

AGENDA
CITY OF TILLAMOOK COUNCIL MEETING
~ MONDAY, DECEMBER 3, 2012 AT 7:00 P.M. ~
TILLAMOOK CITY HALL, 210 LAUREL AVENUE
www.tillamookor.gov

6:00 P.M. WORKSHOP - Streetscapes

7:00 P.M. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES - November 5, 2012

PROCLAMATIONS – Civil Air Patrol Day, December 6, 2012

PRESENTATIONS – Civil Air Patrol

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.

PUBLIC HEARINGS

1. System Development Charge Modification
2. OLCC License Hearing – Robadmirr LLC dba The Fern Cafe
OLCC License Hearing – Robadmirr LLC dba The Fern Cafe

NEW BUSINESS

1. OLCC Application for Robadmirr LLC
2. Public Works Committee Recommendations:
 - a. 3 Hr. Parking at Sue H. Elmore Park
 - b. Temporary RV/Public Parking Signs on 1st Street and Main and Pacific
3. Cancellation of December 17, 2012 City Council Meeting
4. Set Parks Workshop for January 22, 2012

PENDING BUSINESS

1. Planning Commission Vacancy and Potential Appointment

LEGISLATIVE

1. **Ordinance 1272** – AN ORDINANCE RELATING TO SYSTEM DEVELOPMENT CHARGES AMENDING MUNICIPAL CODE TITLE V, ENACTING AND IMPOSING SYSTEM DEVELOPMENT CHARGES

2. **Resolution 1616** – A RESOLUTION REVISING THE CITY’S EMPLOYEE HANDBOOK OF PROCEDURES AND CONDITIONS OF CITY EMPLOYMENT OF THE CITY OF TILLAMOOK, AND AMENDING RESOLUTION NO. 1586
3. **Resolution 1622** – A RESOLUTION ESTABLISHING STORMWATER SYSTEM DEVELOPMENT CHARGES, INCLUDING SUPPORTIVE METHODOLOGY

COUNCIL CONCERNS - Non-Agenda Items

MONTHLY REPORTS

1. Police Chief
2. Public Works Director
3. City Planner
4. Mayor - Verbal Report

COMMITTEE REPORTS

1. Public Works Committee
2. Personnel Committee

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION

1. City Population Decrease

AUTHORIZATION TO PAY BILLS

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 Related Meetings:

1. Planning Commission: December 6, 2012 @ **6:00 p.m.**
2. TURA Board Meeting: December 12, 2012 @ 5:30 p.m.

POSTED: November 30, 2012

City Hall * Tillamook County Courthouse * Tillamook Fire District * Tillamook County Library

CITY OF TILLAMOOK
City Hall, 210 Laurel Avenue
City Council Meeting Minutes
Monday, November 5, 2012

I. CALL TO ORDER

Mayor Weber called to order the regular meeting of the Tillamook City Council at 7:10 p.m. on Monday, November 5, 2012 in City Hall at 210 Laurel Avenue in Tillamook, Oregon.

II. ROLL CALL

City Recorder Donowho conducted a roll call. The following persons were present:

Mayor Suzanne Weber
Councilor Joe Martin
Councilor Matt Harris
Councilor Cheryl Davy
Councilor Steven Forster
Councilor John Sandusky
Councilor Doug Henson

Absent: none

Staff Present:

Abigail Donowho, City Recorder

III. AGENDA

The posted agenda for the meeting of November 5, 2012 is attached and by this reference is made a part of the record.

IV. ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED: (Copies attached)

- a) Special A/P Batch for 11/5/2012 (Exhibit A)
- b) City Sanitary Bar Graph (Exhibit B)

V. MINUTES

Council minutes for the October 1, 2012 Regular City Council Meetings were provided in Council Packets. **Councilor Sandusky moved to approve the minutes for October 1, 2012 as submitted. Councilor Henson seconded. The minutes were approved as submitted in Council packets unanimously by Council seated.**

VI. CITIZEN COMMENT--None

VII. NEW BUSINESS

- a) **City Sanitary Service Franchise Revision Request**—**Lee Walker** of City Sanitary Service in Tillamook addressed the Council regarding his initial request of curbside recycling. A previous article in the Headlight Herald had conveyed incorrect information regarding curbside pickup of recyclables. The mix up from the article brought forth the need to start a comingled process for recycled materials. Source separated curbside recycling is available, however, the future will likely bring a change to the type of recycling. Walker's main purpose of his address tonight was to get the dialogue started for the future of recycling for Tillamook. **Mayor Weber** thanked Mr. Walker for bringing the item forward.
- b) **Planning Commission Volunteer Application Review and Possible Appointment**—**Mayor Weber** noted the application in the packet for consideration. The applicant is not available this evening to attend. She asked the Council if they would prefer to have the applicant attend the next meeting.

VIII. PENDING BUSINESS

- a) **STIP Proposal Update**—**City Recorder Donowho** informed the Council that the Port of Tillamook Bay has agreed to partner with the City and grant an easement for an area along the Hoquarton that will connect the trails near downtown toward Goodspeed Park. She showed the map that City Manager Wyntergreen had presented to the Port

and asked for the Council's direction on which projects to incorporate in the STIP application. After discussion, the Council wanted to have both the trail area along the Hoquarton and the downtown streetscape project in the application. Both projects are partnered with other agencies (the POTB and TURA) and would better meet the STIP application criteria. **Donowho** will convey the information to Wyntergreen.

IX. LEGISLATIVE

- a) **Resolution 1618—A RESOLUTION REVISING THE CITY'S EMPLOYEE HANDBOOK OF PROCEDURES AND CONDITIONS OF CITY EMPLOYMENT OF THE CITY OF TILLAMOOK, AND REPEALING RESOLUTION NO. 1594**—Councilor Forster moved to approve Resolution 1618, a resolution revising the City's employee handbook of procedures and conditions of City employment of the City of Tillamook, and repealing Resolution number 1594. Councilor Davy seconded. Motion carried unanimously by Council seated.
- b) **Resolution 1621—A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A HEALTH REIMBURSEMENT ARRANGEMENT/VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION ("HRA VEBA") PLAN**—Councilor Sandusky moved to adopt Resolution 1621, a resolution authorizing the establishment of a health reimbursement arrangement/Voluntary Employees' Beneficiary Association ("HRA VEBA") Plan. Councilor Forster seconded. Motion carried unanimously by Council seated.

X. COUNCIL CONCERNS-

- a) **Councilor Martin** received a call from Tilda Jones regarding TBHEID membership. **Mayor Weber** stated it would be addressed at the next meeting.
- b) **Councilor Davy** reminded everyone to get out and vote.
- c) **Councilor Forster** talked about the new Festival of Lights Parade on December 1, 2012.
- d) **Councilor Henson** also received the phone call from TBHEID.

XI. MONTHLY REPORTS

- a) **Public Works Director**—**Mayor Weber** added that Third Street is striped and will be open to two-way traffic this week.
- b) **City Planner**—**City Recorder Donowho** gave a status update on the Land Use Application from Tillamook PUD. City Planner Mattison has sent PUD a letter to outline the areas of the application that are incomplete. They have 180 days to make the corrections.
- c) **Police Chief**—Police Chief Wright's monthly report was included in Council Packets.
- d) **City Manager**—**City Recorder Donowho** reported in the absence of the City Manager that the refinancing of the water bonds will require some type of collateral. TLC has asked for Council to approve using the Water Treatment Plant for the purpose. The Council decided to postpone the decision until further information was available.
- e) **Mayor**—**Mayor Weber** reminded everyone that November 12th is the Veteran's Day celebration at the Air Museum. Fall Leaf Cleanup is on the 17th and 18th—dumpsters for yard debris will be available at City Hall. The Oregon Parks and Recreation Committee's meeting is on November 6th. Extreme Home Makeover animal shelter sneak preview. November 8th is the COLPAC and NW ACT meeting where more STIP funding information will be available as the application is changing. She will attend the November 16th LOC meeting in Manzanita for legislative items. There is a Beautification Committee meeting tomorrow. The **Mayor** also reminded everyone that November 15th is National Recycle Day—library program.
- f) **Executive Session to add to agenda**—**Mayor Weber** explained to the Council that the Public Works Director has submitted a retirement proposal and it should be discussed in executive session. **Councilor Forster moved to add an executive session to the agenda. Councilor Sandusky seconded. Motion carried unanimously by Council seated.**

XII. COMMITTEE REPORTS

- a) **Personnel Committee**—Councilor Sandusky reported on the personnel committee. The ETO Policy previously discussed was a large part of the meeting as well as the continuation of employee salary tables. An updated to the mobile communications policy will also be introduced soon.

XIII. STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION

- a) **Letter to the Editor—Clarification for Ethics Purposes**—Councilor Forster brought forward the ethics concern and reiterated that Chief Wright did not make any comments with his title attached, it was the Headlight Herald who added his title. They have since written a letter of apology to Chief Wright as they did not intentionally try to cause an ethics issue.
- b) **North Coast Lawn Letter of Intent**—Councilor Henson commended North Coast Lawn, asked for a letter to NCL for thanks to them for the help. He would love to see more volunteers like this in the community.
- c) **TBHEID Associate Membership**
- d) **Fall Leaf Cleanup Flyer**

XIV. AUTHORIZATION TO PAY BILLS

The Finance Committee had reviewed the current bills prepared for payment. A copy of the voucher register is attached and by this reference is made a part of the record. **Councilor Martin moved to pay the bills approved by the Committee. Councilor Sandusky seconded. Motion carried unanimously by Council seated.** Bills were paid in the following total amounts:

<u>GENERAL CHECKING ACCOUNT</u>			
<u>BATCH TYPE</u>	<u>DATE</u>	<u>CHECK RANGE</u>	<u>AMOUNT PAID</u>
Special Batch	10/23/2012	32858	\$75.00
		32859-32923	
A/P Batch	11/02/2012		\$84,885.74
		9011512	

XV. EXECUTIVE SESSION

Mayor Weber called to order an executive session under ORS 190.660 (2)(a) at 8:15 p.m. to discuss personnel employment. Executive session was concluded at 8:44 p.m.

Mayor Weber reopened the regular city Council session at 8:44 p.m. Councilor Sandusky moved to accept Public Works Director Arley Sullivan’s proposal to retire from PERS as of January 1, 2013 and to continue working for 30 hours per week for the following year, possibly two; specifically charging Paul Wyntergreen and Abby Donowho to solidify the terms of the agreement as discussed in Sullivan’s letter regarding a specific retirement date, outlining the duties and reporting system for Sullivan to train up subordinates, and usage and application of ETO. Councilor Henson seconded. Motion carried unanimously by Council seated.

XVI. ADJOURNMENT

There being no further business, Mayor Weber adjourned the meeting at 8:47 p.m.

Minutes approved by:

Minutes submitted by:

Suzanne Weber, Mayor

Date

Abigail Donowho, City Recorder Date

PROCLAMATION

A PROCLAMATION IN COMMEMORATION OF THE 71st ANNIVERSARY OF CIVIL AIR PATROL

WHEREAS, Civil Air Patrol (CAP) was founded December 1, 1941 by a fledgling group of volunteers led by civilian pilots who flew their own planes at their own expense to support America's efforts in World War II, primarily by flying reconnaissance missions near the country's coasts to protect cargo ships, especially vital oil tankers, being sunk at an alarming rate that, according to U.S. Army Chief of Staff Gen. George Marshal, "now threaten our entire war effort." And;

WHEREAS, so many submarines were spotted by these "subchasers" that a decision was soon made by the military to arm their light aircraft with small bombs and their larger aircraft with 325-pound depth charges, putting these brave civilians at great risk because they were often flying 100 miles or more from shore in all kinds of weather. And;

WHEREAS, over the next year and a half, these subchasers played an integral role in the defense of America's homefront during World War II, spotting 143 German submarines, attacking 57 and sinking two, while directing shore-based fighting units to their targets and forcing the German Navy to move further offshore. And;

WHEREAS, the wartime effort, which included border patrol operations, search and rescue, disaster relief, forest fire patrol, emergency transportation of personnel and critical cargo and towing practice targets for the U.S. military, also resulted in the loss of 26 members and 90 aircraft in the war's beginning stages and 64 deaths and 150 lost aircraft by war's end. And;

WHEREAS, the Coastal Patrol was heralded as a great success, prompting President Harry Truman to sign Public Law 476 in 1946, which made the Civil Air Patrol a benevolent, nonprofit organization and, nearly two years later, in 1948, the Congress of the United States passed Public Law 557, permanently establishing CAP as the auxiliary of the new U. S. Air Force with the three primary missions of Emergency Services, Cadet Programs and Aerospace Education. And;

WHEREAS, since that auspicious beginning, a modern-day Civil Air Patrol has emerged to become one of the nation's premier humanitarian service organizations, saving lives, finding those who are lost, helping fellow citizens in times of disaster, working to keep America safe, preparing future leaders, offering aerospace education to inspire our nation's youth and honoring our military. And;

WHEREAS, Civil Air Patrol, forged by a late-century revolution in search and rescue technology, became known worldwide for its unique emergency services operations, performing vital search and rescue, disaster relief and other important emergency missions for what now numbers more than 1,500 communities across America and the 50 states, as well as the nation's capital and Puerto Rico. And;

