. This would not be a problem if pumps discharged continuously, but they don't. When the pumps shut off in normal operation, the grease cools and hardens within the discharge pipes reducing flow diameter.

Page 2
July 16, 1990
Dave Forni
Shilo Inns

It would appear that the only cure is isolating the grease prior to entry into the pump wet well. Alternatives that would accomplish this are as follows:

1. Cooling off entry water to the existing grease trap.
2. Addition of a second grease trap down stream from the existing trap (to allow cooling).
3. Addition of chemicals below the existing trap to dissolve grease and retain in solution.

We are in the process of repairing both pumps and do not know the cost at this time. I will contact Hydronix to find out why the thermo lock outs did not function in time to save motor windings.

We have replaced both pumps with temporary smaller flow pumps to keep the system functioning until repair is completed. Your operations will not be hampered although we anticipate some high wet well levels during the week.

Hate to start your week out this way but something must be done to eliminate this problem in future operations. I am leaving on the 17th for two weeks for a family illness thing back in the east coast. On my return on the 27th July we can get together to resolve the problem.

Sincerely,



Michael J. Mahoney
City Manager/Public Works Director

NOTHING STATED REGARDING
REJECTION OR DEJECTION POND.

File Memo January 9, 1990

The City has been experiencing high winds with heavy rain for the past three days. The first big winter storm has arrived with the normal high water along Wilson River Road.

The usual breaching of the Wilson River east of Hwy 101 by the Christensen home. The water flows SW through Hall Slough and westerly following Wilson River Loop Rd. During the past 13 years I have seen this each year and noticed nothing out of the ordinary for such flood events.

Bob Tobin contacted me by phone at about 8:30 a.m. on this date. He contended the construction driveway built to have pre load material to the Shilo addition was illegal and causing flood water to move to areas that "never had water before."

I do not agree with the change of water course contention but do agree the temporary roadway is not a legal fill.

I contacted the Shilo manager to begin the process of removing at least a portion of the roadway to allow free flood water movement. Mike was very agreeable and began finding an operator to provide the breach points. He contacted both Mark Hemstreet and Ray Snider for approval. Both agreed to start the process on todays date.

I then contacted Bob Tobin at about 9:30 a.m. to confirm Shilo and City actions. Bob then stated that he was not concerned about the temporary fill and only wanted it to "not become a permanent dike." He advised that he did not want it removed at this point in time. I assured him it would be removed with the pre load/construction activity and he was satisfied.

I then recontacted all parties to advise removal was not needed at this time.

Dated January 9, 1990

Michael Mahoney
City Manager/PWD

City Council Regular Session

3.

Meeting Date: 01/22/2013

Re: Curation of Artifacts from the WWTP

From: Abigail Donowho

Information

Subject:

Curation Fee Letter

Fiscal Impact

Fiscal Year: 2012/13

Fiscal Impact:

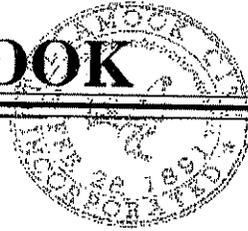
Curation costs not to exceed \$3000.00

Attachments

Recovery Authorization Letter

Curation Fee Letter

CITY OF TILLAMOOK



Tillamook City Hall
210 Laurel Avenue
Tillamook, OR 97141

Telephone: (503) 842-2472
Fax: (503) 842-3445

17 October 2007

Mr. Robert Peacock, PE
Kennedy/Jenks Consultants
200 SW Market Street
Suite 500
Portland, Oregon 97201

RE: Authorization to Conduct Archaeological Recovery Work
City of Tillamook Wastewater Treatment Plant Site

Dear Mr. Peacock:

This letter authorizes Kennedy/Jenks Consultants' archaeological contractor, Applied Archaeological Research, Inc., of Portland, Oregon, to conduct recovery work on the City of Tillamook's wastewater treatment plant property.

The City of Tillamook wishes to have any archaeological objects that might be recovered from the property curated at the Oregon State Museum of Anthropology located in Eugene, Oregon. The City of Tillamook acknowledges its financial obligation to conduct the archaeological study including analysis of recovered archaeological material and the costs associated with the curation of such material.

