

AGENDA
REGULAR TILLAMOOK CITY COUNCIL MEETING
~ Monday, February 4, 2013 AT 7:00 p.m. ~
TILLAMOOK CITY HALL, 210 LAUREL AVENUE
www.tillamookor.gov

EXECUTIVE SESSION--6:00 P.M.--ORS 192.660(2)(h) Pending Litigation

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS

1. Act in Kindness Day--February 8, 2013
2. Tillamook High School Student Leaders

MINUTES--January 4, 2012

CITIZENS HEARING/AUDIENCE COMMENTS-- Non-Agenda Items

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

NEW BUSINESS

1. Selection of Website Proposal
2. Planning Commission Volunteer Applications & Appointment
3. Planning Commission Member Re-Appointment
4. Set Date for Helmick Hearing
5. Set Dates for Supplemental Budget and Budget Schedule for FY 2013/14
6. Set Hearing for CDBG for Sewer Infrastructure--February 19, 2012 Recommendation
7. Set Dates for Finance and Personnel Committee Meetings

LEGISLATIVE

1. Resolution for Streetscapes Design

COUNCIL CONCERNS – Non-Agenda Items

MONTHLY REPORTS

1. Police Chief
2. City Planner
3. Mayor--Verbal Report

COMMITTEE REPORTS

1. Holden Creek Working Group

CORRESPONDENCE/STAFF COMMUNICATIONS/DISCUSSION

1. Oregon CDBG Notice of Satisfactory Threshold Review
2. Tillamook County Funding Priorities 2014

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 Meetings:

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

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

TURA Board Meeting: Tuesday, February 12, 2013 @ 5:30 p.m.

Regular City Council Meeting: Tuesday, February 19, 2013 @ 7:00 p.m.

City Council Regular Session

1.

Meeting Date: 02/04/2013

Re: Act In Kindness Day

From: Abigail Donowho

Information

Subject:

Act in Kindness Day--February 8, 2013

Background:

The attached document is a County Resolution passed by the Board of County Commissioners to proclaim February 8, 2013 "Act in Kindness Day." Commemorating and encouraging kindness, the day is designated in honor of Wendy and Shelby Mizee who passed away in an accident on February 8, 2011. As the County Seat, the City of Tillamook and Mayor Weber would like to emphasize the City's support of "Act in Kindness Day," and encourage the citizens to participate by committing random acts of kindness on February 8th.

Attachments

Act in Kindness Day

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR TILLAMOOK COUNTY, OREGON

In the Matter of Proclaiming February)
8, 2013 as "Act in Kindness Day" in)
Tillamook County, Oregon)

R E S O L U T I O N

#R-13 - _____

This matter came before the Board of Commissioners for Tillamook County, Oregon, on the 30th day of January, 2013 at the request of Mark Labhart representing the Act in Kindness Project.

The Board, being fully apprized of the representations of the above named person, finds as follows:

1. The Act in Kindness project has been developed to honor the lives of a very special mother and daughter, Wendy and Shelby Mizée, who tragically lost their lives in an automobile accident on February 8, 2011. At the time of the accident Wendy was 33 years old and Shelby was an eight-year-old Third grader at South Prairie Elementary School.
2. This tragic loss greatly impacted our community, especially our elementary school-age children.
3. The goal of the Act in Kindness project is to honor and remember the legacy of kindness Wendy and Shelby shared with so many by doing something nice for others.
4. On February 8, 2013 Act in Kindness cards will be distributed to all Tillamook School District schools and the Tillamook Adventist School. In addition, cards can be picked up at La Tea Da Tearoom and Gift Shop located at 904 Main Street in Tillamook.
5. Anyone can pick up some cards and use them to honor Wendy's and Shelby's memory by spreading kindness throughout our community. The card can be left anonymously or presented to the person after doing something kind for them.

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6. Anyone can participate in the project by simply doing something nice for others with Wendy' and Shelby's loving memory their heart.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

7. The Tillamook County Board of Commissioners proclaims February 8, 2013 as "Act in Kindness Day" in Tillamook County, Oregon and encourages all citizens to join in this project.

DATED this day 30th day of January, 2013.

BOARD OF COMMISSIONERS FOR
TILLAMOOK COUNTY, OREGON

Aye Nay Absent/Abstain

Mark Labhart, Chairperson

_____ _____ _____ / _____

Bill Baertlein, Vice Chairperson

_____ _____ _____ / _____

Tim Josi, Commissioner

_____ _____ _____ / _____

ATTEST: _____
 Tassi O'Neil
 County Clerk

APPROVED AS TO FORM:

BY: _____
 Special Deputy

William K. Sargent, County Counsel

CITY OF TILLAMOOK
City Hall, 210 Laurel Avenue
City Council Meeting Minutes
Monday, January 7, 2013

I. CALL TO ORDER

Mayor Weber called to order the regular meeting of the Tillamook City Council at 7:00 p.m. on Monday, January 7, 2013 in City Hall at 210 Laurel Avenue in Tillamook, Oregon.

II. PLEDGE OF ALLEGIANCE

III. OATH OF OFFICE

City Recorder Donowho administered the oath of office to Councilor Martin, Councilor Davy, and Councilor Sandusky as they were each voted to serve another term in the General Election on November 6, 2012.

IV. 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:

Paul Wyntergreen, City Manager
Abigail Donowho, City Recorder

V. AGENDA

The posted agenda for the meeting of January 7, 2013 is attached and by this reference is made a part of the record.

VI. ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED: None

- a) TBHEID Federal Funding Request Draft (Exhibit A)
- b) January 2013 Meeting Calendar (Exhibit B)

VII. ELECTION OF COUNCIL PRESIDENT

- a) **Mayor Weber opened the floor for nominations for the office of Council President. Councilor Martin nominated Councilor Sandusky for the office of Council President. Councilor Harris seconded the nomination. Mayor Weber called for other nominations. Hearing none, nominations were closed. Councilor Sandusky was elected to the office of Council President by the following roll call vote:**

Councilor Joe Martin	Aye	Councilor Steven Forster	Aye
Councilor Matt Harris	Aye	Councilor John Sandusky	Aye
Councilor Cheryl Davy	Aye	Councilor Doug Henson	Aye

VIII. RATIFICATION OF MAYORAL COMMITTEE APPOINTMENTS

- a) **City Manager Wyntergreen** said that it was only necessary for the Council to formally ratify the TURA Board and Planning Commission Liaison appointments. **Councilor Sandusky moved to approve the Planning Commission Liaison and TURA Board Members as the Mayor proposed. Councilor Davy seconded. Councilor Henson** brought his concern to the Council regarding his time as the Planning Commission Liaison for 2012—that the Council or City Manager should check into the running of the

meetings and a time schedule. He does not want to be the liaison if the meetings will be five hours long. **Wyntergreen** added that he attended the last meeting and has written up some suggestions to streamline the meetings. **Henson** agrees with Wyntergreen that simple changes would expedite the process and make all Committee meetings shorter. **Motion carried unanimously by Council seated. Councilor Martin** clarified that he will continue to sign checks for the City.

IX. MINUTES

The minutes for the Regular City Council meeting of Monday, December 3, 2012 and Special City Council Meeting of Wednesday, December 19, 2012 were included with Council Packets. **Councilor Forster** noted a change necessary in the December 3, 2012 minutes to correct the name of someone who was mentioned. **Councilor Forster moved to approve the minutes of Monday December 3, 2012 as amended, and to approve the minutes of the Special City Council meeting of Wednesday December 19, 2012 as submitted. Councilor Harris seconded. Motion carried unanimously by Council seated.**

X. EMPLOYEE PRESENTATION

Mayor Weber presented an award of appreciation to Public Works Director upon his semi-retirement. He has served 16 years with the Tillamook Water Commission and Public Works Department.

XI. CITIZEN COMMENT-None

XII. PUBLIC HEARING

- a) **OLCC Ownership and Name Change**—**Mayor Weber** announced that Corky's Bar and Grill is changing to Kitty's Food & Spirits and is requesting an OLCC ownership and name change. **She opened the public hearing at 7:16 p.m. City Manager Wyntergreen** explained that required notice has been posted and no adverse information was found on the background check. **Joel and Dana Baker** addressed the Council and said they have taken on the venture of opening the restaurant with separate dining and lounge areas to serve people of all ages. They hope to employ as many as they can. The Bakers have many years of experience in the culinary field. **Councilor Davy** asked about the significance of the name of the establishment. The Bakers had a "Kitty" in their lives many years ago. **City Recorder Donowho** stated that no additional correspondence was received. **Mayor Weber closed the public testimony portion of the hearing at 7:20 p.m.**

XIII. NEW BUSINESS

- a) **OLCC Ownership Name Change**—**Councilor Sandusky moved to approve the OLCC Ownership Name Change for Kitty's Food and Spirits. Councilor Forster seconded. Motion carried unanimously by Council seated. Mayor Weber** wished the Baker's good look in their endeavor.
- b) **Federal Funding Priorities**—**City Manager Wyntergreen** explained that this is the time to make any funding requests to the County to be included in their annual request for federal funding. TBHEID has added a draft of their letter to ask for funding and is asking for support from the City. **Mayor Weber** asked the Council for their thoughts. **Councilor Sandusky** suggested that the Holden Creek Group could qualify for some funding. **Councilor Forster** is in favor of working in partnership with TBHEID but would also like to see some movement at some point with the Holden Creek Group project. **Councilor Henson** posed a question to Public Works Director Sullivan regarding a pond adjacent to the Shilo Inn that should have been maintained by the City. **Sullivan** said he would research the agreements. **Mayor Weber** added that she does not remember the details of any such agreement. **Henson** is concerned that the City has not maintained the pond as it should have. **Mayor Weber** asked Wyntergreen and Sullivan to research the agreement.