WHEREAS, Civil Air Patrol, supported by the world's largest fleet of single-engine aircraft equipped with high-tech toolboxes like full-motion video, infrared cameras and glass cockpit aircraft, has established itself among the nation's search and rescue elite, now participating in up to 90 percent of the Air Force's inland search and rescue missions. And;

WHEREAS, in 2010 alone, many of Civil Air Patrol's professional volunteers, backed by CAP's own experts in cell phone forensics and radar tracking experts, left their families and their homes, often in adverse weather conditions, to participate in 1,016 search and rescue missions in which they were credited with saving 113 lives. And;

WHEREAS, as a top resource for disaster relief, Civil Air Patrol is often first on the scene, providing aerial photography and damage assessment to help emergency officials pinpoint critical infrastructure needs in real time as well as ground team support, often provided door-to-door, which includes water, food and supply delivery, even laundry services, for victims. And;

WHEREAS, recent high-visibility Civil Air Patrol missions have included responses to tornadoes that ravaged communities across America; forest fires in numerous states; Hawaiian Island and Pacific Coast tsunamis; Hurricanes Katrina and Ike; wildfires in the Southwest; Midwest flooding; 9/11; and counterdrug missions across the nation that have helped remove over \$1 billion in illegal drugs from our communities. And;

WHEREAS, the aircraft of Civil Air Patrol were the only non-military planes allowed in the skies over the U.S. in the immediate aftermath of the terrorist attacks in 2001, and CAP has since performed admirably in other homeland security missions, including responding to the Deepwater Horizon oil spill in the Gulf of Mexico, a 118-day continuous effort, by taking tens of thousands of aerial photographs necessary for assessing environment damage, deploying containment assets and successfully working side by side with numerous state and federal agencies all the while saving the federal government an estimated \$22 million to \$38 million for these services. And;

WHEREAS, the Civil Air Patrol sets the world standard for volunteer aviation emergency services, prompting other nations like Denmark and the United Kingdom to use the CAP model to establish or improve their own similar volunteer programs. And;

WHEREAS, the Civil Air Patrol's youth program currently includes nearly 27,000 cadets who benefit from a curriculum that trains them to be leaders; offers them opportunities for flight, including pilot training; and teaches emergency services techniques, including lifesaving. And;

WHEREAS, Civil Air Patrol reaches tens of thousands of the country's school-age children and their teachers, regardless of their membership in Civil Air Patrol, with a comprehensive selection of academic programs that stress the STEM subjects of science, technology, engineering and math, in addition to programs that encourage a drug-free lifestyle. And;

WHEREAS, Civil Air Patrol's membership includes an 868-member Chaplain Corps that fulfills critical needs for deployed U. S. military chaplains and provides counseling services for soldiers and their families, as well as disaster victims. And;

WHEREAS, in its partnership with Wreaths Across America, Civil Air Patrol annually honors military veterans by helping sponsor and place tens of thousands of wreaths at the graves of fallen soldiers at U.S. cemeteries nationwide and overseas. And;

WHEREAS, Civil Air Patrol is celebrating 71 years of performing these "Missions for America."

NOW THEREFORE, BE IT PROCLAIMED, by the City of Tillamook, which hereby:

- 1) honors the men and women who have served and those who continue to serve their fellow citizens through Civil Air Patrol, a noble and patriotic organization;
- 2) names December 6, 2012 as Civil Air Patrol Day throughout the City of Tillamook; and,
- 3) transmits a duly authorized and signed copy of this proclamation to Colonel John Longley "Commander of the Wing, Civil Air Patrol.

Dated this 3rd day of December, 2012.

City of Tillamook

Attest:

Mayor

City Recorder



CITY OF TILLAMOOK

NOTICE OF PUBLIC HEARING

90-day Notice of System Development Charge Modification

The City of Tillamook hereby issues public notice, pursuant to ORS 223.304, of its intent to consider a Stormwater System Development Charge.

A technical report addressing the methodology and calculation of the proposed charge will be available for review at City Hall or by calling 503-842-2472.

A public hearing to take comments regarding the proposed Stormwater System Development Charge is scheduled for 7:00 P.M., Monday, December 3, 2012 at City Hall. If you wish to comment but cannot attend the public hearing, please address written comments as follows:

City of Tillamook
City Hall
210 Laurel Avenue
Tillamook, OR 97141

Written comments must be received by 4:00 P.M., Friday, November 30, 2012 to be considered.

Posted: September 4, 2012
Tillamook City Hall
Tillamook County Courthouse
Tillamook County Main Library
Tillamook Fire District

CITY OF TILLAMOOK

Tillamook City Hall
210 Laurel Avenue
Tillamook, OR 97141

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

VOLUNTEER POSITION APPLICATION

Position: Planning Commission

Name: Steve Fladstol

Address: 3409 Alder Lane

Phone: Home _____ Work 503-812-2880

E-mail: sefladstol@embargmail.com

Registered Voter: Yes No _____ Ward/Precinct: 4

Brief statement of interest in this position:

Desire to use my skills for public service

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 Maybe

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

Budget/Finance

[Signature] _____
Signature Date 10-15-12

ORDINANCE NO. 1272

**AN ORDINANCE RELATING TO SYSTEM DEVELOPMENT CHARGES AMENDING
MUNICIPAL CODE TITLE V, ENACTING AND IMPOSING SYSTEM
DEVELOPMENT CHARGES AND
REPEALING SECTIONS 9 THROUGH 15 OF ORDINANCE NO, 1115**

WHEREAS, The City of Tillamook held a Public Hearing on December 3, 2012, relating to System Development Charges and;

WHEREAS, the City Council considers it in the best interest of the community to adopt this Ordinance for System Development Charges, and;

WHEREAS, the Methodology and Ordinance was drafted by Financial Consulting Solutions Group, Inc. (FCS Group).

**NOW THEREFORE, THE COUNCIL OF THE CITY OF TILLAMOOK
HEREBY ORDAINS THAT:**

Section 1. The City Council approves and adopts the Enabling Ordinance Exhibit A, attached heretofore and made a part of this Ordinance.

Section 2. Section 9 through 15 of Ordinance No. 1115 are hereby repealed in their entirety.

PASSED 1st reading by the Tillamook City Council this 3rd day of December, 2012.

PASSED 2nd reading by the Tillamook City Council this 7th day of January, 2013.

APPROVED by the Tillamook City Council this 7th day of January, 2013.

Suzanne Weber, Mayor

ATTEST:

Abigail Donowho, City Recorder

Enabling Ordinance – Exhibit A

1. Purpose.

The purpose of the system development charge is to impose an equitable share of the public cost of capital improvements for water supply, treatment and distribution; sanitary sewer collection, transmission, treatment and disposal; drainage and flood control; transportation; and parks and recreation, upon those developments that create the need for or increase the demand on capital improvements to be constructed, already constructed or under construction.

2. Scope.

The system development charge imposed by this chapter is separate from and in addition to any applicable tax, assessment, charge, fee in lieu of assessment, or fee otherwise provided by law or imposed as a condition of development. A system development charge is to be considered in the nature of a charge for service rendered, a service hookup charge or a charge for services to be rendered.

3. Definitions.

For purposes of this chapter, the following definitions apply:

A. "Capital improvements" means facilities or assets used for:

1. Water supply, treatment and distribution;
2. Sanitary sewer collection, transmission, treatment and disposal;
3. Drainage and flood control
4. Transportation, including but not limited to streets, sidewalks, bike paths, street lights, street trees, mass public transportation, vehicle parking and bridges;
or
5. Parks and recreation, including but not limited to mini-neighborhood parks, neighborhood parks, community parks and other recreational facilities.

B. "Development" means constructing a building or a structure, conducting a mining operation, making a physical change in the use or appearance of a structure or land, dividing land into two or more parcels (including partitions and subdivisions), and creating or terminating a right of access.

C. "Improvement fee" means a fee for costs associated with capital improvements to be constructed after the date the fee is adopted pursuant to Section 4 of this chapter.

D. "Land area" means the area of a parcel of land as measured by projection of the parcel boundaries upon a horizontal plane with the exception of a portion of the parcel within a recorded right-of-way or easement subject to a servitude for a public street or scenic or preservation purpose.

E. "Parcel of land" means a lot, parcel, block or other tract of land that is occupied or may be occupied by a structure or structures or other use, and that includes the yards and other open spaces required under the zoning, subdivision or other development ordinances.

F. "Qualified public improvements" means a capital improvement that is required as a condition of development approval, identified in the plan adopted pursuant to Section 8 of this chapter, and either:

1. Not located on or contiguous to property that is the subject of development approval; or
2. Located in whole or in part on or contiguous to property that is the subject of development approval and required to be built larger or with greater capacity than is necessary for the particular development project to which the improvement fee is related.

G. "Reimbursement fee" means a fee for costs associated with capital improvements constructed or under construction on the date the fee is adopted pursuant to Section 4 and for which the City Council determines capacity to exist.

H. "System development charge" means a reimbursement fee, an improvement fee or a combination thereof along with a "compliance fee" that takes into account direct costs of complying with the provisions of this ordinance, including the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures; which are assessed or collected at any of the times specified in Section 9. It shall also include that portion of a water or sanitary sewer system connection charge that is greater than the amount necessary to reimburse the city facilities. "System development charge" does not include fees assessed or collected as part of a local improvement district or a charge in lieu of a local improvement district assessment, or the cost of complying with requirements or conditions imposed by a land use decision.

4. System development charge established.

A. System development charges for each type of capital improvements may be proposed by the City Manager and shall be established and may be revised by resolution of the City Council.

B. Unless otherwise exempted by the provisions of this chapter or other local or state law, a system development charge is hereby imposed upon all development within the city, and upon all development outside the boundary of the city that connects to or otherwise uses the water, sanitary sewer, drainage and flood control, transportation or parks and recreation facilities of the city.

5. Methodology.

A. The methodology used to establish the reimbursement fee shall, where applicable, be based on ratemaking principles employed to finance publicly owned capital improvements, prior contributions by then-existing users, gifts or grants from federal or state government or private persons, the value of unused capacity available to future system users or the cost of the existing facilities, and other relevant factors identified by the City Council. The methodology shall promote the objective that future systems users shall contribute no more than an equitable share of the cost of then-existing facilities and shall be available for public inspection.

B. The methodology used to establish the improvement fee shall, where applicable, demonstrate consideration of the projected cost of capital improvements identified in the plan and list adopted

pursuant to Section 8 that are needed to increase the capacity of the systems to which the fee is related and for which the need for increased system capacity will be required to serve the demands placed on the system by future users. Improvement fees shall be calculated to obtain the cost of capital improvements for the projected need for available system capacity for future users.

C. The methodology shall also provide for a credit as authorized in Section 11.

D. The methodology shall also provide for periodic indexing of system development charges for inflation, as long as the index used is:

(A) A relevant measurement of the average change in prices or costs over an identified time period for materials, labor, real property or a combination of the three;

(B) Published by a recognized organization or agency that produces the index or data source for reasons that are independent of the system development charge methodology; and

(C) Incorporated as part of the established methodology or identified and adopted in a separate ordinance, resolution or order.”

E. Except when authorized in methodology adopted under subsection C of this section, the fees required by this code which are assessed or collected as part of a local improvement district or a charge in lieu of a local improvement district assessment, or the cost of complying with requirements or conditions imposed by a land use decision are separate from and in addition to the system development charge and shall not be used as a credit against such charge.

F. The methodology used to establish the improvement fee or the reimbursement fee, or both, shall be contained in a resolution adopted by the City Council.

G. After the effective date of the ordinance codified in this chapter, the city shall maintain a list of persons who have made a written request for notification prior to adoption or amendment of a methodology for any system development charge. Written notice shall be mailed to persons on the list at least ninety days prior to the first hearing to establish or modify a system development charge, and the methodology supporting the adoption or amendment shall be available at least sixty days prior to the first hearing to adopt or amend. The failure of a person on the list to receive a notice that was mailed shall not invalidate the city's subsequent action. The city may periodically delete names from the list, but at least thirty days prior to removing a name from the list the city must notify the person whose name is to be deleted that a new written request for notification is required if the person wishes to remain on the notification list.

6. Authorized expenditures.

A. Reimbursement fees shall be applied only to capital improvements (and not operating expenses) associated with the systems for which the fees are assessed, including expenditures relating to repayment of indebtedness.

B. Improvement fees shall be spent only on capacity increasing capital improvements, including expenditures relating to repayment of debt for the improvements. An increase in system capacity may be established if a capital improvement increases the level of performance or service provided by existing facilities or provides new facilities. The portion of the improvements

funded by improvement fees must be related to the need for increased capacity to provide service for future users. A capital improvement being funded wholly or in part from revenues derived from the improvement fee shall be included in the plan adopted by the city pursuant to Section 8.

C. Notwithstanding subdivisions (A) and (B) of this section, system development charge revenues may be expended on the direct costs of complying with the provisions of this ordinance, including the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures.