Sincerely,

Mark Gervasi
Tillamook City Manager

January 17, 2013

Mr. Dennis Griffin, Ph.D., RPA
Oregon State Historic Preservation Office
Oregon Parks & Recreation Department
725 Summer St NE, Ste C
Salem, OR 97301 Suite 500

RE: Curation of Cultural Artifacts for Site 35TI90
City of Tillamook Wastewater Treatment Plant Site

Dear Dr. Griffin:

The City of Tillamook acknowledges its financial obligation to conduct the archaeological study including curation of recovered archaeological material and the associated costs. The City has been provided a not-to-exceed curation fee up to \$3,000, which I authorize with this letter. The City requests you keep the fees to a minimum as possible to preserve City funds.

Sincerely,

Paul Wyntergreen
Tillamook City Manager

City Council Regular Session

1.

Meeting Date: 01/22/2013

Re: Semi-Monthly Payment of Bills

From: Abigail Donowho

Information

Subject:

Accounts Payable Batch 1/22/2013

Fiscal Impact

Fiscal Year:

Fiscal Impact:

<u>Batch Type</u>	<u>Date</u>	<u>Check Range</u>	<u>Amount Paid</u>
A/P Batch	1/22/2013	33155-33198 900012213	\$61,988.33
Special Batch	1/10/2013	900001813	\$5,637.83