Regarding the Federal Funding Priorities, **Wyntergreen** asked who should represent the City. **Mayor Weber** said she would be at the meeting and will support TBHEID's project and present the Holden Creek request to the BOCC. **Forster** asked if Wyntergreen saw any other projects to be elevated to this list.

Wyntergreen responded that the TBHEID and Holden Creek flood issue focus is good. **The Council reached a consensus for the Federal Funding Request.**

- c) **Sole Source Procurement for Bio Solids Hauling**—City Manager Wyntergreen began by introducing the topic of bio solids hauling to the Council. **Public Works Director Sullivan** addressed the Council stating that there is really only one viable source for bio solids hauling for the City. Under the Attorney General’s rules for procurement, Sole Source Purchasing is allowed per the Oregon Revised Statutes. **Sullivan** asked the Council to look at the cost as shown in the exhibit included with the Council packet. The cost to dispose of bio solids within Tillamook County is increasing. Averill Trucking is the only interested local company to transport the bio solids to Coffin Butte. Although the City could transport the bio solids, is both more expedient and cost effective for the City to contract the transportation through Averill. **Councilor Forster** asked about Nestucca Valley and Zwald--whether they are interested in procuring the equipment for this type of hauling. **Sullivan** said that the WWTP Supervisor did the research and he did not question the findings. **Forster** asked about cost differentials. **Councilor Henson** asked where Coffin Butte is. **Sullivan** answered it is near Corvallis. **Wyntergreen** clarified that Coffin Butte is the closest facility that will accept the type of bio solid loads that are coming to them. **Councilor Harris** asked how many trips per week or month are necessary. **Sullivan** explained that the initial testing was with bio solids that had accumulated over a year’s time. He explained that it takes about four hours to ready a load for transportation and another four hours to transport it. He estimated that once a year or quarterly hauling may be necessary. **Wyntergreen** added that the quarterly transport would be the best estimate at this point—it is a new process without hard numbers to work from. **Councilor Martin** asked about a previously explored option of eastern Oregon farmers hauling the bio solids. **Sullivan** explained that was not cost effective. **Councilor Sandusky** asked where the bio solids were being “saved.” **Sullivan** explained it has been recycling through the clarifiers and digester in a reduction process. **Councilor Sandusky moved to approve the sole source contract with Averill as outlined. Councilor Forster seconded. Motion carried unanimously by Council seated.**

XIV. LEGISLATIVE

- a) **Resolution 1623**— City Manager Wyntergreen had asked Public Works Director Sullivan to draft a procurement policy for the City that would simplify the process. The proposed policy keeps within the parameters of the law. **Wyntergreen** explained the policy to the Council and outlined the exceptions, discussed sole source procurements, emergency procurements, and bid requests. Personal service contracts are also covered. Purchases are categorized in a simplified form for the staff to use. **Councilor Sandusky** asked that if something was not covered by the policy if it would be specified in the Attorney General’s rules. **Wyntergreen** said state law would cover everything else. **Councilor Forster** asked about special procurement contracts.

Councilor Forster moved to approve Resolution 1623, a Resolution Implementing a Procurement and Contract Administration Policy for the City of Tillamook, Oregon. Councilor Martin seconded. Motion carried unanimously by Council seated.

XV. COUNCIL CONCERNS

- a) **Councilor Martin** said he has a concern about truck routes—Birch Avenue has been used as a truck route with 20 loads of manure being transported. **Wyntergreen** said he’d check. **Sullivan** clarified the truck routes for the Council and said farm equipment could travel on any street. **Wyntergreen** will confirm.
- b) **Councilor Davy** asked for the hours of operation for City Hall. The temporary early closure on Fridays has concluded and City Hall is open to the public from 8:00 a.m. to 4:00 p.m., Monday through Friday. Staff is at City Hall from 8:00 a.m. to 5:00 p.m. daily.

XVI. MONTHLY REPORTS

- a) **Police Chief**—**Councilor Davy** was very impressed with the numbers for calls this year vs. last year.

- b) **Public Works Director**—Public Works Director Arley Sullivan’s report was included in Council packets. **Sullivan** pointed out that the OR Parks Department approved moving the restroom at the 9th Street Park with the Grant funding. An ADA modification to the side door at City Hall with automatic openers will be implemented soon. He was sorry to report that we did not get the 2013 SCA grant—the numbers were just not there.
- c) **Finance Officer**—**Wyntergreen** talked about the report in the packet and stated that a supplemental budget will come forward in the next month to adjust for grant funds. **Councilor Forster** asked what the excess fees are in General Fund. **Wyntergreen** will get back to the Council with the answer.
- d) **City Manager**—**Wyntergreen** said the draft of the audit has been received, and we will look at dates in February for an explanation. The auditors have been noticed for the RFP process, per the City’s fiscal policies. An RFP for water engineering services will also go out soon. The Planning Commission meeting last week had the hearing for the PUD transmission line proposal, which was approved with some requirements. There is still a 10-day appeal period to commence. In the Parks process: a letter from PUD was received about land use south of their facilities for Holden Creek and Parks improvements. They are agreeable, but would like some land swaps and/or street vacations. These would ultimately impact the Parks Master Plan. The Parks Master Plan will be brought as a workshop at the next Council meeting. The Helmick reimbursement district report has come in, comments are in the process of being made. The item can be scheduled for a hearing soon. The Holden Creek working group does not yet have a meeting scheduled. The City should receive a report from the consultants on the EOA soon. **Wyntergreen** is reviewing a draft with the County and will present it to the Associations Committee in about a month. The Pelican Pub project is moving along, however the rate structure for the plant will be different as the City’s current BOD loading rate for commercial property is set too high. The Farmer’s Market Agreement on TRT Fund is coming along. Chris Kell has some questions on business licenses. **Wyntergreen** and Mayor have been lobbied to conserve the Goodspeed House. Goodwill is opening on January 17th. The CDBG for \$2M was submitted on time. There may be opportunity to expand the grant—but at a minimum the original request looks good so far. FEMA money has come in for Safeway. ODOT interested in closing the access points at the old Safeway site on Highway 101. **Mayor Weber** said someone asked about swapping the access points for Roby’s to build farther north. The Finance Committee needs a meeting soon to discuss parking lots, phone systems, annexations, etc. The Sue H. Elmore grant is being prepared by Terra Wilcoxson and the State Parks Board seems interested. A Rails and Trails meeting will be on January 25th at 9:00 a.m. at the Banks Fire District for progress. **Councilor Forster** asked that **Wyntergreen** push to start on the Tillamook side rather than the Banks side.
- e) **Mayor** – **Mayor Weber** talked about the continuing discussion regarding culmination of projects and the Q-Care program. Local Mayors are meeting on January 16th in Rockaway for road problems. We survived the fiscal cliff! She had the honor of recognizing two important people in the community—Neil Lemery and Annie Schriber as they retired. Schriber should be recognized for all of her senior citizen work with meals on wheels. The Quilt Trail is on the move. This Thursday I the COLPAC meeting in Scappoose. Senator Merkley will be in Pacific City on Friday at 4:30 p.m. The EDC meeting is on the 15th. The Volunteer Luncheon is coming up—save the date for noon on January 24th. On January 25th she will attend the Rails and Trails meeting with **Wyntergreen**. The annual Chamber Banquet is January 19th. **Mayor Weber** thanked the Council for their work and congratulated Councilor Sandusky for his re-election as Council President.

XVII. COMMITTEE REPORTS

- a) **TURA**—Councilor Sandusky reported that the County updated TURA about the County cost overages and various project updates. **Wyntergreen** added that the Pelican Pub contract terms were also worked on.
- b) **Beautification Committee**—Banners were discussed with more information to come at the following meeting.

XVIII. CORRESPONDENCE

a) **Chief Deputy Assessor Letter**

XIX. 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:

GENERAL CHECKING ACCOUNT

<u>BATCH TYPE</u>	<u>DATE</u>	<u>CHECK RANGE</u>	<u>AMOUNT PAID</u>
A/P Batch	1/7/2013	33107-33153	\$38,184.34
Special Batch	1/7/2013	33154	\$80.14

XX. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **8:38 p.m.**

Minutes approved by:

Minutes submitted by:

Suzanne Weber, Mayor

Date

Abigail Donowho, City Recorder

Date

City Council Regular Session

1.

Meeting Date: 02/04/2013

Re: City Website Proposals

From: Abigail Donowho

Information

Subject:

Selection of Website Proposal

Background:

To: Honorable Mayor and City Council

From: Debbi Reeves, Executive Assistant

Date: February 4, 2013

Re: City of Tillamook Web Design Recommendation

In the past year Paul, Abby and I have been working with several different web design companies for quotes to redesign, upgrade, and improve the city's website. As you may know the website has had very few improvements over the past years and we believe it needs to move into the 21st century to become user friendly and compatible with all of the different electronic devices that are now used by many individuals.

We believe the City of Tillamook website is the first glimpse of our community many people see and these people are from all over the nation and even the world. When someone logs into the City website they are looking for information, what we have to offer in our community and surrounding areas. They are coming into our part of the world and what they see on the main web page of the City of Tillamook either peaks their interest or sends them looking elsewhere for what they are seeking. We believe this is one of the most important information centers for Tillamook Oregon and should reflect our community pride and heritage. We want to encourage those seeking information to come visit Tillamook and explore all that we have to offer.

Recommendation:

After comparison of what each company has to offer to the city and the cost to the city for design construction of new webpages and future maintenance and service, we would like to recommend Tillamook Design for the redesign of the City of Tillamook website and for future web hosting. We have attached a few examples of Tillamook Design web pages for review and a copy of the proposal.

Please contact Paul, Abby, or me if you have further questions, comments, or concerns. Thank you.