7. Expenditure restrictions.

System development charges shall not be expended for:

A. Costs associated with the construction of administrative office facilities that are more than an incidental part of other capital improvements; or

B. Costs of the operation or routine maintenance of capital improvements.

8. Improvement plan.

Prior to the establishment of a system development charge, the City Council shall adopt a plan that:

A. Lists the capital improvements that the City Council intends to fund in whole or in part with improvement fee revenues;

B. Lists the estimated cost, and percentage of costs eligible to be funded with revenues from the improvement fee for each improvement; and

C. Describes the process for modifying the plan. If a system development charge will be increased by a proposed modification of the list to include a capacity increasing capital improvement, the city shall provide, at least 30 days prior to the adoption of the modification, notice of the proposed modification to the persons who have requested written notice under Section 5. The city shall hold a public hearing if a written request for a hearing on the proposed modification is received within seven days of the date the proposed modification is scheduled for adoption. A change in the amount of a reimbursement fee or an improvement fee is not a modification of the system development charge methodology if the change in amount is based on a change in cost of materials, labor or real property applied to projects or project capacity as set forth on the list adopted pursuant to Section 8 or the periodic application of the Construction Cost Index published by the *Engineering News Record* and is incorporated as part of the established methodology or identified and adopted in a separate ordinance, resolution, or order.

9. Collection of charge.

A. The system development charge is payable upon issuance of:

1. A building or construction permit of any kind, including any permit or permits issued in connection with the set-up or installation of any trailer, mobile or manufactured home;
2. A development permit;

3. A development permit for development not requiring the issuance of a building permit;
4. A permit to connect to the water system;
5. A permit to connect to the sanitary sewer system;
6. A permit to connect to the drainage and flood control system; or
7. A permit to connect to the transportation system.

B. If development is commenced or connection is made to the water, sanitary sewer, drainage and flood control or transportation systems without an appropriate permit, the system development charge is immediately payable upon the earliest date that a permit was required.

C. The City Manager or his designee shall collect the applicable system development charge from the person responsible for or receiving the benefit of the development in accordance with subparagraph A above. The City Manager or his designee shall not issue such permit or allow such connection until the charge has been paid in full, or unless an exemption is granted pursuant to Section 10, or unless arrangements for payment of the charge, under such terms as the City Manager deems reasonable, have been made, pursuant to subsection D, which follows.

D. The obligation to pay the unpaid system development charge and interest thereon shall be secured by property, bond, deposits, letter of credit or other security acceptable to the City Manager. The net value of security accepted, excluding liens and encumbrances thereon, must be at least double the amount of the system development charge secured thereby.

E. If the system development charge is not paid upon issuance of the applicable permit, and the applicant chooses to pay the charge in installments and secure the obligation with security acceptable under subsection D above, then, there shall be added to the amount owing the following:

1. Interest on the obligation at the rate established by the City Council for all unpaid assessments;
2. All costs associated with processing the particular form of security, such as title insurance, escrow fees, recording costs, collection escrow costs and/or any other expense associated with the city accepting such security;
3. Any and all costs, as determined by the City Manager or his designee, incurred in establishing payment schedules and administering the collections process;
4. When the charge is secured by bond pursuant to ORS 223.205--223.295, any and all costs associated with administering the bond assessment program and issuing the bonds, as determined by the City Manager or his designee;
5. The intent of this subsection E is to recognize that the payment of a system development charge by installments increases the administrative expense to the city. It is the intent of this subsection to shift that added expense to the applicant, so that the city will not lose system development charge revenue by accepting installment payments on such charges. Subject to the provisions of this subsection E, all costs added to the system development charge will be determined by the City Manager.

F. No person may connect to the water or sewer systems of the city unless the appropriate system development charge has been paid or the installment payment method has been applied for and approved.

10. Exemptions.

A. The following are exempt from system development charges:

1. Structures and uses established and legally existing on or before the effective date of this ordinance are exempt from a system development charge, except water and sewer charges, to the extent of the structure or use then existing and to the extent of the parcel of land as it is constituted on that date. Structures and uses affected by this subsection shall pay the water or sewer charges pursuant to the terms of this ordinance upon the receipt of a permit to connect to the water or sewer system.
2. Additions to single-family dwellings that do not constitute the addition of a dwelling unit. Dwelling unit means any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking and sanitation;
3. An alteration, addition, replacement or change in use that does not increase the parcel's or structure's use of the system to which the system development charge applies;

B. Any enlargement or change and any new connection or utilization of the system to which a system development charge applies shall not be exempt.

11. Credits.

A. A system development charge shall be imposed when a change of use of a parcel or structure occurs, but credit shall be given in an amount equal to the existing system development charge as applied to the pre-existing use. The credit so computed shall not exceed the calculated system development charge. No refund shall be made on account of such credit.

B. An improvement fee credit shall be given for the cost of a qualified public improvement associated with a development, subject to the following:

1. Such credit shall be only for the improvement fee charged for the type of improvement being constructed, and credit for qualified public improvements under Section 3(F)(2) may be granted only for the cost of that portion of such improvement that exceeds the city's minimum standard facility size or capacity needed to serve the particular development property or project. The applicant shall have the burden of demonstrating that a particular improvement qualifies as a Section 3(F)(2) qualified public improvement.
2. When the construction of a qualified public improvement gives rise to a credit amount greater than the improvement fee that would otherwise be levied against the project receiving development approval, the excess credit may be applied against improvement fees that accrue in subsequent phases of the original development project, if any.
3. Credits shall be used within ten years from the date the credit is given.
4. Credit shall not be transferrable from one development to another or from one type of capital improvement to another.

12. Segregation and use of revenue.

A. All funds derived from a particular type of system development charge are to be segregated by accounting practices from all other funds of the city. That portion of the system development charge calculated and collected on account of a specific facility system shall be used for no purpose other than those set forth in Section 6.

B. The City Manager or his designee shall provide the City Council with an annual accounting, based on the city's fiscal year, for system development charges showing the total amount of system development charge revenues collected for each type of facility and the projects funded, either in whole or in part, from each account.

13. Appeal procedure.

A. A person aggrieved by a decision required or permitted to be made by the City Manager or his designee under this ordinance or a person challenging the propriety of an expenditure of system development charge revenues may appeal the decision or the expenditure to the City Council by filing a written request with the City Manager describing with particularity the decision of the City Manager or his designee or the expenditure from which the person appeals.

B. An appeal of an expenditure must be filed within two years of the date of the alleged improper expenditure. Appeals of any other decision required or permitted to be made by the City Manager must be filed within ten days of the date of the decision.

C. The City Council shall determine whether the City Manager's decision or the expenditure is in accordance with this chapter and the provisions of ORS 223.297 to 223.314 and may affirm, modify or overrule the decision. If the City Council determines that there has been an improper expenditure of system development charge revenues, the City Council shall direct that a sum equal to the misspent amount shall be deposited within one year to the credit of the account or fund from which it was spent.

D. A legal action challenging the methodology adopted by the City Council pursuant to Section 5 shall not be filed later than sixty days after adoption, and shall be contested according to the procedure set forth in ORS 34.010 to 34.100, and not otherwise.

14. Severability.

The invalidity of a section or subsection of this chapter shall not affect the validity of the remaining sections or subsections.

RESOLUTION NO. 1616

A RESOLUTION REVISING THE CITY'S EMPLOYEE HANDBOOK OF PROCEDURES AND CONDITIONS OF CITY EMPLOYMENT OF THE CITY OF TILLAMOOK, AND AMENDING RESOLUTION NO. 1586, AND REPEALING RESOLUTION NO. 1588

WHEREAS, the Employee Handbook adopted by Resolution #1586 did not include any set wage compensation schedule or organizational chart; and

WHEREAS, a clearly defined chain of command is necessary for City Employees; and

WHEREAS, a set wage compensation schedule is desired to utilize for both a budgeting tool and employee goal-setting; and

WHEREAS, existing employees will be arrayed on the Non-Union Pay Scale in accordance with current pay. Employees hired before July 1, 2000, will have percentage longevity incorporated into their current rate of pay for these initial purposes; and

WHEREAS, in compensation for removal of longevity pay, the non-union pay scale has been ramped with percentage increases and laddered so as to encourage promotion and skill improvement; and

WHEREAS, said revisions have been considered and reviewed by the Council.

NOW, THEREFORE, the Tillamook City Council hereby resolves as follows:

Section 1:

Resolution 1588 is hereby repealed. At the end of the Employment Relationship section, on page 6 of the Employee Handbook, as adopted by Resolution No. 1586, is hereby amended to include a copy of the City of Tillamook Organizational Chart as revised in August of 2012. (Exhibit A)

Section 2:

The Pay Administration summary on page 38 of the Employee Handbook as adopted by Resolution No. 1586, is hereby amended to include a copy of the City of Tillamook's non-union pay scale as revised in November of 2012 (Exhibit B). The following shall precede the chart:

“Pay Scale”

“The chart on the following page is a chart of the currently adopted rates of pay for non-union employees of the City of Tillamook.”

City Council

Mayor

Planning Commission

City Manager
(Confidential/Exempt)

**City Recorder/Treasurer
Human Resources**
(Confidential/Exempt)

Public Works Director
(Confidential/Exempt)

City Planner

Executive Assistant to the City Manager & Urban Renewal
(Confidential)

Police Chief
(Confidential/Exempt)

**Front Office Coordinator/
Finance Assistant**

Finance Officer
(Exempt)

Assistant Public Works Director
(Confidential)

Police Sergeant
(Confidential)

Police Office Manager
(Confidential)

**Code Enforcement/
Animal Control**

Police Officers (6)

Water Division Supervisor
(Confidential)

Water Clerk - Risk Management /IT Coordinator

Public Works Technician II

Public Works Technician IV

Public Works Technician I

Public Works Technician III

Public Works Technician IV

Street Division Supervisor
(Confidential)

Public Works Technician II

WWTP Supervisor
(Confidential)