Attachments

Proof List 1/22/2013

Proof List 1/10/2013

Proof List 1/22/2013 Online Pmt

Accounts Payable

Computer Check Proof List



User: adm
 Printed: 01/18/2013 - 10:08 AM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0984 62227-13-14	American Water Works Assoc. AWWA membership dues 2013-2014 Check Total:	339.00 339.00	01/22/2013	Check Sequence: 1 021-02-53080	ACH Enabled: No
Vendor:4480 C11300508	Carrot-Top Industries, Inc. 2-3'x5' polyester US flags-PD Check Total:	74.40 74.40	01/22/2013	Check Sequence: 2 010-07-53270	ACH Enabled: No
Vendor:4262 1.3.13 Stmt 1.3.13 Stmt-1	Charter Communications 503-842-2161, 1/13 - 2/12/13 503-842-8339, 1/13 - 2/12/13 Check Total:	31.79 31.79 63.58	01/22/2013 01/22/2013	Check Sequence: 3 022-22-53420 021-01-53420	ACH Enabled: No
Vendor:4796 268487	Christenson Electric, Inc. Calibration of flowmeters-WW Div Check Total:	880.00 880.00	01/22/2013	Check Sequence: 4 022-22-53290	ACH Enabled: No
Vendor:0102 12/12 Stmt-1 12/12 Stmt-2 12/12 Stmt-3	City Sanitary Service WWTP garbage, Acct 05048, Dec '12 17 City Garbage cans, Acct 04498, Dec'12 Police Garbage, Acct 04248, Dec '12 Check Total:	222.40 277.10 47.00 546.50	01/22/2013 01/22/2013 01/22/2013	Check Sequence: 5 022-22-53210 070-70-53365 010-07-53200	ACH Enabled: No
Vendor:4442 7935	CoastCom, Inc. Internet & dark fiber lease, Jan '13 Check Total:	100.00 100.00	01/22/2013	Check Sequence: 6 010-07-53420	ACH Enabled: No
Vendor:4224 15560287	Don G. Averill Recycling Inc. 11.84 tons of biosolids delivered	710.40	01/22/2013	Check Sequence: 7 022-22-53460	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
15561699	12.37 tons of biosolids delivered	742.20	01/22/2013	022-22-53460	
15568192	11.42 tons of biosolids delivered	685.20	01/22/2013	022-22-53460	
15568887	9.38 tons of biosolids delivered	562.80	01/22/2013	022-22-53460	
	Check Total:	2,700.60			
Vendor:4514	EC Electrical Construction Co.			Check Sequence: 8	ACH Enabled: No
97151	Add aeration basin pump-WWTP	554.76	01/22/2013	022-22-53210	
97285	Replc floats&pumps/405 N Main-WW Div	230.15	01/22/2013	022-22-53210	
	Check Total:	784.91			
Vendor:4454	FEI #3011 Waterworks			Check Sequence: 9	ACH Enabled: No
0339453	6-30 day reading meters-Wtr Div	1,081.80	01/22/2013	021-06-53020	
0339743	6x4 IP Dbl Rep Saddle-WW Div	422.66	01/22/2013	022-22-53210	
0340008	12 float switch assemblies-WW Div	337.80	01/22/2013	022-22-53210	
0340438	Fittings-Wtr Div	1,312.72	01/22/2013	021-06-53020	
0340805	10 clamps-Wtr Div	1,695.85	01/22/2013	021-06-53250	
	Check Total:	4,850.83			
Vendor:0198	Headlight Herald			Check Sequence: 10	ACH Enabled: No
94989	Pub Ntc-OLCC/Kitty's Food & Spts-1/2/13	71.40	01/22/2013	010-03-53190	
	Check Total:	71.40			
Vendor:4393	Jordan Ramis, PC, Attys at Law			Check Sequence: 11	ACH Enabled: No
89068	WWTP legal serv 11/16 to 12/15/12	5,328.00	01/22/2013	022-22-53370	
	Check Total:	5,328.00			
Vendor:4497	Les Schwab Warehouse Center			Check Sequence: 12	ACH Enabled: No
22200039131	Sweeper rear motor batteries	242.50	01/22/2013	020-20-53210	
	Check Total:	242.50			
Vendor:4472	Marc Nelson Oil Products			Check Sequence: 13	ACH Enabled: No
CL12966	01-0006091, Wtr fuel 12/16 - 12/31/12	343.51	01/22/2013	021-03-53140	
CL12966	01-0006091, WWTP fuel 12/16 - 12/31/12	210.02	01/22/2013	022-22-53140	
CL12966	01-0006091, Street fuel 12/16 - 12/31/12	477.95	01/22/2013	020-20-53140	
CL14301	01-0006091, WWTP fuel 1/1 to 1/15/13	211.40	01/22/2013	022-22-53140	
CL14301	01-0006091, Street fuel 1/1 to 1/15/13	577.35	01/22/2013	020-20-53140	
CL14301	01-0006091, Wtr fuel 1/1 to 1/15/13	497.89	01/22/2013	021-03-53140	
	Check Total:	2,318.12			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:6004 11-201212	Net Assets Corporation Title Searches for the month of Dec '12 Check Total:	30.00 30.00	01/22/2013	Check Sequence: 14 010-10-53240	ACH Enabled: No