Fiscal Impact

Fiscal Year: 2012/13

Fiscal Impact:

We have obtained several quotes for redesign and web hosting:

Quote #1 - The quote from aHa! Consulting, Inc. has a minimum cost of \$1800 annually. This includes a \$100 monthly fee for service and a \$50 monthly fee for web hosting. They do not have an initial setup cost but recoup this with a monthly fee. They offered to setup an urban renewal sub-site for \$3,000 with a monthly hosting fee of \$50.

Quote #2 – The quote from Revise Web Design was anywhere of a minimum of \$2,500 to \$6,500 for set-up with a monthly fee of \$150 for hosting the site which is a minimum cost of \$1,800 annually.

Quote #3 – The quote from local web designer Brandon Parmley of Tillamook Design has offered the city a onetime design set-up fee of \$3,800. He also explained his company works with the Tillamook Chamber of Commerce who offers a \$1,200 grant to chamber members which brings the setup cost of web design to \$2,600. The annual fee for web hosting is \$199. Brandon stated will work with staff on maintenance and service on an as-needed basis for minimal cost.

Currently the city’s webpages are maintained by Northwest Media Consultants who recently moved to Sacramento, California. In 2011-2012 the city and the urban renewal agency paid Northwest Media approximately \$2000 for services and paid \$250 to Network Solutions for web hosting.

Attachments

Web Proposal

Tillamook Design Samples

WEBSITE DEVELOPMENT PROJECT PROPOSAL

Prepared for: City of Tillamook | Prepared by: Brandon Parmley | Proposal number: 13-048

tillamookdesign

January 28, 2013

City of Tillamook

210 Laurel Avenue
Tillamook, OR 97141
503-842-2472

Thank you for the opportunity to submit a proposal for the City of Tillamook website redesign project. As a Tillamook-based business, being able to collaborate with the City of Tillamook is of great importance to Tillamook Design. I have personally spent time reviewing the current City of Tillamook website and feel we can be of assistance by offering solutions to improve user experience, search engine results, and the ease of in-house web maintenance.

My proposal consists of website development, photography, and search engine optimization. We will be building the site on a content management system that allows for easy updates by your staff and the ability to add additional pages if the City decides to include additional content. We will also be optimizing the site for the best possible keyword results in search engines. This will ensure the City of Tillamook website receives the most visitors possible.

Kind Regards,

Brandon Parmley
Director, Tillamook Design
info@tillamookdesign.com

TABLE OF CONTENTS

GOALS & OBJECTIVES	2
PROJECT RECOMMENDATIONS	4
WHY TILLAMOOK DESIGN	5
CLIENT TESTIMONIALS	6
PROJECT TIMELINE	7
DELIVERABLES & SERVICES	8
ACCEPTANCE OF PROPOSAL	9

GOALS & OBJECTIVES

The re-designed City of Tillamook Website will be the public face of government and the community. The website will attract more business to the city, make city services easier to access and improve online communication. In addition, the City of Tillamook website will serve as a “Virtual City Hall” for 24/7 services for a wide range of users. It will introduce Tillamook to prospective visitors, residents and business owners, and make it easier for those who currently live and work in the City of Tillamook to get the help they need from their local government.

Overview of City of Tillamook website re-design objectives.

1. Develop a highly beneficial, cost-effective, easy-to-use, interactive, architecturally sound and flexible website that supports the City's needs.
2. Create a standardized format and enhanced user experience for all pages, thereby establishing a unified theme but allowing some level of individuality and/or functionality between City functions and departments.
3. Create a website that allows multiple users in different departments to have responsibility in managing their information.
4. Incorporate design elements that make the website ADA Section 508 accessible, easy to navigate, appealing, functional and searchable.
5. Provide a framework and architecture that will permit future expansion and the addition of new online services as the City's budget, technology needs, and demand dictates.
6. Provide a secure site that meets emerging industry-standard guidelines on privacy and accessibility.

Goal 1

Directly Benefit Tillamook Residents

The City of Tillamook website will be the “go to” place at any time to find the answers to questions about city services. It will save trips to City Hall, reduce phone calls, and provide up-to-date city news, a calendar of community events, and an e-newsletter covering local government issues and important dates. A form download service will support forms for many City services. There will also be an option to sign up for notifications by email regarding emergencies or hazardous conditions.

Goal 2

Directly Benefit Tillamook Businesses

The City of Tillamook website will achieve this by providing instant access to City information and regulations, as well as online permitting and form downloads. Businesses will benefit from exposure and publicity to the community, both from people who access the City's website and from out-of-townners who locate Tillamook businesses through search engines.

GOALS & OBJECTIVES CONTINUED

Goal 3

Directly Benefit Potential Tillamook Home Owners

The City of Tillamook website will accomplish this by offering a comprehensive profile of the community, including attractive photos, demographics, recreational and cultural opportunities, local organizations, churches, and residential and commercial real estate data. The website will serve as a marketing tool that conveys the upscale look and feel of a highly desirable tourist destination. The end-user interface, images, and copy-tone will be consistent with this objective.

Goal 4

Directly Benefit Tillamook Tourists

The City of Tillamook website will present an engaging, enticing view of the City. Specific functions for visitors would include: driving and public transit directions, maps of the major business areas, parking information, special event listings, descriptions of parks and open spaces, diagrams of pedestrian and bike trails, and the possibility of promotional coupons for local businesses.

Goal 5

Directly Benefit City of Tillamook Employees

The City of Tillamook website will do this by relieving them of time-consuming, redundant requests for information. Instead, they will be able to direct people to details on a web page or to an online permit application download. The new City of Tillamook website will be easy to maintain with users from each department authorized to post, edit and delete specific content. The improved website will support efficient use of city computing resources by connecting the city's intranet sites, such as the Police Department pages and the Recreation programs and registration.

Goal 6

Directly Benefit Tillamook Service Providers

The City of Tillamook website will serve both homeowners and business owners planning to remodel or add on to their home or business who need access to up-to-date information on City planning codes and processes, as well as forms and handouts needed for planning applications and requirements.

Goal 7

Directly Benefit Digital Democracy

The City of Tillamook website will increase the ease in which citizens could participate in the policy-making processes of the city. This will include communicating with the City Council and various commissions, participating in meetings via video and audio streaming, reviewing video, audio, and textual archives of City Council and various board and commission meetings,

PROJECT RECOMMENDATIONS

City of Tillamook Website Re-Design Recommendations:

- ▶ Visually appealing – Design of this site is extremely important. The beauty of Tillamook will be conveyed from the initial impression given on the homepage. The redesigned website will reflect Tillamook’s beauty, sophistication and unique charm, while offering an easy-to-use user interface.
- ▶ Common theme – Each section of the site will have a unified look and feel that reinforces Tillamook’s image. Each section of the site will be visually related, yet retain some degree of individuality that reflects the service, department or audience being served.
- ▶ Easily updated – Once the site has been completed and accepted by the City, the site will be easy to maintain by non-technical members of the City’s staff. The content management system will provide for at least page level specific permissions, approvals and roles, including creating and publishing, as well as version control.
- ▶ Fast-loading pages – The website will be designed with a balance of text and graphics so that the average page loads in an acceptable amount of time on the average computer.
- ▶ Easy to navigate – The site will be easy to navigate, with information grouped and presented in a logical manner. During the initial phase of the project, Tillamook Design will develop a comprehensive site map, which shows the strategy for information architecture decisions.
- ▶ Future flexibility – The site will include a flexible design template that can easily accommodate the addition of new functionality at a later date.
- ▶ Mailing lists – There will be a mechanism that permits users to sign up (using a double opt in system) to be on various mailing lists targeted at different topic interests. Users will also be able to opt out at any time.
- ▶ Load Speed – The website will provide for high-speed upload/download response times for low end to high-end computers that are used by the average Tillamook citizen, and the site will be developed to minimize loading times for analog dial-up customers.
- ▶ Browser Compatibility– The site will be accessible and useable with current versions of commonly used browsers, including IE7+, Netscape 7+, Opera, Safari, Mozilla, and Fire Fox, across most widely used operating environments.

WHY TILLAMOOK DESIGN?

STRATEGY:

We have the expertise and experience to ensure trouble-free and effective management of your web site from conception to ongoing management. The team, as detailed below, is highly professional and committed to the highest standards. With expert designers, copywriters and Internet marketers, we ensure the highest quality site at very competitive rates. We have identified the requirements of the site and developed an appropriate strategy to ensure all your needs are met.

ABOUT US:

Located in Tillamook, Oregon, we are a web site consultancy and online business advisor team committed to providing excellence in client service. We have the ability to draw from an experienced base of internet professionals, while maintaining a personalized form of business liaison. The ultimate in consultation, skills diversity, and adaptability to meet client expectations are our core strengths. We offer a combination of talents, including, but not limited to:

- Web page designer
- Web site developer
- Programmer
- Copywriter
- Graphic artist
- Internet marketer

THE TEAM

Graphic designer Brandon Parmley will focus on the visual elements of your site. He will be working closely with you to establish the look and feel that best suits your products and services, enabling your site to become a true extension of your business online. Using his design experience, along with his creative abilities will help to achieve a highly attractive, effective web site.

Web developer and programmer Mollie Riley has been designing and developing custom dynamic web sites for the last 5 years. She has worked with static and dynamic web designs utilizing tools/ languages such as HTML, CSS, PHP, MySQL, XML, and APIs. Mollie also worked with other teams to develop e-commerce solutions for large corporations. Mollie takes the time to analyze issues and develop strategies for overcoming them and provides solutions that are efficient and feasible.

Guedo Fanony is widely acknowledged to be a top level marketing specialist. Guedo oversees all aspects of site design and the marketing for each client. In addition, Guedo is responsible for making sure that Search Engine Optimization is done correctly.