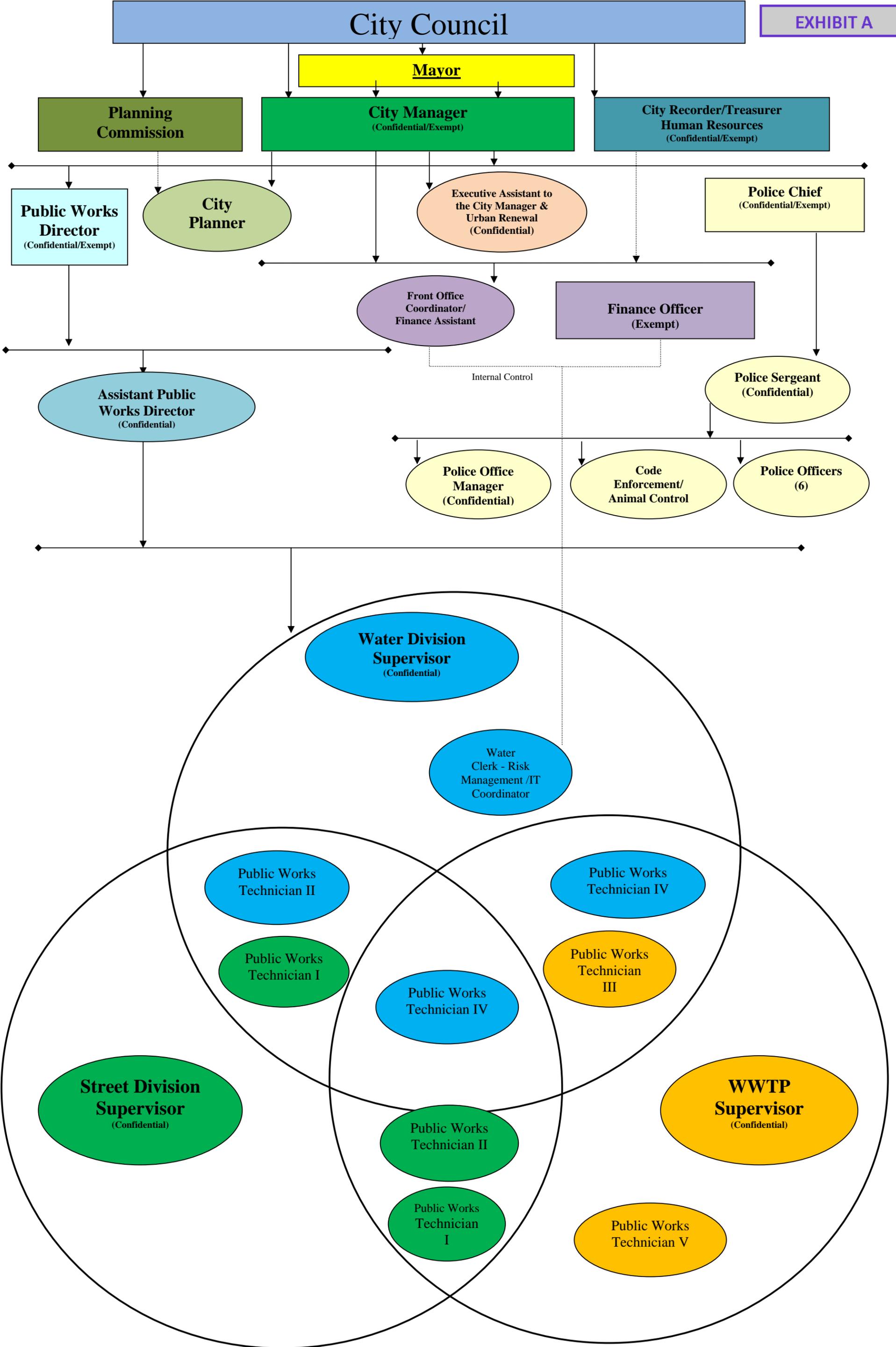
Public Works Technician I

Public Works Technician V

Non Exempt

Exempt

———— Chain of Command
----- Oversight and Internal Control



City of Tillamook Non-Union Pay Scale

JOB TITLE	STARTING WAGE	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10	
		1.015	1.020	1.025	1.030	1.035	1.040	1.045	1.050	1.055	1.060	
ADMINISTRATIVE												
CITY MANAGER	Annual	79,096	80,282	81,888	83,935	86,453	89,479	93,058	97,246	102,108	107,724	114,187
	Monthly	6,591.31	6,690.18	6,823.98	6,994.58	7,204.42	7,456.57	7,754.83	8,103.80	8,508.99	8,976.99	9,515.60
EXEMPT/CONFIDENTIAL	Hourly	38.03	38.60	39.37	40.35	41.56	43.02	44.74	46.75	49.09	51.79	54.90
RECORDER/TREASURER/HR	Annual	53,125	53,922	55,000	56,375	58,066	60,099	62,503	65,315	68,581	72,353	76,694
	Monthly	4,427.06	4,493.46	4,583.33	4,697.92	4,838.85	5,008.21	5,208.54	5,442.93	5,715.07	6,029.40	6,391.17
EXEMPT/CONFIDENTIAL	Hourly	25.54	25.92	26.44	27.10	27.92	28.89	30.05	31.40	32.97	34.79	36.87
FINANCE OFFICER	Annual	52,738	53,529	54,600	55,965	57,644	59,661					
	Monthly	4,394.86	4,460.78	4,550.00	4,663.75	4,803.66	4,971.79					
EXEMPT/CONFIDENTIAL	Hourly	25.35	25.74	26.25	26.91	27.71	28.68					
PLANNER	Annual	47,073	48,721	50,670	52,950	55,597	58,655					
	Monthly	3,922.76	4,060.06	4,222.46	4,412.47	4,633.10	4,887.92					
EXEMPT/CONFIDENTIAL	Hourly	22.63	23.42	24.36	25.46	26.73	28.20					
EXECUTIVE ASSISTANT	Annual	37,854	38,422	39,190	40,170	40,170	41,576					
	Monthly	3,154.50	3,201.82	3,265.85	3,347.50	3,347.50	3,464.66					
CONFIDENTIAL	Hourly	24.27	24.63	25.12	25.75	25.75	26.65					
ACCOUNTING CLERK	Annual	35,347	35,877	36,595	37,510	38,635	39,987					
	Monthly	2,945.59	2,989.77	3,049.57	3,125.81	3,219.58	3,332.27					
EXEMPT/CONFIDENTIAL	Hourly	16.99	17.25	17.59	18.03	18.57	19.22					
UTILITY CLERK	Annual	30,397	30,853	31,470	32,256	33,224	34,387					
	Monthly	2,533.05	2,571.04	2,622.46	2,688.03	2,768.67	2,865.57					
EXEMPT/CONFIDENTIAL	Hourly	14.61	14.83	15.13	15.51	15.97	16.53					
POLICE DEPT												
POLICE CHIEF	Annual	67,738	68,755	70,130	71,883	74,039	76,631	79,696	83,282	87,446	92,256	97,791
	Monthly	5,644.87	5,729.55	5,844.14	5,990.24	6,169.95	6,385.90	6,641.33	6,940.19	7,287.20	7,688.00	8,149.28
EXEMPT/CONFIDENTIAL	Hourly	32.57	33.06	33.72	34.56	35.60	36.84	38.32	40.04	42.04	44.35	47.02
POLICE OFFICERS <i>TEAMSTERS Union Level Schedule FOR COMPARISON ONLY</i>	Annual		46,104	47,724	49,392	51,120	52,908	54,768	56,688	58,668	60,720	62,856
	Monthly		3,842	3,977	4,116	4,260	4,409	4,564	4,724	4,889	5,060	5,238
EXEMPT/CONFIDENTIAL	Hourly		22.17	22.94	23.75	24.58	25.44	26.33	27.25	28.21	29.19	30.22
POLICE SERGEANT	Annual	69,142	70,179	71,582	73,372	75,573	78,218					
	Monthly	5,761.80	5,848.23	5,965.19	6,114.32	6,297.75	6,518.17					
CONFIDENTIAL	Hourly	33.24	33.74	34.41	35.27	36.33	37.60					
CODE ENFORCEMENT/ANIMAL CONTROL OFFICER	Annual	34,162	34,675	35,368	36,253	37,340	38,647					
	Monthly	2,846.87	2,889.57	2,947.36	3,021.04	3,111.67	3,220.58					
EXEMPT/CONFIDENTIAL	Hourly	16.42	16.67	17.00	17.43	17.95	18.58					
POLICE OFFICE MANAGER	Annual	31,451	31,923	32,562	33,376	34,377	35,580					
	Monthly	2,620.94	2,660.25	2,713.46	2,781.30	2,864.73	2,965.00					
CONFIDENTIAL	Hourly	15.12	15.35	15.65	16.05	16.53	17.11					
PUBLIC WORKS												
PUBLIC WORKS DIRECTOR	Annual	67,060	68,066	69,427	71,163	73,298	75,863	78,898	82,448	86,570	91,332	96,812
	Monthly	5,588.32	5,672.15	5,785.59	5,930.23	6,108.14	6,321.92	6,574.80	6,870.67	7,214.20	7,610.98	8,067.64
EXEMPT/CONFIDENTIAL	Hourly	32.24	32.72	33.38	34.21	35.24	36.47	37.93	39.64	41.62	43.91	46.54
ASSISTANT PW DIRECTOR	Annual	48,418	49,144	50,127	51,380	52,922	54,774	56,965	59,528	62,505	65,942	69,899
	Monthly	4,034.83	4,095.35	4,177.26	4,281.69	4,410.14	4,564.49	4,747.07	4,960.69	5,208.72	5,495.20	5,824.92
CONFIDENTIAL	Hourly	23.28	23.63	24.10	24.70	25.44	26.33	27.39	28.62	30.05	31.70	33.61
WATER DIV SUPERVISOR	Annual	44,384	45,050	45,951	47,100	48,513	50,211	52,219	54,569	57,298	60,449	64,076
	Monthly	3,698.71	3,754.19	3,829.27	3,925.00	4,042.75	4,184.25	4,351.62	4,547.44	4,774.82	5,037.43	5,339.68
CONFIDENTIAL	Hourly	21.34	21.66	22.09	22.64	23.32	24.14	25.11	26.24	27.55	29.06	30.81
WWTP SUPERVISOR	Annual	43,698	44,353	45,241	46,372	47,763	49,434	51,412	53,725	56,412	59,514	63,085
	Monthly	3,641.50	3,696.12	3,770.04	3,864.29	3,980.22	4,119.53	4,284.31	4,477.10	4,700.96	4,959.51	5,257.08
CONFIDENTIAL	Hourly	21.01	21.32	21.75	22.29	22.96	23.77	24.72	25.83	27.12	28.61	30.33
STREET SUPERVISOR	Annual	42,677	43,317	44,183	45,288	46,647	48,279	50,211	52,470	55,094	58,124	61,611
	Monthly	3,556.42	3,609.76	3,681.96	3,774.01	3,887.23	4,023.28	4,184.21	4,372.50	4,591.13	4,843.64	5,134.26
CONFIDENTIAL	Hourly	20.52	20.83	21.24	21.77	22.43	23.21	24.14	25.23	26.49	27.94	29.62
Public Works Technician V	Annual	50,660	51,420	52,449	53,760	55,373	57,311					
	Monthly	4,221.71	4,285.03	4,370.73	4,480.00	4,614.40	4,775.91					
EXEMPT/CONFIDENTIAL	Hourly	24.36	24.72	25.22	25.85	26.62	27.55					
Public Works Technician IV	Annual	43,478	44,130	45,013	46,138	47,065	48,712					
	Monthly	3,623.15	3,677.50	3,751.05	3,844.83	3,922.06	4,059.33					
EXEMPT/CONFIDENTIAL	Hourly	20.90	21.22	21.64	22.18	22.63	23.42					
Public Works Technician III	Annual	36,954	37,509	38,259	39,215	40,392	41,806					
	Monthly	3,079.54	3,125.73	3,188.25	3,267.95	3,365.99	3,483.80					
EXEMPT/CONFIDENTIAL	Hourly	17.77	18.03	18.39	18.85	19.42	20.10					
Public Works Technician II	Annual	31,410	31,881	32,519	33,332	34,332	35,533					
	Monthly	2,617.49	2,656.75	2,709.89	2,777.63	2,860.96	2,961.09					
EXEMPT/CONFIDENTIAL	Hourly	15.10	15.33	15.63	16.02	16.51	17.08					
Public Works Technician I	Annual	26,697	27,098	27,640	28,331	29,180	30,202					
	Monthly	2,224.76	2,258.13	2,303.30	2,360.88	2,431.71	2,516.82					
EXEMPT/CONFIDENTIAL	Hourly	12.84	13.03	13.29	13.62	14.03	14.52					

All levels are subject to a successful performance evaluation and budgetary limitations.
 After the final level in each category, increases will be COLA only, subject to the December-December annual CPI (Portland) with a 2% floor/4% ceiling.
 Longevity pay is replaced with a ramped pay schedule geared toward employee retention.

RESOLUTION NO. 1622

**A RESOLUTION ESTABLISHING
STORMWATER SYSTEM DEVELOPMENT CHARGES,
INCLUDING SUPPORTIVE METHODOLOGY**

WHEREAS, Oregon Revised Statutes (ORS) Chapter 223 and Tillamook Ordinance 1272 authorize collection of system development charges, and the City has heretofore retained Financial Consulting Solutions Group, Inc. (FCS GROUP) to make recommendations regarding such system development charges; and

WHEREAS, the City Council has determined that new development will be served by such capital improvements and should pay a proportionate share of the cost thereof, as determined by the methodology incorporated herein; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TILLAMOOK,
OREGON, AS FOLLOWS:**

Section 1. IMPROVEMENT PLAN. The City Council hereby adopts, as its improvement plans required by ORS 223.309 and Tillamook Ordinance 1272, the project list contained in Exhibit A – Methodology Report for a Stormwater System Development Charge. Said exhibit defines the cost of projected capital improvements needed to increase the capacity of each system to which the improvement fee is related and lists the estimated cost, time, and percentage of costs eligible to be funded with revenues from the improvement fee for each improvement.

The improvement plan adopted herein may be modified from time to time by resolution of the Council, as provided in Tillamook Ordinance 1272.

Section 2. STORMWATER SYSTEM DEVELOPMENT CHARGES. Effective 30 days from approval of Ordinance 1272, the stormwater system development charges contained in Exhibit A, Section V, Tables 6 and 7, as modified by Section V (C), shall be required.

The stormwater system development charges may be modified by resolution of the City Council after its annual review of the Stormwater System Development Charge Methodology and local economic factors.

Section 3. METHODOLOGY. The methodology for the stormwater system development charges is set forth in Exhibit A, and such methodology is hereby adopted.

Section 4. COLLECTION OF CHARGE. Effective 30 days from approval of Ordinance 1272, the stormwater system development charges are payable to the City of Tillamook as provided in Tillamook Ordinance 1272.

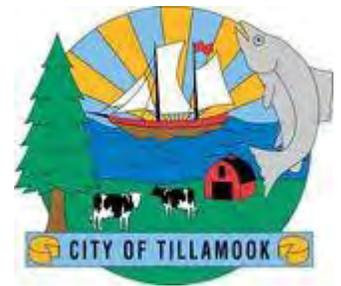
APPROVED by the Tillamook City Council this _____ day of _____, 2012.

Mayor Suzanne Weber

ATTEST:

City Recorder

City of Tillamook, Oregon



Draft Methodology Report for a
Stormwater System
Development Charge

October 8, 2012

FCS GROUP

4380 SW Macadam Ave. Suite 220
Portland, OR 97239
T: 503.841.6543 | F: 503.841.6573

This entire report is made of readily recyclable materials, including the bronze wire binding and the front and back cover, which are made from post-consumer recycled plastic bottles.

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SECTION I: BACKGROUND

This section describes the policy context and project scope upon which the body of this report is based.

A. POLICY

Oregon Revised Statutes (ORS) 223.297 to 223.314 authorize local governments to establish system development charges (SDCs). These are one-time fees on new development, and they are paid at the time of development. SDCs are intended to recover a fair share of the cost of existing and planned facilities that provide capacity to serve future growth.

ORS 223.299 defines two types of SDC:

- A reimbursement fee that is designed to recover “costs associated with capital improvements already construct, or under construction when the fee is established, for which the local government determines that capacity exists”
- An improvement fee that is designed to recover “costs associated with capital improvements to be constructed”

ORS 223.304(1) states, in part, that a reimbursement fee must be based on “the value of unused capacity available to future system users or the cost of existing facilities” and must account for prior contributions by existing users and any gifted or grant-funded facilities. The calculation must “promote the objective of future system users contributing no more than an equitable share to the cost of existing facilities.” **A reimbursement fee may be spent on any capital improvement related to the system for which it is being charged** (whether cash-financed or debt-financed) and on the costs of compliance with Oregon’s SDC law.

ORS 223.304(2) states, in part, that an improvement fee must be calculated to include only the cost of projected capital improvements needed to increase system capacity for future users. In other words, the cost of planned projects that correct existing deficiencies or that do not otherwise increase capacity for future users, may not be included in the improvement fee calculation. **An improvement fee may be spent only on capital improvements (or portions thereof) that increase the capacity of the system** for which it is being charged (whether cash-financed or debt-financed) and on the costs of compliance with Oregon’s SDC law.