Vendor:4041 37968	Northstar Chemical, Inc. 15180 lbs sodium bisulfite-WW Div Check Total:	4,442.20 4,442.20	01/22/2013	Check Sequence: 15 022-22-53040	ACH Enabled: No
Vendor:1029 14428	OAWU OAWU pre-conf training-TL &SB Check Total:	310.00 310.00	01/22/2013	Check Sequence: 16 021-02-53070	ACH Enabled: No
Vendor:4593 639194484001 639388393001 639971633001	Office Depot Planning Comm name plate-Fladstol Certificate paper-AD Stapler-Wilson Check Total:	9.99 15.98 24.61 50.58	01/22/2013 01/22/2013 01/22/2013	Check Sequence: 17 010-05-53270 010-03-53270 010-03-53270	ACH Enabled: No
Vendor:4081 895979 899205 919396	OfficeMax Incorporated 4x6 lined sticky note pads-Planning Envelopes,toner,folders,markers, etc.-PD Foil braded certificate paper-AD Check Total:	5.74 207.73 5.18 218.65	01/22/2013 01/22/2013 01/22/2013	Check Sequence: 18 010-05-53270 010-07-53270 010-03-53270	ACH Enabled: No
Vendor:0345 4th Qtr Coleman	OR Dept of Employment Unemployment-Coleman 4th Qtr 2012 Check Total:	4,867.00 4,867.00	01/22/2013	Check Sequence: 19 010-10-52080	ACH Enabled: No
Vendor:0125 R91565-#7-Int R91565-#7-Prin	OR Dept of Environmental Qual CWSRF Loan R91565 Pmt 7-Interest CWSRF Loan R91565 Pmt 7-principal Check Total:	408.00 18,225.00 18,633.00	01/22/2013 01/22/2013	Check Sequence: 20 022-10-56145 022-10-56140	ACH Enabled: No
Vendor:0336 Dec '12 Dec 2012	OR Dept of Revenue UA assessments, Dec 2012 Other State Fees, Dec 2012 Check Total:	148.00 59.20 207.20	01/22/2013 01/22/2013	Check Sequence: 21 010-00-41110 010-00-41080	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4938 22571	OR Dept of Water Resources 2013 Dam Safety Fee Check Total:	75.00 75.00	01/22/2013	Check Sequence: 22 021-01-53290	ACH Enabled: No
Vendor:1032 2013 Dam Safety	OR Water Resources Dept. 2013 OR Dam Safety Conf-TL & SB Check Total:	138.00 138.00	01/22/2013	Check Sequence: 23 021-02-53070	ACH Enabled: No
Vendor:0011 OEDI SessionXXV	Oregon Executive Development I OEDI training 3/10-15/13-Troxel Check Total:	1,350.00 1,350.00	01/22/2013	Check Sequence: 24 010-07-53380	ACH Enabled: No
Vendor:4922 OUNC training	Oregon Utility Notification Ce 2013 Locator training seminar-SB,DH,DK Check Total:	300.00 300.00	01/22/2013	Check Sequence: 25 021-02-53070	ACH Enabled: No
Vendor:0409 01-128494-05	Rental Center Chair rental for Christmas event Check Total:	50.00 50.00	01/22/2013	Check Sequence: 26 070-70-53365	ACH Enabled: No
Vendor:4346 2013-1-97141	RoseRush Services, LLC Annual tech support-Shelter Pro-PD Check Total:	195.00 195.00	01/22/2013	Check Sequence: 27 010-07-53060	ACH Enabled: No
Vendor:0437 38357	S & W Electric Works, Inc. 1.5HP FE Myers Rebuilt sump pump-WW Div Check Total:	595.00 595.00	01/22/2013	Check Sequence: 28 022-22-53210	ACH Enabled: No
Vendor:3094 593-12/12	Sheldon Oil Company Police fuel, Dec 2012 Check Total:	1,694.77 1,694.77	01/22/2013	Check Sequence: 29 010-07-53140	ACH Enabled: No
Vendor:4821 131005 131007 131012	Taylor Boiler & Equipment Co. Boiler relay-WW Div Boiler relay-WW Div Boiler relay-WW Div Check Total:	128.62 127.62 58.11 314.35	01/22/2013 01/22/2013 01/22/2013	Check Sequence: 30 022-22-53210 022-22-53210 022-22-53210	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0526 Dec 2012	Tillamook Chamber of Commerce TRT distribution, Dec 2012 Check Total:	1,338.67 1,338.67	01/22/2013	Check Sequence: 31 070-70-53360	ACH Enabled: No
Vendor:0862	Tillamook Co. Creamery Assoc			Check Sequence: 32	ACH Enabled: No
70659/1	3-15 gal Chlorine-Wtr Div	101.85	01/22/2013	021-04-53040	
71121/1	2-15 gal Chlorine-Wtr Div	67.90	01/22/2013	021-04-53040	
71338/1	2-50 lb bag coarse salt-St Div	12.98	01/22/2013	020-20-53230	
71344/1	2-50 lb bag coarse salt-St Div	12.98	01/22/2013	020-20-53230	
71351/1	4-50 lb bag coarse salt-St Div	25.96	01/22/2013	020-20-53230	
71428/1	Wood handle w/metal tip-Wtr Div	5.65	01/22/2013	021-02-53211	