CLIENT TESTIMONIALS

"Love Tillamook Design's work from personal business website to professional graphic design and social media marketing with Oregon Open Campus programs. Brandon is a great asset to our community and great to work with!"

-Jeff Sherman, OSU

"Thanks Brandon Farmley and Tillamook Design for your creativity and professionalism in designing the Coast Printing website. You made the process simple and did a great job!"

-Brian Trusty, Coast Printing

"Tillamook Design created a new website for our business at Sheldon Oil Company and we couldn't be happier. Brandon was great to work with - he really listened, made great suggestions, and the final product is everything we hoped for and more! We highly recommend Tillamook Design!"

-Niki Sheldon, Sheldon Oil Company

"Thank you Tillamook Design. What you've done with our radio station website is beautiful. More than that, your response to our needs was great! Thanks again!"

-Shaena Peterson, Alexandra Communications

PROJECT TIMELINE

The project schedule is based on the project start date of 03-01-2013. Any change in start date would result in changes in all subsequent delivery dates. The actual project schedule along with detailed planning will be included in the final project agreement.

PHASE I: CONTENT & PHOTOGRAPHY

2-4 WEEKS

COMPLETION

On a project this scale, photography, content & photo retouching usually takes between 2 and 4 weeks, depending on the timeliness of content approval and the number of copy revisions that are needed.

04/01/2013

PHASE II: CONCEPTUAL DEVELOPMENT

2-3 WEEKS

COMPLETION

We typically have a design concept within 14 days of copy approval. We allocate one additional week for design revisions.

04/21/2013

PHASE III: DESIGN DEVELOP. & REVIEW

3-4 WEEKS

COMPLETION

From concept approval to development completion, we allow 3-4 weeks to give adequate time for web development and review.

05/21/2013

PHASE IV: FINAL PREPARATION

2-3 WEEKS

COMPLETION

After final development approval, we then optimize the site for search engines and resolve any site errors and broken links.

06/14/2013

DELIVERABLES & SERVICES

COMPLETE CITY WEB DESIGN PACKAGE	\$3800.00
----------------------------------	-----------

Web Design Package Includes:

A completely re-designed City of Tillamook website that will act as the public face of government and the community. The website will attract more business to the city, make city services easier to access, and improve communication.

- 60 Page Complete website re-design
- Content Management System including on-site training
- Multi-user permissions with by-user editing abilities
- Calendar of events with multi-user functionality
- Interactive homepage with targeted call-to-actions
- Tillamook business directory including data-entry
- Intuitive navigation with multiple link drop-downs
- Search Engine Optimization including keyword analysis
- Local Tillamook attraction & architecture photography
- Responsive lay-out for tablets & mobile devices
- Facebook & social media integration

ESTIMATED DESIGN COST	\$3,800.00
AVAILABLE GRANT	-\$250.00
<hr/>	
TOTAL ESTIMATED COST	\$3,550.00



ACCEPTANCE OF PROPOSAL

Client: City of Tillamook **Project:** City of Tillamook Website Re-design
Contact: 210 Laurel Ave. Tillamook, OR 97141 **Project #:** 13-048
Date: January 28, 2013 **Reference Proposal Date:**

DESCRIPTION OF SERVICES:

Complete website re-design, search engine optimization, local photography & on-site content management training.

METHOD OF PAYMENT

Payment Method Monthly Installments Method Agreed amount per month

PROPOSAL AND TERMS OF SERVICES ACCEPTED BY COMPANY

.....
Signature

.....
Print Name/Title

.....
Date

PROPOSAL AND TERMS OF SERVICES ACCEPTED BY CLIENT

.....
Client Signature

.....
Print Name/Title

.....
Date

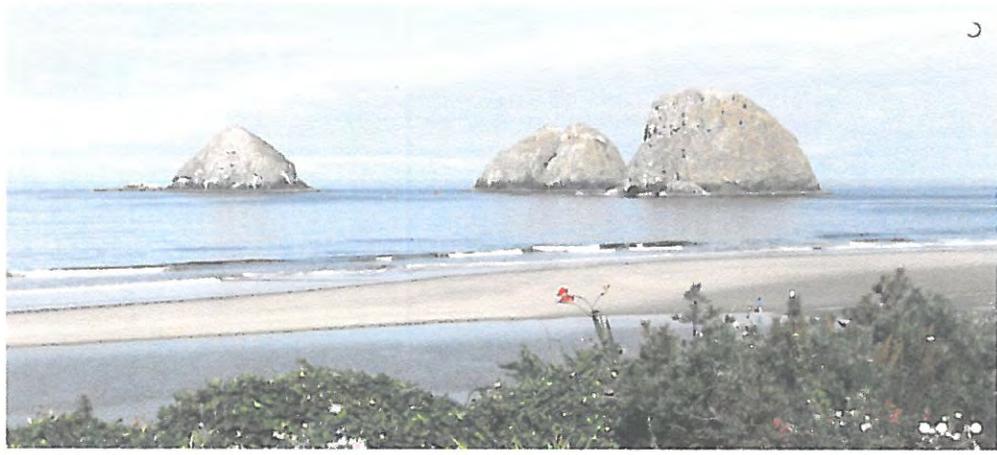
This proposal constitutes an offer by Tillamook Design which may be accepted for a period of 30 days from the date of this proposal. If not accepted prior to the expiration of the 30-day period, this proposal shall be subject to revision, and shall not become binding upon Tillamook Design in its present form. This offer may be accepted by signing a copy of this proposal.

tillamook design
1410 Wilson River Lp
Tillamook, OR 97141

tillamookdesign.com
t. 503.880.2048



Home About Business Resources Area Information Contact



<p>Business Calendar</p> <p>More Information</p>	<p>Starting a Business</p> <p>More Information</p>	<p>Relocation Assistance</p> <p>More Information</p>	<p>Current EDC News</p> <p>More Information</p>
-------------------------------------------------------------------------	---------------------------------------------------------------------------	-----------------------------------------------------------------------------	------------------------------------------------------------------------

Contact Us Today! (503) 842-4455

Coast printing

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*Coast Printing & Stationery is located in Tillamook, Oregon
Located just off of Oregon Coast Hwy 101 & Hwy 6*

[GET DIRECTIONS](#)

Tillamook Oregon, Printing Services



Search

Search for:

Search



Sheldon Oil Company Inc. is a locally owned family business. We have been serving Tillamook County and the surrounding areas for more than 29 years.

[More About Us](#)

<p>Third Street Shell & Grocery Gas Stations</p>  <p>Read more</p>	<p>Tillamook Shell & Grocery Gas Stations</p>  <p>Read more</p>	<p>Beaver Shell & Grocery Gas Stations</p>  <p>Read more</p>	<p>Pacific City Shell & Grocery Gas Stations</p>  <p>Read more</p>
<p>Gales Creek Shell & Grocery Gas Stations</p> 	<p>Sheldon Oil - Banks Gas Stations</p> 	<p>Bayside Gardens Shell & Grocery Gas Stations</p> 	<p>Gamboldt Muller Gas Stations</p> 

City Council Regular Session

2.

Meeting Date: 02/04/2013

Re: Planning Commission Volunteer Applications

From: Abigail Donowho

Information

Subject:

Planning Commission Volunteer Applications & Appointment

Background:

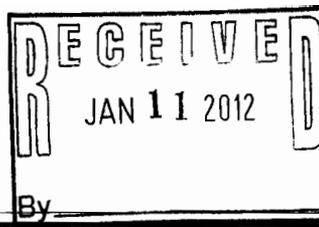
The Tillamook Planning Commission currently has one vacancy due to a prior resignation, and a soon-to-be vacated position at the end of the term for Commission Member Palter. Please review the following applications and consider these volunteers for appointment to the Planning Commission.

Attachments

LaFrance Application

Sieler Application

CITY OF TILLAMOOK



Tillamook City Hall
210 Laurel Avenue
Tillamook, OR 97141

Telephone: (503) 842-2472

Fax: (503) 842-3445

VOLUNTEER POSITION APPLICATION

Position: TILLAMOOK CITY PLANNING COMMISSION

Name: RUTH M. LAFRANCE

Address: 7730 TRASK RIVER ROAD / TILLAMOOK

Phone: Home ⁵⁰³ 842-5836 Work _____

E-mail: rmlafrance@gmail.com

Registered Voter: Yes No _____ Ward/Precinct: _____

Brief statement of interest in this position:

SEE ATTACHED STATEMENT

Are you available for evening meetings? Yes No _____

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

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

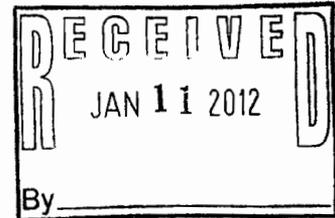
If "yes" to previous question, please specify committee:

I HAVE SUBMITTED AN APPLICATION FOR THE OPEN
TURK POSITION

Ruth M. LaFrance
Signature

JANUARY 11 2013
Date

**Volunteer Position Application
Ruth LaFrance**

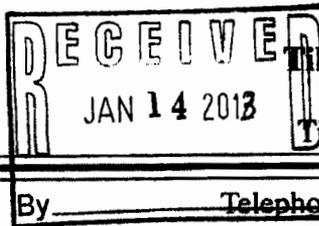


Brief statement of interest in this position:

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

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

CITY OF TILLAMOOK



Tillamook City Hall
210 Laurel Avenue
Tillamook, OR 97141

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

VOLUNTEER POSITION APPLICATION

Position: Planning Commission

Name: Tina G. Sieler

Address: 205 Promontory Lane, Oceanside, OR. 97134

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

E-mail: RT SIELER@gmail.com

Registered Voter: Yes No Ward/Precinct: _____

Brief statement of interest in this position:

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

Are you available for evening meetings? Yes No

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

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

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

Beautification and Parks Committee

Tina G. Sieler
Signature

1/9/2013
Date

City Council Regular Session

3.