B. PROJECT

The City of Tillamook completed a Storm Drainage Master Plan in 2004, with a major update in 2012. As part of the Master Plan Update, the City contracted with FCS GROUP to prepare a Storm Drainage SDC Methodology Report.

We approached this project as a series of three steps:

- **Framework for Charges.** In this step, we worked with City staff and consulting engineer to identify and agree on the approach to be used and the components to be included in the analysis.
- **Technical Analysis.** In this step, we worked with City staff and consulting engineer to isolate the recoverable portion of planned facility costs and calculate draft SDC rates.
- **Draft Methodology Report Preparation.** In this step, we documented the calculation of the draft SDC rates included in this report.

SECTION II: METHODOLOGY

This section provides a non-numeric overview of the calculations that result in SDC rates.

A. REIMBURSEMENT FEE COST BASIS

In order for a reimbursement fee to be collected and calculated, excess (i.e., not currently utilized) capacity must be available to serve future growth. The current estimated value of Tillamook's excess capacity in the stormwater system was based on the actual local City cost of stormwater capacity projects. **The actual cost incurred by the City of Tillamook for capacity-increasing stormwater facilities and related services is the recommended basis of the reimbursement fee.** The eligible reimbursement fee cost basis is determined by adjusting actual capital facility expenditures to reflect the amount of capacity that is available at the time the Tillamook Stormwater SDC methodology report is likely to be adopted (adoption expected during Winter 2012/13).

B. IMPROVEMENT FEE COST BASIS

The improvement fee calculation is based on a specific list of planned capacity-increasing capital improvements. The percentage of each project that is attributable to growth is determined, and the improvement fee-eligible cost is calculated by multiplying the total project cost by the percent that is growth-related. This approach works best where a detailed and up-to-date master plan or project list is available and the benefits of projects can be readily apportioned between growth and current users.

Ideally, the most directly applicable measure of capacity demand should be used as the basis for allocation. The prior *Tillamook Stormwater Master Plan (2004)*, and the current *Tillamook Stormwater Master Plan* update (2012) include a list of stormwater facility improvements that are needed to address local storm drainage issues and future growth needs. The long-range capital improvement project list has been adjusted to account for non-capacity projects and non-local funding sources. **This list of capital projects, and associated growth allocations, is the recommended basis for the improvement fee.**

C. COMPLIANCE COSTS

ORS 223.307(5) authorizes the expenditure of SDCs on "the costs of complying with the provisions of ORS 223.297 to 223.314, including the costs of developing system development charge methodologies and providing an annual accounting of system development charge expenditures." To avoid spending monies for compliance that might otherwise have been spent on growth-related projects, **this methodology report assumes that local City compliance costs will equate to 4.1% of the eligible SDC improvement-related facility costs** (equates to the average compliance fee collected for Oregon jurisdictions per the results of the League of Oregon Cities, SDC Survey, 2010).

D. SUMMARY

In general, SDC rates are calculated by adding the reimbursement fee component, improvement fee component, and compliance cost component. Each component is calculated by dividing the eligible cost by the growth of units of demand. Equivalent Service Units (ESU) typically form the basis for calculating stormwater SDCs and rates. An ESU is intended to represent the amount of impervious surface area (e.g., rooftops, driveways, parking areas, etc.) that is added per typical single family detached dwelling unit. For the City of Tillamook, it is assumed that one single family detached dwelling equates adds an average of 2,500 square feet of impervious surface area, and equates to 1 ESU. For non-residential development, the applicant or City will need to estimate the net increase in impervious surface area and resulting ESUs from the proposed new development.

The methods applied in this report result in a total Tillamook stormwater SDC of \$ 1,268 per ESU, as indicated in **Table 1**.

Section III of this report provides detailed calculations related to growth in demand, which is the denominator in the SDC equation. **Section IV** of this report provides detailed calculations on eligible costs, which is the numerator in the SDC equation.

Table 1 Tillamook Stormwater SDC Summary

Reimbursement Fee		Source Notes	
Net Cost Unused Capacity	\$ 37,568	[1]	
Growth to End of Planning Period	575.0	Equivalent Service Units [2]	
Reimbursement Fee	\$ 65	per ESU	
Improvement Fee			
Capacity Expanding CIP	\$ 662,836	[3]	
Growth to End of Planning Period	575.0	Equivalent Service Units [2]	
Improvement Fee	\$ 1,153	per ESU	
Total System Development Charge			
Reimbursement Fee	\$ 65	per ESU	
Improvement Fee	\$ 1,153	per ESU	
SDC Subtotal	\$ 1,218	per ESU	
plus: Compliance Fee (@4.1%)	\$ 50	per ESU [4]	
Total SDC	\$ 1,268	per ESU	
NOTES			
[1] Based on calculation provided in Table 5.			
[2] One equivalent service unit (ESU) equals 2,500 square feet of impervious surface area. see calculation on Table 2.			
[3] Based on calculation provided in Table 3.			
[4] Based on the average for Oregon jurisdictions that charge compliance fees as part of SDCs; per League of Oregon Cities, SDC Survey, 2010.			

SECTION III: GROWTH CALCULATION

This section provides detailed calculations related to growth in demand, which is the denominator in the SDC equation.

A. RELEVANT TYPES OF GROWTH

The potential Tillamook stormwater SDCs would be based on projected “equivalent service units” or ESUs. ESUs are intended to represent the amount of impervious surface area (e.g., rooftops, driveways, parking areas, etc.) that are added per typical single family detached dwelling unit. It is assumed that one single family detached dwelling equates adds an average of 2,500 square feet of impervious surface area, and equates to one ESU.

This stormwater SDC methodology includes calculations that identify existing and future projected ESUs in the City of Tillamook. To calculate existing ESUs, data regarding residential dwelling unit distributions was obtained from the *U.S. Census, American Community Survey (2006-2010)* estimates for the City of Tillamook. Additional local data were applied to understand the ratio between residential and non-residential (private) developed land area, using assumptions set forth in the *Tillamook Comprehensive Plan (2012)*. **Table 2** indicates that there are an estimated 2,248 dwelling units in the City of Tillamook, which equates to approximately 1,387.1 ESUs.

Table 2 Residential ESUs in City of Tillamook, Existing Conditions

a	b	c	d	e	f	g
Housing Type	Percent Allocation	Total Dwelling Units	Avg. Housing Units Per acre	Dwellings Per ESU Conversion Factors	Avg. Impervious SF Per DU	Existing Residential ESUs (d/f)
1 Family, Detached	50.6%	1,137	5.5	1	2,500	1,137.5
1 Family, Attached	4.5%	101	14	2.5	982	39.7
Mobile Home	3.5%	79	16	2.9	859	27.0
Multifamily	41.4%	931	28	5.1	491	182.8
Total	100.0%	2,248				1,387.1

Source: derived from current Census estimates for City of Tillamook and land use density assumptions.

The *Tillamook Comprehensive Plan (2012)* indicates that approximately 65% of the developed land area in Tillamook is residential and 35% is non-residential. Therefore, it is assumed that there are 2,134 total ESUs in the City of Tillamook, of which 1,387.1 are residential and 746.9 are non-residential ESUs, as indicated in **Table 3**.

B. GROWTH IN EQUIVALENT SERVICE UNITS

Having established the relevance of residential ESUs, we now quantify expected growth rates.

B.1 Expected Growth Levels

Based on the current projected population growth projections contained in the *Tillamook Comprehensive Plan (2012)*, ESUs in Tillamook are projected to increase by 575 over the next 20 years, as shown in **Table 3**. The rate of increase in ESUs assumes development occurs within the Tillamook Urban Growth Boundary (UGB), and equates to 1.2% annually (average growth rate) over the forecast period.

B.2 Calculating the Growth Share

The share of future stormwater facilities that are planned for capacity upgrades to serve future growth needs is determined to be 21%, as shown in **Table 3**.

Table 3 Existing and Projected ESUs in City of Tillamook

Current and future development was estimated in the following manner:	
Estimate of Current Development within Service Area	
Residential Stormwater ESUs [1]:	1,387.1
Est. Residential Share of Stormwater ESUs [2]	65%
Est. Non-Residential Share of Stormwater ESUs [2]	35%
Current Stormwater ESUs within City:	2,134.0
Estimate of Future Development within Service Area	
Forecasted Avg. Annual Growth Rate [3]:	1.20%
Study Period (Years) [3]:	20
Future Stormwater ESUs within City:	2,708.9
Growth in Stormwater ESUs:	575.0
ESU Growth Share (Growth share of Future ESUs)	21%
<i>Notes:</i>	
[1] Derived from current Census estimates for households in the City of Tillamook (see Appendix A). One equivalent service unit (ESU) equals 2,500 square feet of impervious surface area.	
[2] Source: allocation of residential and non-residential ESUs are derived from the City of Tillamook Land Use acre estimates, included in Tillamook Comprehensive Plan, Draft 2012.	
[3] Source: growth rate based on population growth forecast per Tillamook Comprehensive Plan, 2012.	

SECTION IV: COST CALCULATION

This section provides detailed calculations on eligible costs, which is the numerator in the SDC equation.

A. REIMBURSEMENT FEE

The eligible reimbursement cost basis is based on completed local stormwater facilities that are deemed to have excess capacity at the time the Tillamook stormwater SDC is adopted. This includes projects now under construction. As indicated in **Table 4**, the reimbursement fee cost basis amounts to \$37,568. The reimbursement fee reflected previously in Table 1, equates to \$65/ESU. This is determined by dividing the reimbursement fee cost basis (\$37,568) by the projected increase in ESUs (575) that are expected to occur in Tillamook over the next 20 years.

Table 4 Tillamook Stormwater Reimbursement SDC Cost Basis

Project Description (1)	Original Project Cost (1)	% Capacity Remaining (2)	% City Cost Share (3)	Unused Capacity Value
Phase 1 3rd Street Marolf Loop-WR Loop project	\$577,600	25%	10.625%	\$15,343
SW Master Plan & SDC Work Activities	\$22,225	n/a	100%	\$22,225
Total	\$22,225			\$22,225
Less: Stormwater Utility Revenue Funding				\$0
Less: Other/Revenues or Contributions				\$0
Total Reimbursement SDC Fee-Eligible Costs				\$37,568
NOTES				
(1)	Reflects storm drainage portion of projects are currently under construction or in process.			
(2)	Additional capacity serves only future development. Source: NW Engineers estimates.			
(3)	City estimates.			

B. IMPROVEMENT FEE

The projects listed in the long-range stormwater capital improvement plan that are eligible for SDC funding can only to the extent that the projects will benefit future users (rather than cure an existing deficiency). As indicated in **Table 5**, the total capital cost for the long range stormwater facility projects and related service/planning costs equates to \$2,484,813, and the total improvement fee-eligible share of local stormwater facilities is \$662,836.

To calculate the improvement fee by unit of development, the following calculations were made.

$$\begin{array}{ccccccc}
 \text{Fee-Eligible} & & \text{Increase In} & & \text{Fee-Eligible Cost} \\
 \text{Cost} & \div & \text{ESUs} & = & \text{Per ESU}
 \end{array}$$

The stormwater improvement fee-eligible cost per ESU is summarized previously in Table 1. To calculate the improvement fee, the eligible cost (\$662,836) is divided by the future increase in ESUs

(575) to obtain the improvement fee of \$1,153 per ESU. Please note that all of the projects listed below in Table 5 are located within the existing Tillamook city limits, with the exception of “project 3” and “project f” which are located in or adjacent to the Tillamook Urban Growth Boundary. The city/county Intergovernmental Agreement (IGA) may need to be revised for the county to collect the proposed stormwater SDCs in UGB areas that have not yet been annexed into the city.

Table 5 Tillamook Stormwater Improvement Projects and Capital Facility Costs

Proj. #	Project Description (1)	Project Cost (1)	% Capacity Increasing (2)	SDC Eligible Cost
1	Phase 2 3rd Street Marolf Loop-WR Loop project	\$258,800	50.0%	\$129,400
2	Dept. of Forestry to WR Loop Int. project	\$242,850	25.0%	\$60,713
3	3rd St./Schild Rd. project (3)	\$286,275	25.0%	\$71,569
4	Brookfield Line-Marolf Loop to Brookfield Meadow	\$668,550	25.0%	\$167,138
5	Brookfield Storm Sewer	\$65,400	21.2%	\$13,881
6	Marolf Loop Ditch Rehabilitation	\$88,500	21.2%	\$18,784
a	Lower Williams Ave. Sewer Replacement	\$276,938	21.2%	\$58,779
b	Birch Ave. Outfall project	\$9,000	21.2%	\$1,910
c	Front/Elm Sewer Replacement	\$173,250	21.2%	\$36,772
d	Miller Ave./Holden Creek Culvert Replacement	\$250,000	21.2%	\$53,062
e	8th St. @ Laurel Sewer project	\$95,250	21.2%	\$20,217
f	Fred Meyer Area Ditch project (3)	\$50,000	21.2%	\$10,612
	Future SW Master Plan & SDC Update	\$20,000	100.0%	\$20,000
Total		\$2,484,813		\$662,836
	plus: SDC Credits Outstanding			n/a
	less: Ending Improvement SDC Fund Balance			n/a
	Total Improvement Fee-Eligible Costs			\$662,836
NOTES				
(1)	Projects 1-6 are from the Tillamook SWMP = Storm Drainage Master Plan Update, May 2012, by NW Engineers. Note, all projects, unless otherwise noted, are located within Tillamook city limits.			
	Projects a-f are from the Tillamook 2004 SWMP.			
(2)	Additional capacity serves only future development. Source: NW Engineers estimates; or growth share calculations (whichever is greatest).			
(3)	These projects are located outside existing Tillamook city limits, within or adjacent to the UGB.			