71597/1	2-15 gal Chlorine-Wtr Div	67.90	01/22/2013	021-04-53040	
72006/1	3-15 gal Chlorine-Wtr Div	101.85	01/22/2013	021-04-53040	
	Check Total:	397.07			
Vendor:0498 240467-1028 240984-1028 241729-1028	Tillamook Co. Solid Waste Dump run, 12/3/12 Dump run, 12/13/12 Dump run, 12/28/12 Check Total:	17.00 17.00 17.00 51.00	01/22/2013 01/22/2013 01/22/2013	Check Sequence: 33 020-20-53350 020-20-53350 020-20-53350	ACH Enabled: No
Vendor:0525 Dec 2012	Tillamook Co. Treasurer LEMLA assessment Dec 2012 Check Total:	52.80 52.80	01/22/2013	Check Sequence: 34 010-00-41090	ACH Enabled: No
Vendor:0502	Tillamook Farmer's Co-op			Check Sequence: 35	ACH Enabled: No
138350	Screws,washers/repr loose step strip-St	4.26	01/22/2013	020-20-53200	
138666	Galv fence staples-St Div	0.67	01/22/2013	020-20-53230	
138762	Car wash plus wax-St Div	16.64	01/22/2013	020-20-53210	
138956	Rain jacket w/hood-WW Div	22.49	01/22/2013	022-22-53230	
139013	Propane cylinder 16.4 oz-Wtr Div	4.13	01/22/2013	021-06-53020	
139016	Propane torch kit & cylinder-Wtr Div	33.46	01/22/2013	021-06-53020	
139445	Broom, wood screws-St Div	28.42	01/22/2013	020-20-53200	
139710	Shop tool replacements-St Div	8.70	01/22/2013	020-20-53230	
139813	600' polypro yellow rope,ext cord-WW Div	71.53	01/22/2013	022-22-53230	
139984	4' fluorescent lamp-PD computer room	6.72	01/22/2013	010-07-53270	
140069	Fittings,solder paste,lube spray-Wtr Div	12.52	01/22/2013	021-04-53200	
140077	2 soft wash brushes-PD & shops	15.10	01/22/2013	010-07-53270	
	Check Total:	224.64			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4334 10113400	Tillamook Radio Shack Replacement bulb-PD Tahoe light bar Check Total:	6.69 6.69	01/22/2013	Check Sequence: 36 010-07-53250	ACH Enabled: No
Vendor:0670 B044748 B044749 B044755 B044823 B044827 B044844 B044882 B044892 B044917 B044954 B044962 B044970	Tommie's Cleaners Dry Cleaning, 2 pcs, Harrell Dry Cleaning, 2 pcs, Wright Dry Cleaning, 4 pcs, Miller Dry Cleaning, 4 pcs, Olson Dry Cleaning, 5 pcs, Bomar (sweaters) Dry Cleaning, 2 pcs, Harrell Dry Cleaning, 2 pcs, Olson Dry Cleaning, 4 pcs, Miller Dry Cleaning, 2 pcs, Harrell Dry Cleaning, 5 pcs, Olson Dry Cleaning, 2 pcs, Harrell Dry Cleaning, 2 pcs, Miller Check Total:	10.00 10.00 12.00 20.00 25.00 10.00 10.00 20.00 10.00 25.00 10.00 10.00 172.00	01/22/2013	Check Sequence: 37 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410 010-07-53410	ACH Enabled: No
Vendor:0485 963757 965183	Traffic Safety Supply Co., Inc Jr High & East School sign upgrade-St Di TURA pkg lot & Sue Elmore signs Check Total:	1,210.05 221.63 1,431.68	01/22/2013	Check Sequence: 38 020-20-53340 020-20-53340	ACH Enabled: No
Vendor:5003 86605980 88314146	Tyco Integrated Securitiy LLC Security maint. up to 12/13/12, prorated Security maint. Jan 2013 Check Total:	181.47 111.11 292.58	01/22/2013	Check Sequence: 39 021-07-55900 021-07-55900	ACH Enabled: No
Vendor:1066 Jan 2013 Bills	U.S. Postal Service #168/Postage - water/sewer bills-Jan '13 Check Total:	400.00 400.00	01/22/2013	Check Sequence: 40 021-01-53300	ACH Enabled: No
Vendor:0014 2nd Qtr FY12-13	University of Oregon 2nd Qtr FY12-13,RARE prog/Wilcoxson Check Total:	4,750.00 4,750.00	01/22/2013	Check Sequence: 41 020-20-53245	ACH Enabled: No
Vendor:4039 60577	Waterlab Corp. Various water testing 12/10&11/12	500.00	01/22/2013	Check Sequence: 42 021-06-58010	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	500.00			
Vendor:4398	West Coast Linen			Check Sequence: 43	ACH Enabled: No
39196	Red shop towel service 12/6/12	17.49	01/22/2013	020-20-53230	
40362	Red shop towel service 12/20/12	17.49	01/22/2013	020-20-53230	
	Check Total:	34.98			
Vendor:5002	Xylem Dewatering Solutions, In			Check Sequence: 44	ACH Enabled: No
400277474	Sludge transfer hose-WW Div	199.80	01/22/2013	022-22-53210	
	Check Total:	199.80			
	Total for Check Run:	61,622.50			
	Total Number of Checks:	44			