Meeting Date: 02/04/2013

Re: Re-Appointment of Ray Jacobs

From: Abigail Donowho

Information

Subject:

Planning Commission Member Re-Appointment

Background:

To: Honorable Mayor and City Council Members

From: David Mattison, City Planner *DRM*

Date: February 1, 2013

Re: Planning Commission Reappointment

One more issue that came to my attention at the last minute, and wasn't discussed in the January 17th memo – the term for Ray Jacobs, the Planning Commission member, Position 2, is up for reappointment. The current term for Position 2 ends at the end of this month.

Recommendation:

Therefore I recommend, Ray Jacobs, the current Planning Commission member for Position 2 be reappointed by the Mayor with the consent of the majority of the Council.

Again, thank you for your cooperation.

City Council Regular Session

5.

Meeting Date: 02/04/2013
Re: Set Dates for Supplemental Budget and FY 2013/14 Budget
From: Abigail Donowho

Information

Subject:
 Set Dates for Supplemental Budget and Budget Schedule for FY 2013/14

Background:

	BUDGET COMMITTEE	URBAN RENEWAL BUDGET COMMITTEE
<u>PREPARING THE BUDGET</u>		
<u>1. BUDGET OFFICER APPOINTED.</u> Each local government must have a budget officer, either appointed by the governing body or designated in the local government's charter. The budget officer is under the supervision of either the executive officer or the governing body.		Paul Wyntergreen
Council to appoint budget committee members.		March 18, 2013
Council to set two budget committee meeting dates for both budgets.		1) April 24, 2013 2) May 1, 2013
<u>2. PROPOSED BUDGET PREPARED.</u> The budget officer is responsible for preparing or supervising the preparation of the proposed budget for presentation to the budget committee and to be available to the public.		April 18, 2013
<u>APPROVING THE BUDGET</u>		
<u>3. BUDGET OFFICER PUBLISHES NOTICE.</u> When the proposed budget and the budget message are ready, the budget officer publishes a "Notice of Budget Committee Meeting." It must be published at least twice, 5 to 30 days before the scheduled budget committee meeting date, separated by at least 5 days.		Notice #1 - April 10, 2013 Notice #2 - April 17, 2013
Prepare budget committee packets for pickup.		April 18, 2013
<u>4. BUDGET COMMITTEE MEETS.</u> At least one meeting must be held to 1) receive the budget message and budget document, and 2) hear the public. The budget officer provides a copy of the proposed budget to each member of the budget committee. The copies may be distributed at the advertised meeting. When the budget is given to the budget committee, it becomes a public record and must be made available to the public.		April 24, 2013 May 1, 2013
<u>5. COMMITTEE APPROVES BUDGET.</u> When the budget committee is satisfied with the proposed budget, including any additions to or deletions from the one prepared by the budget officer, the budget is approved.		May 1, 2013
<u>ADVERTISING AND HOLDING HEARINGS</u>		
<u>6. BUDGET SUMMARY AND NOTICE OF BUDGET HEARING PUBLISHED.</u> The budget officer must publish a summary of the budget approved by the budget committee and notice of budget hearing 5 to 30 days before the scheduled hearing. A second notice of budget hearing must be published, but need not contain the summarized financial information. It should briefly repeat significant information about the scheduled budget hearing, and indicate where the complete budget document is available for inspection.		Published June 5, 2013 (publish once only at least 5 days prior, but not more than 30 days prior to meeting date).

<p><u>7. BUDGET HEARING HELD. After the budget is approved, a budget hearing must be held by the governing body. The budget hearing must be held by the governing body on the date specified on the public notices. The purpose of the hearing is to receive citizen's testimony on the budget. Additional hearings may be held, and all hearings are open to the public.</u></p>	<p>June 17, 2013</p>	<p>June 12, 2013</p>
<p><u>ADOPTING THE BUDGET</u></p>		
<p><u>8. BUDGET ADOPTED, APPROPRIATIONS MADE, TAX LEVY DECLARED AND CATEGORIZED. . By law the governing body may make changes in the approved budget before or after it is adopted, but no later than the beginning of the fiscal year to which the budget relates. After the budget hearing, the governing body adopts the budget. It should not be formally adopted until the latter part of June so last-minute revisions can be incorporated.</u></p>	<p>Adoption June 27, 2013</p>	<p>UR Adoption June 12, 2013</p>
<p>1. The governing body must enact a resolution to formally adopt the budget.</p>	<p>Resol. #</p>	<p>Resol. #</p>
<p>2. The governing body must enact a resolution to make appropriations.</p>	<p>Resol. #</p>	<p>Resol. #</p>
<p>3. The governing body must enact a resolution to levy & categorize any tax.</p>	<p>Resol. #</p>	<p>Resol. #</p>
<p><u>9. BUDGET FILED AND LEVY CERTIFIED.</u></p>		
<p>1. Districts levying a property tax must submit to the county assessor's office on or before July 15: 2 copies of notice of levy and the categorization certification, and two copies of the four resolutions. At the same time, one copy of the complete budget should go to the county clerk.</p>	<p>File July 1, 2013</p>	<p>UR - File July 1, 2013</p>

City Council Regular Session

1.

Meeting Date: 02/04/2013

Re: Resolution 1624

From: Abigail Donowho

Information

Subject:

Resolution for Streetscapes Design

Background:

Attachments

Resolution 1624

Exhibit A--Streetscape Design

RESOLUTION NO. 1625

**A RESOLUTION ADOPTING THE TOWN CENTER STREETScape DESIGN FOR
THE CITY OF TILLAMOOK**

WHEREAS, the Tillamook Urban Renewal Agency Streetscapes Committee, the Tillamook Urban Renewal Agency Board of Directors, and the City Beautification Committee have recommended the attached Town Center Streetscape Design to the City Council; and

WHEREAS, the Town Center Streetscapes Design will be used to set the theme for future community development in the downtown area in order to enhance the economy of the city; and

NOW THEREFORE, the City Council of the City of Tillamook hereby adopts the Town Center Streetscapes Design as attached in Exhibit A with the following implementation directives:

1. That the Planning Commission use this design as a basis for code revision; and
2. That the design be used as the guide for further design development for both the Tillamook Urban Renewal Agency 2nd Street Pilot project and other downtown projects such as ODOT's Hwy 101/US 6 project.

ADOPTED by the Tillamook City Council this 4th day of February, 2013.

Suzanne Weber, Mayor

ATTEST:

Abigail Donowho, City Recorder

TOWN CENTER STREETSCAPE DESIGN

2nd Street Pilot Program

Second St between Laurel Ave & Stillwell Ave is recommended as the Town Center Streetscape Design Pilot Program. This program will develop designs and characteristics for use on multiple east/west streets. The resulting designs should also be used by ODOT in their design work for the north/south US 101 couplet which commences winter 2013 and for the reconstruction of Highways 101 & 6 in 2015-2016.

The Second St Pilot Program would be divided into three phases:

Phase I: *Design & approval of streetscape concepts and typicals*

Phase II: *Design development & lower cost initial projects*

Phase III: *Higher cost projects*

In Phase I architectural/street characteristics are developed considering Tillamook's historical qualities and present needs. Phase II contains the easy-to-do, inexpensive, 'low-hanging fruit' and Phase III the more expensive, capital projects.

PROPOSED PILOT PROGRAM AREA



Tillamook Town Center Plan
image credit: OTAK

PHASE I – STREET CONCEPTS AND TYPICALS

CONCEPT STATEMENT:

The Tillamook Town Center Streetscape Standards are inspired by the look and feel of Tillamook in the 1930s and 1940s, but introduce contemporary street infrastructure improvements. Consequently, the town center experience will evoke Tillamook in its heyday while remaining relevant to contemporary needs. The city is often identified by its connection to the dairy industry, therefore the plan seeks to also actualize the local legacy of creativity and forestry. The goal of this effort is to achieve a lively and inviting environment, which authentically reflects the welcoming character of the city.



Historic Tillamook

GENERAL DESCRIPTION:

The streetscape standards preserve existing historical elements and specify a number of character-building features: historically inspired furnishings, soft “pops” of color, use of local wood, and richly textured materials that patina well. The standards also improve wayfinding, reduce visual clutter, and promote street safety.