C. COMPLIANCE FEE

The Stormwater compliance fee is calculated based on a fixed percentage of the SDC eligible costs for the improvement and reimbursement fee elements. As indicated previously in Table 1, the compliance fee is assumed to equate to 4.1% of the combined improvement SDC (\$1,153) and the reimbursement fee (\$65), and equates to \$50 per ESU.

SECTION V: SUMMARY

This section provides a detailed calculation of the residential and non-residential SDCs.

A. SDC COST PER UNIT OF DEVELOPMENT

Table 6 displays the total Stormwater SDC cost per ESU, including the reimbursement fee, improvement fee and compliance fee components.

Table 6
Tillamook Stormwater SDC Cost Per Unit of Development

Reimbursement Fee		Source Notes	
Net Cost Unused Capacity	\$ 37,568	[1]	
Growth to End of Planning Period	575.0	Equivalent Service Units [2]	
Reimbursement Fee	\$ 65	per ESU	
Improvement Fee			
Capacity Expanding CIP	\$ 662,836	[3]	
Growth to End of Planning Period	575.0	Equivalent Service Units [2]	
Improvement Fee	\$ 1,153	per ESU	
Total System Development Charge			
Reimbursement Fee	\$ 65	per ESU	
Improvement Fee	<u>\$ 1,153</u>	per ESU	
SDC Subtotal	\$ 1,218	per ESU	
plus: Compliance Fee (@4.1%)	<u>\$ 50</u>	per ESU [4]	
Total SDC	\$ 1,268	per ESU	

NOTES		
[1]	Based on calculation provided in Table 5.	
[2]	One equivalent service unit (ESU) equals 2,500 square feet of impervious surface area. see calculation on Table 2.	
[3]	Based on calculation provided in Table 3.	
[4]	Based on the average for Oregon jurisdictions that charge compliance fees as part of SDCs; per League of Oregon Cities, SDC Survey, 2010.	

B. CREDITS, EXEMPTIONS AND DISCOUNTS

The Tillamook SDC administrative procedures will need to establish local policies for issuing credits and exemptions, annual adjustments, and other administrative procedures.

(1) Credits

A credit is a reduction in the amount of the SDC for a specific development. The Oregon SDC Act requires that credit be allowed for the construction of a "qualified public improvement" which (1) is required as a condition of development approval, (2) is identified in the City's capital improvements program, and (3) either is not located on or contiguous to property that is the subject of development approval, or is located on or contiguous to such property and is required to be built larger or with greater capacity than is necessary for the particular development project.

The credit for a qualified public improvement may only be applied against an SDC for the same type of improvement (e.g., a stormwater improvement can only be used for a credit for a future stormwater SDC), and must be granted only for the cost of that portion of an improvement which exceeds the minimum standard facility size or capacity needed to serve the particular project up to the amount of the improvement fee. For multi-phase projects, any excess credit may be applied against SDCs that accrue in subsequent phases of the original development project.

In addition to these required credits, the City may, if it so chooses, provide a greater credit, establish a system providing for the transferability of credits, provide a credit for a capital improvement not identified in the City's SDC Capital Improvements Plan, or provide a share of the cost of an improvement by other means (i.e., partnerships, other City revenues, etc.).

(2) Exemptions

The City may "exempt" specific classes of development (i.e., minor additions, etc.) from the requirement to pay stormwater SDCs.

(3) Discounts

The City may "discount" the amount of the SDC by reducing the portion of growth-required improvements to be funded with SDCs. Alternatively, the City may decide to charge only a percentage (i.e., 50%, 75%, etc.) of the SDC rates required to fund identified growth-related facility costs. Because discounts reduce SDC revenues, they increase the amounts that must come from other sources, such as general fund contributions in order for the City to maintain levels of service.

C. INDEXING

Oregon law (ORS 223.304) also allows for the periodic indexing of system development charges for inflation, as long as the index used is:

- “(A) A relevant measurement of the average change in prices or costs over an identified time period for materials, labor, real property or a combination of the three;
- (B) Published by a recognized organization or agency that produces the index or data source for reasons that are independent of the system development charge methodology; and
- (C) Incorporated as part of the established methodology or identified and adopted in a separate ordinance, resolution or order.”

We recommend that the City of Tillamook index its charges to the **Engineering News Record (ENR) Construction Cost Index (CCI)** for the City of Seattle, and adjust the charges annually as per that index. There is no comparable Oregon-specific index.

D. SUMMARY AND COMPARISON

Table 7 summarizes SDC calculations for prototypical residential and non-residential development types. The analysis assumes an average of 2,500 SF of impervious surface area per single family dwelling unit, and estimates of impervious surface area for non-residential development types based on typical development density and impervious service area estimates for a new single family home, multifamily apartment building (24 units), commercial/office building (two levels with 8,000 total square feet of floor area), and an industrial building (one level with 15,000 square feet of floor area).

Table 7 Current and New Stormwater SDCs in Tillamook

Development Type	Current StormwaterSDC	Estimated New Stormwater SDC *
Residential: Single family per Dwelling Unit (1 dwelling unit)	NA	\$1,268
Residential: Multifamily Development (based on 24 unit apartment building = 8.25+/- ESUs)	NA	\$10,461
Commercial/Office building (based on 8,000 SF two-level building with surface parking = 7+/- ESUs)	NA	\$8,876
Industrial Building (based on 15,000 SF 1-level building with surface parking = assumes 12+/- ESUs)	NA	\$15,216

* Based upon ESU conversion factors shown in Table 2 of this report. NA = not applicable.

Table 8 provides a relative comparison among various Oregon jurisdictions for all types of SDCs. As indicated in the table, Tillamook’s potential SDC (with the new potential stormwater SDC) would still place it among the lowest in Oregon among jurisdictions that charge SDCs.

Table 8 Comparison of SDCs: Selected Oregon Jurisdictions (per single family dwelling)

Jurisdiction	Water	Waste-water	Storm-water	Parks	Trans- portation	TOTAL SDCs
Ashland	\$5,208	\$1,614	\$490	\$1,041	\$2,044	\$10,397
Bend	\$4,520	\$2,840	NA	NA	\$4,500	\$11,860
Brookings	\$1,902	\$8,591	\$837	\$1,378	\$1,209	\$13,917
Hood River	\$3,883	\$1,508	\$650	\$2,458	\$705	\$9,204
Madras	\$771	\$4,634	\$193	\$1,639	\$3,240	\$10,477
Sisters	\$2,053	\$2,968	NA	\$613	\$1,016	\$6,650
Stayton	\$2,485	\$3,538	NA	\$2,284	\$2,562	\$10,869
The Dalles	\$2,317	\$1,789	\$342	NA	\$1,500	\$5,948
Tillamook - existing	\$3,149	\$1,225	NA	NA	NA	\$4,374
Tillamook - potential	\$3,149	\$1,225	\$1,268	NA	NA	\$5,642
Troutdale	\$1,345	\$4,495	\$920	\$7,237	\$730	\$14,727
West Linn	\$5,803	\$2,855	\$994	\$8,712	\$6,524	\$24,888

Source: League of Oregon Cities, SDC Survey, Fall 2010. NA = not applicable.

¹ The SDC s shown in this table do not reflect other potential local or regional construction excise taxes or permit fees.

² Also reflects compliance fees for areas that charge them.

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Monthly Report to Mayor and Council

Police Department

November 2012

- Kurt Vanderhoff graduated and has started FTEP and is doing well. James Harrell is now out on his own. This puts us at 8 sworn on staff.
- We are working with a representative of Ecology and Environment, Inc, to look at updating our Incident response Plan for the City. We have a draft but have not yet had time to review it.
- We are finishing up our annual training. We had all staff in for training with the county covering but were interrupted with weather issues and the bomb threat at the courthouse. We will finish this training in December. We will be having training in December for all staff on handling emergencies and fires with electric vehicles. This is being put on by the Fire Department. There are special concerns with these types of vehicles.
- Because of the additional rise in the river levels with the heavy rain on 11/19/12 we activated our North Main Reverse 911 system that we just updated. There were 231 numbers attempted and of that 226 were successful. For text messaging there were 66 attempts and 57 were successful. This was a very good effort and success number for the weather advisory.
- Other things we are working on include updating our Policy and Procedures, updating inventory, reviewing school projects to include Every 15 Minutes, and reviewing ordinances that we use. We plan to support the Every 15 Minutes program in 2013 with the Sheriff's Department.
- We just received the rough codification of ordinances and CRA Brenda Bower and I will make every effort to review this as soon as possible.
- Cadets again helped at Fred Meyer with shopping carts for the Black Friday Event. This went well. Fred Meyer is a huge supporter of our Shop with a Cop Program. The Shop with a Cop Program will be December 15th this year. We also sent out letters to local businesses and we are getting a great response. We have also been working on the lights and other needs for the Holiday Lighting on 12/1/12. We will also be helping with the Toy Drive at Fred Meyer. On 12/13/12 we will be doing a fund raising event for Shop with a Cop at Denny's.
- We have been very busy with several major investigations, to include the recent attempted robbery at Wells Fargo, a severe child abuse and finishing up a Child Pornography case with arrest. In reviewing arrests for adults and juveniles for this and last year, there were 330 arrests in 2011 and there have been 425 for 2012. In 2011 we had 11 DUII arrests and in 2012 for the same period we have had 30. Last year for this period we had 173 child abuse referrals and investigations, this year for the same period we have had 241. Last year to 11/24/11 there were 8,034 activity numbers issued. This year for the same period there have been 8,582. I have attached arrest reports for last year and this year to date.

Adult and Juvenile Arrest Charge Summary

Print Date/Time: 11/24/2012 15:36
 Login ID: twright

From Date: 01/01/2011 00:00
 To Date: 11/24/2011 23:59
 Officer: All

Tillamook City Police Department
 ORI Number: OR0290400
 Ordered By: NumberOfArrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
166.065 [A]	045 Harassment	51	43
166.025 (B)	240 Disorderly Conduct 2	26	26
133.220 [M]	550 Warrant - Other Agency Misd	25	25
471.430	221 Minor in Possession - Alcoholic Liquor	19	19
164.043 (C)	063 Theft III - Shoplifting	15	15
164.045 (C)	063 Theft II - Shoplifting	13	12
133.220 [F]	550 Warrant - Other Agency - Fel.	12	12
813.010	210 Driving Under the Influence - Misdemeanor	11	11
164.045 (I)	069 Theft II - All Other Larceny	10	10
164.055 (I)	069 Theft I - All Other Larceny	10	10
164.245 (A)	261 Criminal Trespass II	9	9
164.215 (A)	052 Burglary II - Business	8	8
164.043 (I)	069 Theft III - All Other Larceny	7	7
164.354 (A)	140 Criminal Mischief II - Vandalism	7	7
419B.150	290 Runaway Juvenile	6	6
135.290	269 Violate Release Agreement	5	5
164.345 (A)	141 Criminal Mischief III - Crime Damage	5	5
164.354 (A)	141 Criminal Mischief II - Crime Damage	5	5
164.345 (C)	140 Criminal Mischief III - Vandalism	5	5
164.365 (A)	140 Criminal Mischief I - Vandalism	4	4
167.400	269 Minor in Possession - Tobacco Products	4	4
163.187	043 Strangulation	4	4
475.864 (C)	180 Drugs - Unlawful Possession of Marijuana < 1 Oz	4	4
155 (14)	221 MIP - Tobacco	4	4
164.135 (A)	071 UUMV - Motor Vehicle	4	4
162.315 (C)	240 Resisting Arrest - Disorderly Conduct	6	4
163.195 [A]	240 Reckless Endangering Another Person	4	4
137.545 (A)	269 Probation Violation	4	4
164.055 (C)	063 Theft I - Shoplifting	3	3
163.160 (B)	043 Assault IV - Simple Misdemeanor	3	3
475.912	180 Drugs - DCS - Imitation Control Substance	2	2
811.700	391 Hit And Run Accident - Property Damage	2	2
163.190	045 Menacing	2	2
164.345 (B)	240 Criminal Mischief III - Disorderly Conduct	2	2
164.225	051 Burglary I	2	2
475.894	180 Drugs - Unlawful Possession Methamphetamine	2	2
475.864 (A)	180 Drugs - Unlawful Possession of Marijuana	2	2
144.106	269 Post Prison Sanction	2	2
426.460	512 Detox	2	2
165.572	240 Interfere w/Making A Police Report	2	2
137.545 (B)	269 Probation Violation - Misdemeanor	2	2
164.272	269 Unlawful Entry Vehicle	2	2
164.045 (E)	065 Theft II - of MV Parts/Accessories	1	1
133.310	269 Restraining Order Violation - (Specify Offense)	1	1
135.250 (A)	550 Violate Release Agreement - Warrant	1	1
181.599 (F)	269 Sex Offender - Felon - Fail to Register	1	1
164.125 (B)	116 Theft of Services - (\$50 - \$750)	1	1
181.599 (M)	269 Sex Offender - Misd - Fail to Register	1	1
811.140	393 Reckless Driving	1	1
137.545 (C)	269 Probation Violation - Felony	1	1
163.225 (A)	251 Kidnapping II - Add Crim Purpose	1	1
164.055 (G)	067 Theft I - from Building	1	1
164.055 (A)	061 Theft I - Pickpocket	1	1