Accounts Payable

Computer Check Proof List



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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4826	First Bankcard			Check Sequence: 1	ACH Enabled: No
00039	EZ Door opener-City Hall	2,153.00	01/08/2013	010-10-54060	
0117663-IN	Effluent pump-WW Div	323.68	01/08/2013	022-22-53210	
1-5055531	Christmas prizes & Volunteer Aprec suppl	147.03	01/08/2013	070-70-53365	
107-9817016-925	AC Adapter-Jamy's computer	43.89	01/08/2013	010-10-53240	
11.28.12	BOLI Handbooks (3)-A Donowho	130.00	01/08/2013	010-03-53280	
11.29.12	Returned arms equipment-PD	-96.60	01/08/2013	010-07-53410	
12.12.12	Meal-training-SB & LB	21.06	01/08/2013	021-02-53070	
12.19.12	USB cable/Tim's I Phone	19.00	01/08/2013	021-01-53420	
12.3.12	Lifeproof iPhone 5 case-Lyda	79.99	01/08/2013	021-01-53420	
12.3.2012	Computer program for phone/SCADA-Kyte	9.99	01/08/2013	021-01-53420	
12.7.12	Food-County Public Safety xmas party	74.01	01/08/2013	010-07-53350	
12.7.2012	Cooler rental Dec '12, water-WW Div	20.99	01/08/2013	022-22-53230	
16298	Postage meter tapes	25.90	01/08/2013	010-10-53230	
2013 Renewal	Recertification-Lyda	60.00	01/08/2013	021-01-53290	
20369	Under water mini data logger-WW Div	318.48	01/08/2013	022-22-53210	
249626	Video camera, media card/Narcotics Team	192.98	01/08/2013	010-07-53260	
37181	Mtg w/planning comm re: resignation	20.00	01/08/2013	010-05-53400	
4143093	Unit of plywood/Shop shelving	1,488.32	01/08/2013	021-07-55900	
514466	Parking-WW litigation mtg	12.00	01/08/2013	022-22-53370	
521103	Video camera, media cards/Narcotics Team	209.97	01/08/2013	010-07-53260	
594395	Vacuum for Shop office-St Div	109.99	01/08/2013	020-20-53200	
631854	Supplies for Christmas program	76.70	01/08/2013	070-70-53365	
646732	Frame for "Santa"	7.00	01/08/2013	070-70-53365	
796458	Prizes for Christmas program	74.95	01/08/2013	070-70-53365	
80021376	Set of 10 ink ctgs-Water Div	35.99	01/08/2013	021-02-53270	
80021376.1	Generic Brother LC65Y-Reeves	4.49	01/08/2013	010-03-53270	
863462	Coffee maker-WW Div	29.99	01/08/2013	022-22-53230	
937334	Food-County Public Safety xmas party	45.03	01/08/2013	010-07-53350	
	Check Total:	5,637.83			

Invoice No

Description

Amount

Payment Date

Acct Number

Reference

Total for Check Run:
Total Number of Checks:

5,637.83
1

Accounts Payable

Computer Check Proof List



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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4517	De Lage Landen Public Finance			Check Sequence: 1	ACH Enabled: No
16474528	Oce 2522-PD 25014782, 1/1-1/31/13	186.68	01/22/2013	010-10-53240	
16474528	Oce 3522-C Hall 25014782, 1/1-1/31/13	179.75	01/22/2013	010-10-53240	
	Check Total:	366.43			
	Total for Check Run:	366.43			
	Total Number of Checks:	1			