TYPICALS:

SIDEWALK ZONES

The Tillamook Town Center Plan establishes sidewalk zones: ***Building Front Zone, Through Zone and Furnishing Zone***. The Pilot Program specifies the boundaries for these zones and which features shall be located in each zone:

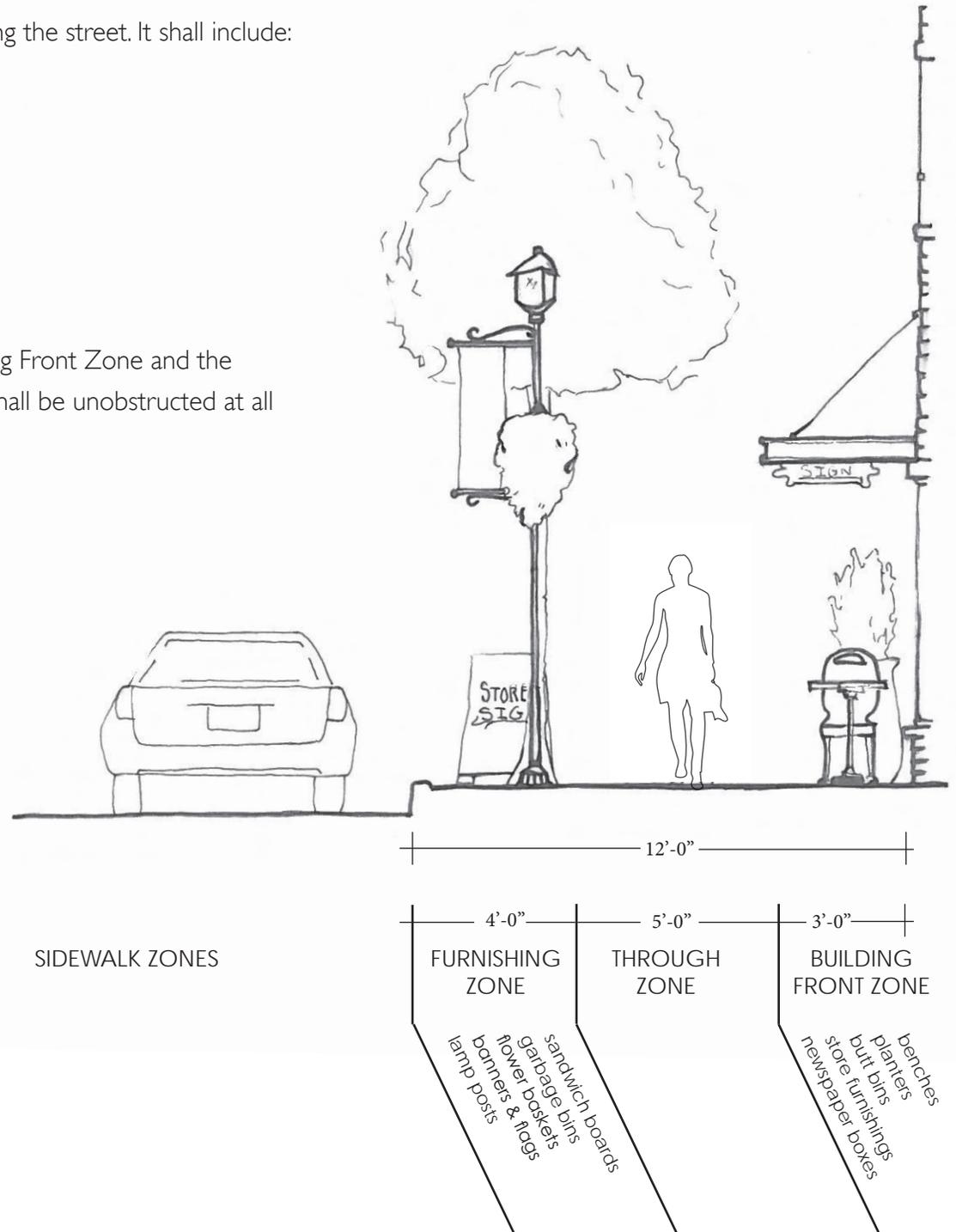
Building Front Zone is defined as a 3' strip of sidewalk directly in front the building facade. It shall include:

- Newspaper boxes
- Groupings of standard planters, benches
- Business owned furnishing
- Butt bins

Furnishing Zone is defined as a 4' strip of sidewalk abutting the street. It shall include:

- Garbage bins
- Sandwich boards
- Season/event banners
- Hanging flower baskets
- Street Lamps
- Street and traffic signs

Through Zone is defined as a 5' strip between the Building Front Zone and the Furnishing Zone. It is solely for pedestrian passage and shall be unobstructed at all times.



INFRASTRUCTURE

- Preservation of existing stamped curbing with old street names on street corners
- Retain existing curb extension across Main Ave at 2nd St (without integrated plantings); construct extensions in other key locations for ease and safety of pedestrian crossing; consider turning radii and lane widths for trucks
- Burnt red colored and stamped asphalt crosswalks across 2nd street
- Paint fire hydrant barrels chrome yellow with caps to be color coded as required by National Fire Protection Association (NFPA)
- Standard sidewalk design: 2' strip of concrete pavers parallel to curb edge for ease of underground utility access; standardized concrete surface treatment including a scoring pattern compatible with the pavern design
- Underground water for hanging flower baskets and electric for lamp posts and seasonal lights
- Retain the two concrete poles aligned across from each other at the northeast and northwest sides of 2nd St and Main Ave, outfit the poles to support cross highway banners
- Relocate the remaining four poles on 2nd St: locate two poles on either south side of 2nd St and Pacific Ave; the remaining two poles shall be relocated to mark another city gateway
- All traffic control and guidance structures painted black to coordinate with other streetscape furnshings

PUBLIC ART PROGRAM

- Public art program including
 - Street sculptures
 - Flush, no-trip attachment system in sidewalks for public sculpture installation
 - A mural program that encourages content inspired by local history and quilting traditions
 - A window painting program, targetting vacant storefronts



Example street sculptures.
Beijing, China



Mural content may compliment the Tillamook County Quilt Trail



Example no-trip Base
Portland, OR



Existing garbage bins

FURNISHINGS AND SIGNAGE

- Low maintenance, durable street screens to continue the street wall and shield pedestrians from parking lots
- Low maintenance, durable dumpster screens for dumpsters abutting sidewalks
- Standard black powder-coated garbage bins: Timberform 2834- AT Ash/Dome Top (or comparable); 10 bins have already been purchased and installed in the city by TURA
- Standards for business-owned furnishings in the Building Front Zone (to be developed by TURA)
- Standardized sign poles in 4" black powder coated steel with flush no trip bases (for ease of replacement) and base covers with a minimum 4" height
- Locate and group signage so visual clutter is minimized and clarity to travelers is maximized
- Standardized traffic and street signs inspired by the historic street signs
- Accepted tree program compliant with Town Center Plan: specify trees on the north side of the street and shrubs or no plantings on the south side of the street; tree canopy at a minimum of 10'; 2'- 6" to 3'-0" tree trunk set back from street;
- Bike racks installed along the Tillamook Bike Routes
- Required covers for meters located along the street wall; to comply with PUD standards
- Standard Street Lamp
 - Post: minimum of 5" diameter; fluted with black finish
 - Base Cover: minimum of 18" high, fluted with black finish
 - Arms for season/event banners and hanging flower baskets
 - Luminaire: black finish
 - Acorn style with lid and finial
 - Integrate electrical outlets for seasonal lights and underground water line for flower baskets
- Blade signs, projecting & marquee signs and sandwich boards
 - Subject to city-approved standards approved by the Beautification Committee
 - Encourage use of locally/regionally-made wood signs or aesthetically comparable material



Example Luminaire: Acorn style with Lid and finial



Planter Shape: Round



Planter Shape: Half-Round

o Incentivized through a program where UR offers to pay for such signs
(similar to existing blade sign program)

- Standard butt bins in key locations
- Overhang standards specifying that all new or replacement awnings/overhangs must be marquee style
- Restrictions on obstructing or covering mezzanine windows
- Develop banner design(s) and standards approved by the Beautification Committee; allow seasonal and event banners through an approval process
- Investigate options for a horizontal banner(s) and/or sign(s) across Main Ave and Pacific Ave; explore ODOT acceptance of an overhanging sign similar to the historic “Netarts, Oceanside Beaches” sign



Example Horizontal Marquee Awning: Orenco Station, Oregon

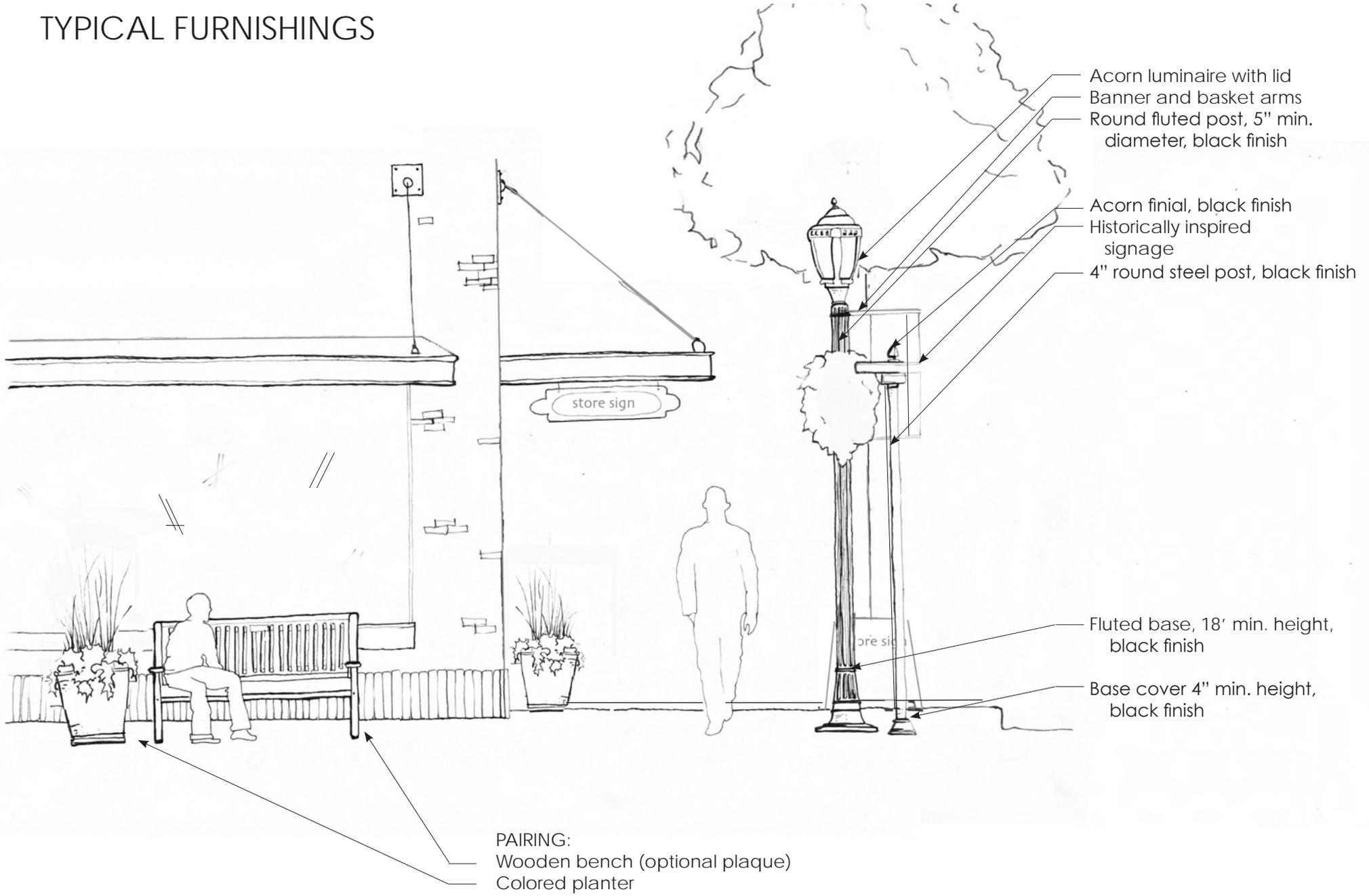
Standard pairings of the following may be privately sponsored. This sponsorship can be commemorated with a standard plaque mounted on the bench, and/or planter (if feasible)