Adult and Juvenile Arrest Charge Summary

Print Date/Time: 11/24/2012 15:36
Login ID: twright

From Date: 01/01/2011 00:00
To Date: 11/24/2011 23:59
Officer: All

Tillamook City Police Department
ORI Number: OR0290400
Ordered By: NumberOfArrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
162.145	262 Escape III	1	1
475.999 (B)	180 Drugs - DCS less 5g Marijuana - 1000 ft School	1	1
475.992 (4) (B)	180 Drugs - PCS Schedule II Substance	1	1
166.023	240 Disorderly Conduct 1	1	1
471.410 [A]	229 Furnishing / Allowing Consume on Property (Viol)	1	1
133.310 [A]	520 Probable Cause Arrest	1	1
1206 Sect 8	Ord Nuisance - Noise	1	1
475.864 (B)	180 Drugs - Unlawfully Possess Marijuana < 1 Oz, 1000' School	1	1
164.255 (A)	261 Criminal Trespass I	1	1
162.375 (B)	269 Initiate False Report - Other	1	1
426.215	513 Mental Hold by Peace Officer	1	1
164.365 (B)	141 Criminal Mischief I - Crime Damage	1	1
163.208	043 Assault of Public Safety Officer	1	1
Totals:		341	330

Adult and Juvenile Arrest Charge Summary

Print Date/Time: 11/24/2012 15:37
 Login ID: twright

From Date: 01/01/2012 00:00
 To Date: 11/24/2012 23:59
 Officer: All

Tillamook City Police Department
 ORI Number: OR0290400
 Ordered By: NumberOfArrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
166.065 [A]	045 Harassment	86	56
471.430	221 Minor in Possession - Alcoholic Liquor	34	34
813.010	210 Driving Under the Influence - Misdemeanor	30	30
133.220 [M]	550 Warrant - Other Agency Misd	26	25
166.025 (B)	240 Disorderly Conduct 2	19	19
133.220 [F]	550 Warrant - Other Agency - Fel.	16	16
164.043 (C)	063 Theft III - Shoplifting	14	14
164.045 (I)	069 Theft II - All Other Larceny	13	13
164.255 (A)	261 Criminal Trespass I	9	9
164.245 (A)	261 Criminal Trespass II	9	9
163.195 [A]	240 Reckless Endangering Another Person	10	8
162.315 (C)	240 Resisting Arrest - Disorderly Conduct	10	8
419C.680	280 Curfew Violation	8	8
166.023	240 Disorderly Conduct 1	8	8
164.043 (I)	069 Theft III - All Other Larceny	8	8
155 (14)	221 MIP - Tobacco	8	8
164.365 (A)	140 Criminal Mischief I - Vandalism	7	7
419B.150	290 Runaway Juvenile	7	7
137.545 (A)	269 Probation Violation	7	7
811.700	391 Hit And Run Accident - Property Damage	6	6
475.864 (A)	180 Drugs - Unlawful Possession of Marijuana	5	5
475.864 (C)	180 Drugs - Unlawful Possession of Marijuana < 1 Oz	5	5
133.310	269 Restraining Order Violation - (Specify Offense)	5	5
162.247	240 Interfere W/Police Officer	5	5
164.345 (C)	140 Criminal Mischief III - Vandalism	5	5
471.410	225 Furnish/Give Liquor to Minor/Intox Person	4	4
164.345 (A)	141 Criminal Mischief III - Crime Damage	5	4
167.400	269 Minor in Possession - Tobacco Products	4	4
164.225	051 Burglary I	4	4
137.545 (C)	269 Probation Violation - Felony	4	4
163.190	045 Menacing	4	4
163.160 (B)	043 Assault IV - Simple Misdemeanor	3	3
162.145	262 Escape III	3	3
475.864 (B)	180 Drugs - Unlawfully Possess Marijuana < 1 Oz, 1000' School	3	3
475.894	180 Drugs - Unlawful Possession Methamphetamine	3	3
475.862	180 Drugs - Unlawful Delivery of Marijuana 1000' School	3	3
475.854	180 Drugs - Unlawful Possession of Heroin	3	3
144.106	269 Post Prison Sanction	3	3
475.992 (4) (B)	180 Drugs - PCS Schedule II Substance	3	3
135.290	269 Violate Release Agreement	3	3
137.545 (B)	269 Probation Violation - Misdemeanor	2	2
164.045 (G)	067 Theft II - from Building	2	2
164.055 (I)	069 Theft I - All Other Larceny	2	2
475.840	180 Drugs - Misc Poss/Del/Man - Schedule 1 & 2	3	2
163.165 [B]	043 Assault III - Simple Assault	2	2
164.775	268 Deposit Trash Within 100 Yards of Water	2	2
164.045 (C)	063 Theft II - Shoplifting	2	2
164.135 (A)	071 UUMV - Motor Vehicle	3	2
807.010	Traf No ODL, Violation of License Restrictions	1	1
164.043 (G)	067 Theft III - from Building	1	1
811.135	Traf Careless Driving	1	1
164.272	269 Unlawful Entry Vehicle	2	1
475.992 (4) (D)	180 Drugs - PCS Schedule IV Substance	1	1

Adult and Juvenile Arrest Charge Summary

Print Date/Time: 11/24/2012 15:37
Login ID: twright

From Date: 01/01/2012 00:00
To Date: 11/24/2012 23:59
Officer: All

Tillamook City Police Department
ORI Number: OR0290400
Ordered By: NumberOfArrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
475.992 (4) (E)	180 Drugs - PCS Schedule V Substance	1	1
163.160 (A)	041 Assault IV - Weapon/Aggravated	1	1
475.906 (4)	180 Drugs - DCS to Minor Schedule V	1	1
475.992 (2)(B)	180 Drugs - DCS Marijuana Less Than 1 Ounce	1	1
165.800	11C Identity Theft	1	1
164.354 (A)	140 Criminal Mischief II - Vandalism	1	1
164.354 (A)	141 Criminal Mischief II - Crime Damage	1	1
165.570	269 Improper Use of 911	1	1
165.055 (M)	114 Fraud Use of Credit (-\$1000)	3	1
164.345 (B)	240 Criminal Mischief III - Disorderly Conduct	1	1
475.992 (4) (C)	180 Drugs - PCS Schedule III Substance	1	1
475.992 (C)	180 Drugs - PCS less 1 oz. Marij - 1000' of School	1	1
475.890	180 Drugs - Unlawful Delivery Methamphetamine	1	1
163.405 (B)	177 Sodomy I - Forcible Sodomy	4	1
164.045 (J)	115 Theft II - by Deception/False Pretenses	1	1
164.045 (B)	062 Theft II - Purse Snatching	1	1
181.599 (F)	269 Sex Offender - Felon - Fail to Register	1	1
163.415	173 Sex Abuse III	1	1
163.375 (A)	020 Rape I - Forcible Rape	6	1
164.043 (M)	069 Theft III - Lost of Mislaid Property	1	1
164.043 (A)	061 Theft III - Pickpocket	1	1
165.572	240 Interfere w/Making A Police Report	1	1
166.240	152 Carry Concealed Weapon	1	1
811.140	393 Reckless Driving	1	1
163.427	173 Sex Abuse I	1	1
166.065 [B]	179 Harassment - Sexual	3	1
164.243	261 Criminal Trespass II - By a Guest	3	1
166.065 [C]	045 Harassment - Telephonic	1	1
Totals:		478	425

City of Tillamook
210 Laurel Ave.
Tillamook, OR 97141



Memo

To: Paul Wyntergreen, City Manager
From: Arley Sullivan, Public Works Director *AS*
Date: 29 November 2012
Re: Director's Report for November 2012

- The crew flow tested the Tillamook-Bay City waterline intertie and it went very well. The flow was at the maximum for an 8" line. A representative of TCCA contacted us to see how things went and was well pleased with our report.
- We had a meeting at Fawcett Creek fish ladder and diversion with representatives from ODFW, TEP, OWEB and other funding agencies that helped make the project possible. All were well pleased at seeing the finished product and how well the system works, especially during storm events. We were all very happy to see "many" salmon in the channel adjacent to the diversion screens and above the fish ladder. There is no doubt the project was a success and a win-win for all stake holders. It appears the Fawcett Creek diversion will be a very low maintenance structure.
- I have started the search for a company that does tennis and basketball court resurfacing in preparation for the 9th Street Park Rehabilitation Project. I will be working closely with Terra Wilcoxson on the design and layout of the project.
- The TCGH (Hospital) Project is well underway. The offsite waterline work is finished and street repair paving is complete. The hospital's contractor and City staff have partnered well to get the work done in a timely manner. The effort made it possible to do an upgrade to our existing water main loop from Birch Ave. to First St. We supplied the material and the contractor did the work. Our crew did an on-site emergency repair for the hospital waterline in the spirit of cooperation. It is so good to see cooperation between entities.

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: Honorable Mayor and City Council Members

From: David Mattison, City Planner 

Date: November 28, 2012

Re: November 2012 Monthly Report City Planning Department

◆ **Building/Zoning Permits issued:**

- ▶ New Awning at 206 Main Avenue.

◆ **Sign Permits issued:**

- ▶ Temporary Sign at 1100 Third Street (Adventist Health)

◆ **Special Projects:**

- ▶ Parks and Recreation Master Plan – Planning Commission Hearing 11/01/12, 12/06/12,
- ▶ Tree City Recertification,

◆ **Meetings/Correspondence:**

- ▶ Correspondents with Bob Parker ECONW regarding EOA (11/06/12),
- ▶ Meeting with Jan Stewart (11/07/12),
- ▶ Meeting with Terra Wilcoxson (RARE Intern) regarding Parks and Recreation Plan development (11/13/12, 11/29/12),
- ▶ Correspondence with Bob Olson regarding Kona's BBQ Stand (11/08/12, 11/13/12),
- ▶ Meeting with Sheryl Devorre regarding Kona's BBQ Stand (11/20/12, 11/27/12),
- ▶ Correspondence with TPUD/CH2MHill regarding Transmission Line Conditional Use Permit application (11/29/12).

◆ **Upcoming Events:**

- ▶ Planning Commission Hearing
 - Parks and Recreation Master Plan,
 - Kona's BBQ Stand CU-12-02/SP-12-03,
 - Rodeo Steakhouse and Grill Sign Size Variance V-12-02 (12/06/12).

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: City Manager Paul Wyntergreen, Mayor, City Council Members
From: David Mattison,  City Planner
Date: November 28, 2012
Re: City Population Decrease

On November 15, 2012, the City received the Preliminary 2012 Population Estimate. This estimate is sent to the City every year from Portland State University, College of Urban and Public Affairs, Population Research Center.

As of July 1, 2012, the City's preliminary population estimate is **4,880**.

If you recall, last year's (2011) population estimate was 4,905. The 2012 estimate is a drop of 25 people. As presented to me in an email message from Risa Proehl, Population Estimates Program Manager and Research Associate, there are two reasons for the population decrease of 25 from 2011 to 2012:

- 1) A net of three (-3) fewer housing units reported in the 2012 Housing Unit and Population Questionnaire (6 new housing units completed for occupancy in the City between July 2011 and June 2012 and 9 houses demolished in the City between July 2011 and June 2012), which according to the Population Research Center accounts for *7 fewer people in housing units*.
- 2) *Nineteen (19) fewer persons* were reported in the 2012 Housing Unit and Population Questionnaire to be *residing in group quarters facilities* (senior care).

Portland State University, College of Urban and Public Affairs, Population Research Center rounds the total number (26) to the nearest five (5) for a 25 persons difference in this year's estimate.