- Concrete round or half-round planters with integral color; minimum 20” in height, color options selected by the Beautification Committee
- 5’ -6’ exterior wood benches with black cast iron or aluminum sides

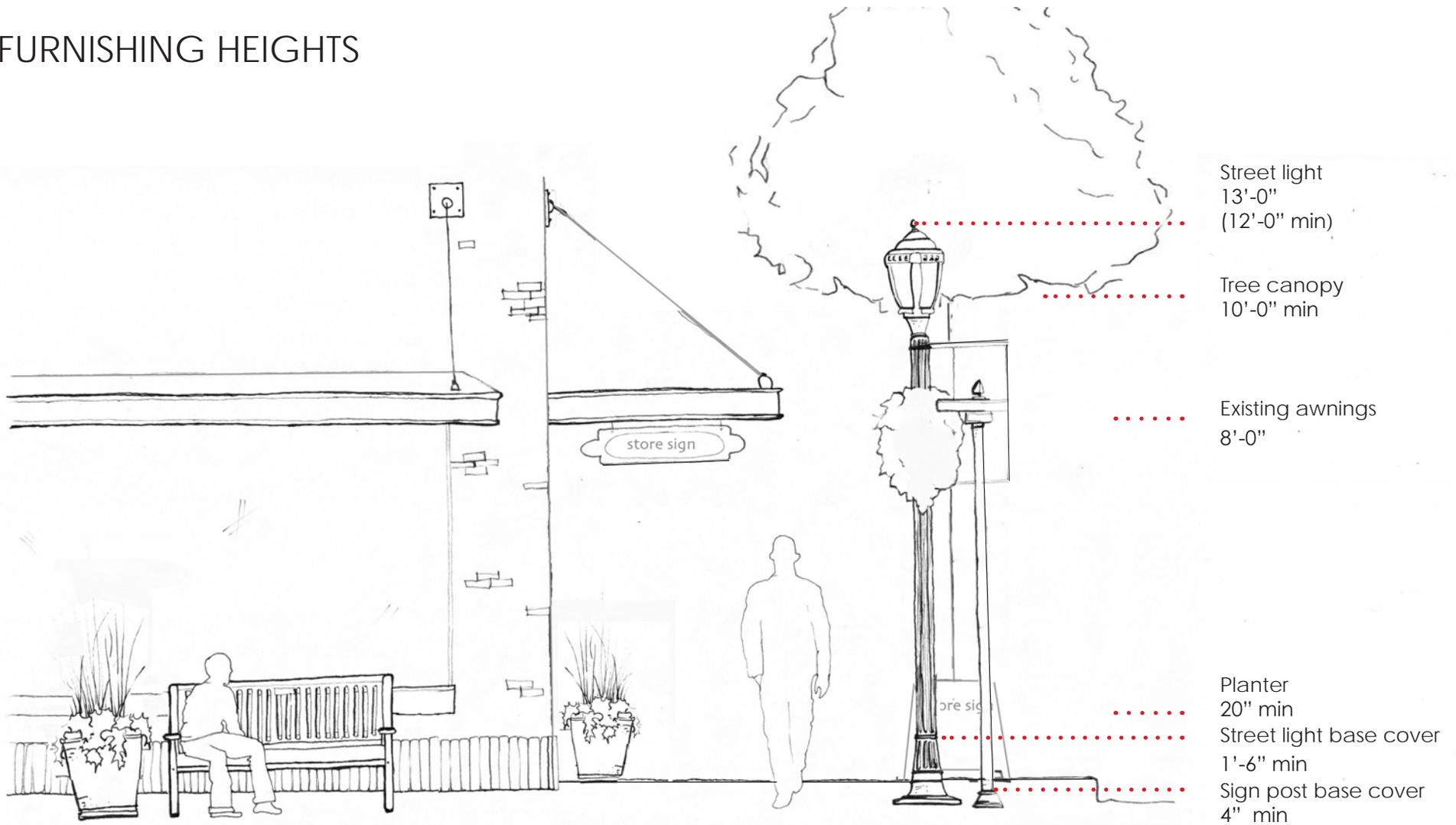


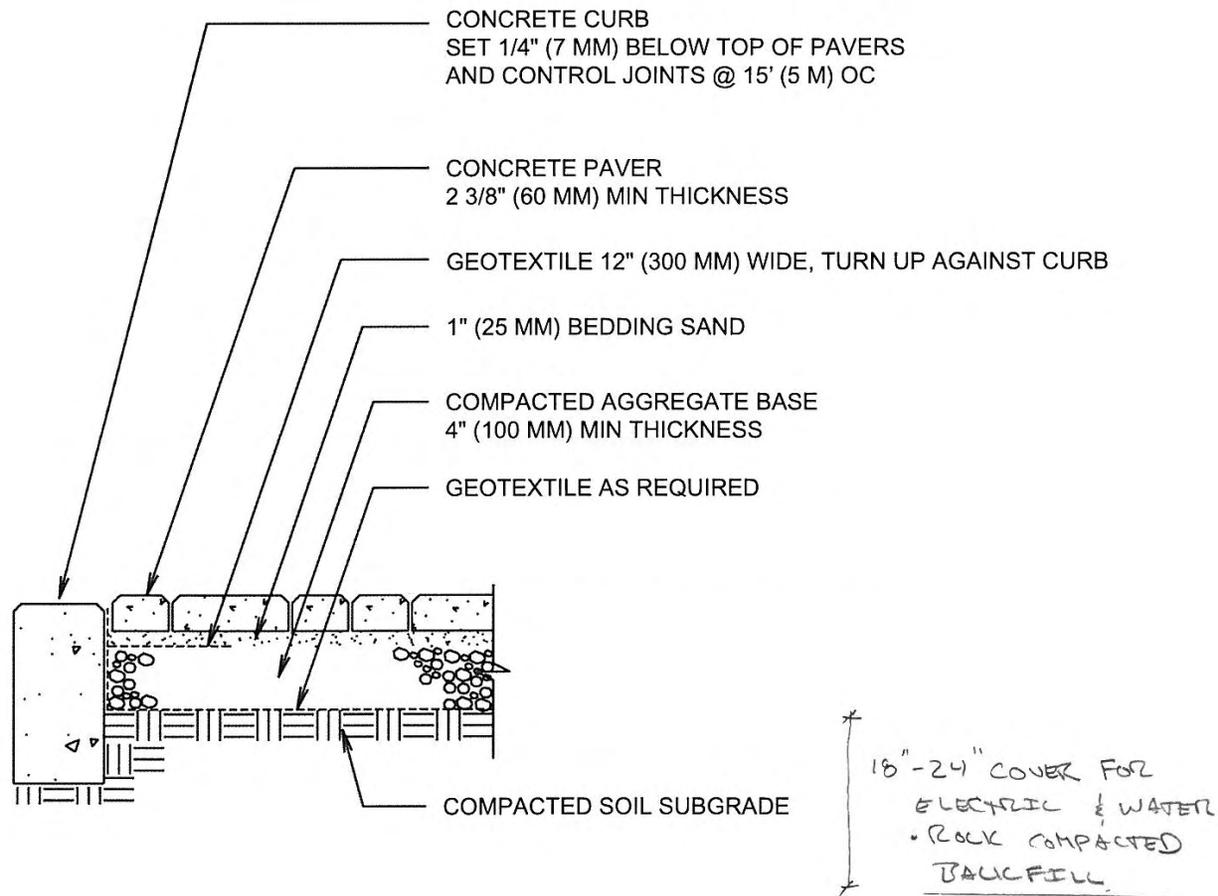
Example Bench: Exterior wood bench with cast aluminum sides

TYPICAL FURNISHINGS



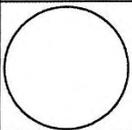
FURNISHING HEIGHTS





NOTE:

1. THICKNESS OF BASE WILL VARY WITH SUBGRADE CONDITIONS AND CLIMATE. COLDER CLIMATES MAY REQUIRE THICKER BASES.
2. CONSULT ICPI TECH SPEC 2 FOR GUIDELINES ON SPECIFICATIONS FOR BASE MATERIALS, SUBGRADE SOIL AND BASE COMPACTION.



PATIO / SIDEWALK / PLAZA
ON COMPACTED AGGREGATE BASE

DRAWING NO.	ICPI-16
SCALE	F.S.