Accounts Payable

Computer Check Proof List



User: adm
 Printed: 11/19/2012 - 4:51 PM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4517	De Lage Landen Public Finance			Check Sequence: 1	ACH Enabled: No
15783150	Oce 2522-PD 25014782, 11/1-1/30/12	186.68	11/19/2012	010-10-53240	
15783150	Oce 3522-C Hall 25014782, 11/1-1/30/12	179.75	11/19/2012	010-10-53240	
	Check Total:	366.43			
	Total for Check Run:	366.43			
	Total Number of Checks:	1			

Accounts Payable

Computer Check Proof List



User: adm
 Printed: 11/29/2012 - 4:53 PM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0003 11.21.12	AAngels Traffic Control, LLC Emergency flagging 11/19/12 Bomb thrt Check Total:	192.00 192.00	12/03/2012	Check Sequence: 1 010-07-53060	ACH Enabled: No
Vendor:4387 4084	All Starr Signs 7 corrugated Christmas signs 24x18 Check Total:	210.00 210.00	12/03/2012	Check Sequence: 2 070-70-53365	ACH Enabled: No
Vendor:4952 077418	Auto Detail Auto detail/vomit in Mountaineer-PD Check Total:	100.00 100.00	12/03/2012	Check Sequence: 3 010-07-53250	ACH Enabled: No
Vendor:4658 1101	Averill Landscaping Materials Sawdust for biosolids hauling Check Total:	270.00 270.00	12/03/2012	Check Sequence: 4 022-22-53460	ACH Enabled: No
Vendor:4007 679	Body and Sole LLC 100 City TPD patches,6 blk hats-PD Check Total:	393.00 393.00	12/03/2012	Check Sequence: 5 010-07-53410	ACH Enabled: No
Vendor:1087 11.16.12 11.16.2012	Erica Bomar Meal reimb-Bomar/polygraph Mileage reimb-Bomar/polygraph Check Total:	16.08 91.19 107.27	12/03/2012 12/03/2012	Check Sequence: 6 010-07-53400 010-07-53140	ACH Enabled: No
Vendor:4478 Nov '12 Stmt-1 Nov '12 Stmt-2 Nov '12 Stmt-3	CenturyLink Communications, In #313702676(503-842-4155) WWTP #313245010(503-842-7706) 12th St Lift St #314146376(503-842-3060) Filter Plant	175.57 43.50 224.52	12/03/2012 12/03/2012 12/03/2012	Check Sequence: 7 022-22-53420 022-22-53420 021-01-53420	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Nov '12 Stmt-4	#313364492(503-842-2091) Swr Lift Statio	43.63	12/03/2012	022-22-53420	
Nov '12 Stmt-5	#313436814(503-842-2578) Swr Lift St	43.63	12/03/2012	022-22-53420	
Nov '12 Stmt-6	#426065689(503-842-6152) St Shop	167.72	12/03/2012	020-20-53420	
	Check Total:	698.57			
Vendor:4094	City County Ins. Services			Check Sequence: 8	ACH Enabled: No
TIL-I2012-01APD	Auto Physical Damage Ins.Interim Inv.	89.35	12/03/2012	010-10-53160	
TIL-I2012-01APD	Auto Physical Damage Ins.Interim Inv.	100.59	12/03/2012	021-02-53160	
TIL-I2012-01APD	Auto Physical Damage Ins.Interim Inv.	160.20	12/03/2012	022-22-53160	
TIL-I2012-01APD	Auto Physical Damage Ins.Interim Inv.	42.79	12/03/2012	020-20-53160	
	Check Total:	392.93			
Vendor:0004	Coffin Butte Landfill			Check Sequence: 9	ACH Enabled: No
035054 061	Biosolids,enviro fees 11/1to11/15/12	1,339.37	12/03/2012	022-22-53460	
	Check Total:	1,339.37			
Vendor:0002	Davison Auto Parts Inc.			Check Sequence: 10	ACH Enabled: No
939-57510	Trailer ball & ball mount-Wtr utility tr	66.98	12/03/2012	021-03-53252	
939-58045	2 drive belts-WW Div	35.98	12/03/2012	022-22-53210	
	Check Total:	102.96			
Vendor:4892	Cheryl Davy			Check Sequence: 11	ACH Enabled: No
Nov 2012	Council stipend Nov 5 & 19, 2012	50.00	12/03/2012	010-01-53415	
	Check Total:	50.00			
Vendor:0974	Diamond Art Jewelers			Check Sequence: 12	ACH Enabled: No
5366	PD annual awards plaque	75.00	12/03/2012	010-07-53350	
5366.1	Thank you plaque-Christmas lighting	75.00	12/03/2012	070-70-53365	
	Check Total:	150.00			
Vendor:4514	EC Electrical Construction Co.			Check Sequence: 13	ACH Enabled: No
95797	TWAS pump system-WW Div	2,490.93	12/03/2012	022-22-53210	
95802	Huber screw-press-WW Div	276.18	12/03/2012	022-22-53210	
	Check Total:	2,767.11			
Vendor:4752	Steve Forster			Check Sequence: 14	ACH Enabled: No
Nov 2012	Council stipend Nov 5, 2012	25.00	12/03/2012	010-01-53415	
	Check Total:	25.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:6038 Nov 2012	Matthew Harris Council stipend Nov 5 & 19, 2012 Check Total:	50.00 50.00	12/03/2012	Check Sequence: 15 010-01-53415	ACH Enabled: No
Vendor:0198 90599-Cust 4920 91206	Headlight Herald Fall leaf clean-up ad, 11/14/12 Christmas lighting program ad-11/21/12 Check Total:	143.85 87.60 231.45	12/03/2012 12/03/2012	Check Sequence: 16 010-01-53070 070-70-53365	ACH Enabled: No
Vendor:4378 Nov 2012	Doug Henson Council stipend Nov 5 & 19, 2012 Check Total:	50.00 50.00	12/03/2012	Check Sequence: 17 010-01-53415	ACH Enabled: No
Vendor:4231 3459	Jeff Naegeli's Tillamook Plumb 2-4" megalug&flange adptrs,labor-WW Div Check Total:	652.00 652.00	12/03/2012	Check Sequence: 18 022-22-53210	ACH Enabled: No
Vendor:4393 88319 88320	Jordan Ramis, PC, Attys at Law Audit legal services 10/16 thru 11/15/12 WWTP legal services 10/16 thru 11/15/12 Check Total:	264.00 3,057.00 3,321.00	12/03/2012 12/03/2012	Check Sequence: 19 010-01-53060 022-22-53370	ACH Enabled: No
Vendor:4497 22200030268	Les Schwab Warehouse Center Repair flat-Water Div. dump truck Check Total:	36.92 36.92	12/03/2012	Check Sequence: 20 021-03-53252	ACH Enabled: No
Vendor:4472 CL08150 CL08150 CL08150	Marc Nelson Oil Products 01-0006091, Wtr fuel 11/1 - 11/15/12 01-0006091, WWTP fuel 11/1 - 11/15/12 01-0006091, Street fuel 11/1 - 11/15/12 Check Total:	714.97 235.72 514.70 1,465.39	12/03/2012 12/03/2012 12/03/2012	Check Sequence: 21 021-03-53140 022-22-53140 020-20-53140	ACH Enabled: No
Vendor:0958 Nov 2012	Joseph Martin Council stipend Nov 5 & 19, 2012 Check Total:	50.00 50.00	12/03/2012	Check Sequence: 22 010-01-53415	ACH Enabled: No
Vendor:4440 1017.2012 1018.2012	Mary Veek-Kendrick Police Janitorial, Wastewater janitorial	250.00 400.00	12/03/2012 12/03/2012	Check Sequence: 23 010-07-53200 022-22-53210	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	650.00			
Vendor:6003	Oce Imagistics			Check Sequence: 24	ACH Enabled: No
368217	Copies WZB45-CR, 10/18 to 11/18/12	2.70	12/03/2012	010-10-53240	
368218	Copies W3522-Front,10/18 to 11/18/12	402.04	12/03/2012	010-10-53240	
368219	Copies W2522-PD,10/18 to 11/18/12	85.75	12/03/2012	010-10-53240	
	Check Total:	490.49			
Vendor:4081	OfficeMax Incorporated			Check Sequence: 25	ACH Enabled: No
211788	Portion of paper	7.28	12/03/2012	010-01-53270	
211788	Portion of paper	0.34	12/03/2012	020-20-53230	
211788	Portion of paper	0.87	12/03/2012	022-22-53270	
211788	Portion of paper	57.03	12/03/2012	010-05-53270	
211788	Portion of paper	39.92	12/03/2012	010-03-53270	
211788	Lead refill-Tucker	0.86	12/03/2012	010-03-53270	
211788	Portion of paper	3.76	12/03/2012	021-02-53270	
229572	Packing tape & dispensers 4pk	13.34	12/03/2012	010-03-53270	
	Check Total:	123.40			
Vendor:0336	OR Dept of Revenue			Check Sequence: 26	ACH Enabled: No
11.15.12	Hazardous substance possession fee 2012	246.00	12/03/2012	022-22-53290	
	Check Total:	246.00			
Vendor:4915	Oregon Health Authority			Check Sequence: 27	ACH Enabled: No
2013 renew	D-2875, T-2875 FE Cert Renewal-Sullivan	60.00	12/03/2012	021-01-53290	
2013 renewal	T-08063 Cert Renewal-Ressler	40.00	12/03/2012	022-22-53290	
	Check Total:	100.00			
Vendor:4388	Pitney Bowes Reserve Account			Check Sequence: 28	ACH Enabled: No
11.27.12	Prepaid Postage - Machine	1.84	12/03/2012	020-20-53300	
11.27.12	Prepaid Postage - Machine	118.93	12/03/2012	010-07-53300	
11.27.12	Prepaid Postage - Machine	7.20	12/03/2012	022-22-53300	
11.27.12	Prepaid Postage - Machine	1.31	12/03/2012	010-01-53300	
11.27.12	Prepaid Postage - Machine	161.27	12/03/2012	010-03-53300	
11.27.12	Prepaid Postage - Machine	203.56	12/03/2012	021-01-53300	
11.27.12	Prepaid Postage - Machine	5.89	12/03/2012	070-70-52135	
	Check Total:	500.00			
Vendor:4702	Vern Ressler			Check Sequence: 29	ACH Enabled: No
299356	Reimb Flashlight-WW Div/Ressler	36.99	12/03/2012	022-22-53230	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
11.27.2012	Lighting Ceremony ad 11/27/12	90.00	12/03/2012	070-70-53365	
	Check Total:	195.00			
Vendor:0505	Tillamook Motor Company			Check Sequence: 35	ACH Enabled: No
91389	Oil pressure guage sending unit-Tahoe PD	124.55	12/03/2012	010-07-53250	
91633	Lube,oil,filter-PD F250	46.45	12/03/2012	010-07-53250	
91648	Lube,oil,filter-PD E241036	42.95	12/03/2012	010-07-53250	
91945	Vac leak intake manifold,lube,etc-WW GMC	569.98	12/03/2012	022-22-53250	
	Check Total:	783.93			
Vendor:0510	Tillamook PUD			Check Sequence: 36	ACH Enabled: No
Nov '12 stmt-1	12874, 3497 Kephart Rd Well 1	44.06	12/03/2012	021-05-58110	
Nov '12 stmt-10	19915, Lift Station Front Street	69.33	12/03/2012	022-22-53430	
Nov '12 stmt-11	74209, City Lights	2,578.00	12/03/2012	020-20-53430	
Nov '12 stmt-12	20274, 4th & Main-Traffic Lights	48.15	12/03/2012	020-20-53430	
Nov '12 stmt-13	20304, 3rd & Main-Signals	34.38	12/03/2012	020-20-53430	
Nov '12 stmt-14	20306, 3rd & Pacific Signals	32.40	12/03/2012	020-20-53430	
Nov '12 stmt-15	20414, 210 Laurel Ave, City Hall	235.43	12/03/2012	010-10-53430	
Nov '12 stmt-16	20415, 210 Laurel Ave, City Hall	282.56	12/03/2012	010-10-53430	
Nov '12 stmt-17	20432, 1st & Main Avenue	49.39	12/03/2012	020-20-53430	
Nov '12 stmt-18	35062, Marine Park Front Street	25.14	12/03/2012	020-20-53430	
Nov '12 stmt-19	35427, Brookfield Rd Lift Station	96.25	12/03/2012	022-22-53430	
Nov '12 stmt-2	15557, Lift Station 12th & Laurel	637.95	12/03/2012	022-22-53430	
Nov '12 stmt-20	53747, Wilson Rv Lp & Hwy 101 N Sgnl	67.88	12/03/2012	020-20-53430	
Nov '12 stmt-21	65596, 2302 3rd St, Police Station	156.58	12/03/2012	010-07-53420	
Nov '12 stmt-22	75272, 210 Laurel, Transit Cntr	172.39	12/03/2012	010-10-53430	
Nov '12 stmt-23	78075, 845 3rd St, WWTP	4,218.44	12/03/2012	022-22-53430	
Nov '12 stmt-24	6779, 7995 Killam Crk Rd	288.10	12/03/2012	021-04-53430	
Nov '12 stmt-25	85596, 1815 1st, pkg lot	53.50	12/03/2012	020-20-53430	
Nov '12 stmt-26	89053, 4402 3rd St	89.90	12/03/2012	020-20-53430	
Nov '12 stmt-26	89053, 4402 3rd St	89.91	12/03/2012	021-02-53240	
Nov '12 stmt-3	16663, Restrooms Goodspeed Park	46.44	12/03/2012	020-20-53430	
Nov '12 stmt-4	16664, Goodspeed Park	25.27	12/03/2012	020-20-53430	
Nov '12 stmt-5	16709, 4th & Pacific signals	39.45	12/03/2012	020-20-53430	
Nov '12 stmt-6	17498, Meadow Avenue	41.03	12/03/2012	022-22-53430	
Nov '12 stmt-7	17975, 3610 Alder Lane Well #3	3,034.14	12/03/2012	021-05-58130	
Nov '12 stmt-8	17990, 3809 Alder Lane Well #2	1,301.12	12/03/2012	021-05-58120	
Nov '12 stmt-9	18512, 9th Street Park	25.00	12/03/2012	020-20-53430	
	Check Total:	13,782.19			
Vendor:4381	Suzanne Weber			Check Sequence: 37	ACH Enabled: No
Nov 2012	Council stipend Nov 5 & 19, 2012	50.00	12/03/2012	010-01-53415	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	50.00			
	Total for Check Run:	33,269.02			
	Total Number of Checks:	37			