Meeting Date: 02/04/2013

Re: Police Chief Monthly Report

From: Abigail Donowho

Information

Subject:

Police Chief

Background:

Monthly Report to Mayor and Council

Police Department

January 2012

- Kurt Vanderhoff is doing well in FTEP and it is hoped he will be out on his own by April.
- We are working with a representative of Ecology and Environment, Inc on our Incident response Plan and have a follow up meeting the end of February.
- DPSST came to Tillamook and provided a class on the new requirements for in field and photo line ups based on case law and new requirements. We also had training on working with persons with special issues, graciously put on by Tillamook Family Counseling.
- We have completed our inventory for the Police Department and will be working with the City Manager on upcoming budget as it relates to vehicle and computer replacement.
- We reviewed the codification and will work with City Staff on issues as time allows.
- Working with Denny's restaurant we have a program where we can now reward children who follow bike safety, with a card the child can redeem for a junior ice cream sundae.
- We worked with Liberty School on a traffic issue when parents pick up children in the afternoon and block westbound 9th Street. Thanks to quick response by the Street department, after the Public Works Committee meeting, this issue has been resolved.
- Activity has continued being busy with a search warrant with 4 arrests, assistance with the horrible homicide on Highway 6 and other investigations.
- We have been working with businesses and other locations in the city that have requested help with safety plan(s) in light of recent nationwide issues.
- Cadets are still active
- We will be working with the Sheriff's department and other law enforcement on updating many of the agreements and protocols that

we have as many have not been reviewed in awhile. I will keep you updated.

- Areas we also plan to work on in the near future are updating our policy, reviewing inventory and adding to emergency supplies for future needs and setting training plan for the next 3 year cycle.
-

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: Honorable Mayor and City Council Members

From: David Mattison, City Planner *DM*

Date: January 29, 2013

Re: December 2012 & January 2013 City Planning Department Monthly Report

◆ **Building/Zoning Permits issued:**

- ▶ Residential Interior Remodel at 408 Evergreen Drive,
- ▶ Residential Interior Remodel at 890 McCormick Loop Road,
- ▶ Residential Interior Remodel at 1212 Third Street,
- ▶ Handicapped Ramp at 2310 First Street.

◆ **Sign Permits issued:**

- ▶ Directional Wall Sign at 2600 North Main Avenue (Goodwill),
- ▶ Awning Sign at Second Street and Ivy Avenue (Charging Station),
- ▶ Free-Standing Sign at 1115 Main Avenue (Sand Creek Dental).

◆ **Public Works Permits issued:**

- ▶ XL Overhead Construction underground line at 3111 Third Street,
- ▶ Century Link anchor and removal of aerial at First and Front Street near Main and Pacific Avenue,
- ▶ Century Link new pole at Seventh Street and Pacific Avenue,
- ▶ Century Link replace pole at Manor Place.

◆ **Special Projects:**

- ▶ Parks and Recreation Master Plan – City Council Workshop (01/22/13),
- ▶ Opportunity to Recycle Report,
- ▶ DLCD Semi-annual Coastal management Grant application,
- ▶ Welcome Packet Redevelopment.

◆ **Meetings/Correspondence:**

- ▶ Meeting with Dennis Wine regarding Rodeo Sign (12/05/12);
- ▶ Correspondents with Bob Parker ECONW regarding EOA (12/05/12, 12/14/12, 01/10/13);
- ▶ Planning Commission Hearing (12/06/12)
 - 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;
- ▶ Correspondents with Ethan Seltzer regarding PSU Town Center Plan Amendment assistance; (12/10/12, 01/24/13);

- ▶ Meeting with Ashley Inn regarding off-premise sign (12/11/12);
- ▶ Meeting with Jan Stewart regarding Planning Commission member resignation (12/12/12);
- ▶ Meeting with PUD & CH2MHill regarding proposed transmission Line Conditional Use Permit (12/05/12);
- ▶ Vacation (12/17/12 – 12/26/12);
- ▶ Correspondents with Val Crispin regarding Kona’s BBQ Stand (12/19/12, 01/09/13, 01/10/13, 01/18/13, 01/24/13);
- ▶ Planning Commission Hearing (01/03/13)
 - PUD Transmission Line CU-12-04;
- ▶ Meeting with Jan Stewart regarding Planning Commission Hearing (01/07/13);
- ▶ Administrative Staff Meeting (01/08/13);
- ▶ Meeting with Terra Wilcoxson regarding Parks and Recreation Master Plan (01/09/13, 01/17/13, 01/28/13);
- ▶ Meeting with Ken Williams regarding minor partition (01/10/13);
- ▶ Meeting with Roger Sutherlin regarding Roby’s proposed site plan (01/14/13);
- ▶ Review of Appeal of CU-12-04 (01/17/13);
- ▶ Department Head Meeting (01/17/13);
- ▶ Council Workshop (01/22/13);
- ▶ Meeting with Paul Wyntergreen regarding ‘Welcome’ packets (01/29/13);
- ▶ Meeting with Debbi Reeves regarding PUD appeal (01/30/13);
- ▶ Meeting with Jan Stewart regarding February Planning Commission meeting (01/31/13);

◆ **Upcoming Events:**

- ▶ Planning Commission Hearing
 - Town Center Master Plan review,
- ▶ New Planning Commission applicants.

City Council Regular Session

1.

Meeting Date: 02/04/2013

Re:

From: Abigail Donowho

Information

Subject:

Oregon CDBG Notice of Satisfactory Threshold Review

Background:

A letter from Melanie Olson, the Regional Coordinator for the Infrastructure Finance Authority (IFA) letting the City know that our application for sewer infrastructure CDBG funding has passed the preliminary review and meets the threshold requirements. The next step in the process is a full staff review, followed by rating and ranking.

Fiscal Impact

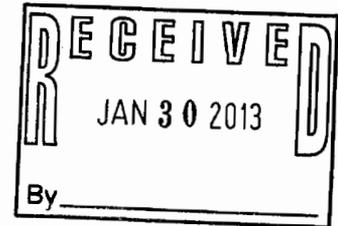
Fiscal Year:

Fiscal Impact:

The amount applied for is \$2,000,000 (increased from the initial \$1,000,000).

Attachments

CDBG Letter



January 29, 2013

The Honorable Suzanne Weber, Mayor
City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141

RE: Oregon Community Development Block Grant, Concept Number 258-11297, \$2,000,000,
City of Tillamook Collection System Rehabilitation, **Notice of Satisfactory Threshold
Review**

Dear Mayor Weber:

An application for Community Development Block Grant funding for the above referenced project was received on December 28, 2013. We performed a preliminary review of the application to determine whether it meets basic eligibility criteria and can be considered an application that meets all the initial threshold review criteria.

The above application meets the threshold review. Full staff review will be completed and the application will be forwarded to the Rating and Ranking Committee.

If you have any questions, please do not hesitate to contact me at (503) 842-4045.

Sincerely,

A handwritten signature in black ink that reads 'Melanie Olson'. The signature is fluid and cursive.

Melanie Olson, Regional Coordinator
Infrastructure Finance Authority

c: Paul Wyntergreen, City Manager



Tillamook County Commissioners
Mark Labhart, Bill Baertlein, Tim Josi
503-842-3403
FAX 842-1384
TTY Oregon Relay Service

January 11, 2013

The Honorable Senator Jeff Merkley
313 Hart Senate Office Building
Washington DC 20510

RE: Tillamook County Funding Priorities for Fiscal Year 2014

Dear Senator Merkley:

The Tillamook County Board of Commissioners and other local government agencies are pleased to present a united and comprehensive presentation to you and Congress again this year. Some of the requests may be presented to you in person by delegates from the various entities which have signed below, but we have coordinated our requests prior to their departure for Washington, D.C.

The top three priorities for FY 13-14 for Tillamook County are:

No. 1 Priority

Restoration of the Tillamook Bay Jetty System.

Funding Source: U.S. Army Corps of Engineers, Operations and Maintenance.

Requesting Entity: Port of Garibaldi and Tillamook County.

Amount Requested: \$600,000.

Summary of Project: Continued deterioration of the south jetty is a danger to navigation and has resulted in significant loss of life. The U.S. Coast Guard is very concerned about the hazards that this deterioration presents to them and the commercial and recreational boaters. Because Congress provided funding the repairs to the north jetty are now complete. Six Hundred Thousand Dollars is requested for FY 2013-2014 to complete the engineering plans and specifications for the construction of the south jetty.

No. 2 Priority

Shilo Levee Reconstruction.

Funding Source: Transportation Housing and Urban Development; under the Transportation and Community System Preservation.

Requesting Entity: Tillamook County.

Amount Requested: \$1,000,000.

Summary of Project: Identified as an Oregon Solutions project, a 1,600' berm would be constructed along the south bank of the Wilson River extending west from the railroad crossing and connecting with the so-called Shilo levee, which would also be reconstructed as part of this project. The purpose of the berm is to reduce the frequency of flood flows which overtop the south bank of the Wilson River and then flow through the commercial strip along Highway 101 between Hall Slough and the Wilson River, eliminating the nuisance flooding that occurs just east of the highway. The proposed berm and existing Shilo structure will function as a single flood control project between the railroad and Highway 101 benefitting the homes and businesses east of Highway 101.

No. 3 Priority

Tillamook Lightwave Fiber Optic Backbone.

Funding Source: National Communications and Information Administration, Department of Commerce.

Amount Requested: \$500,000.

Requesting Entity: Tillamook Lightwave IGA (TLW).

Summary of Project: Tillamook Lightwave is an intergovernmental agency made up of Tillamook County, Tillamook People's Utility District and the Port of Tillamook Bay. For the past thirteen years, TLW has been building out a fiber optic backbone to connect our coastal communities with Clatsop County to our north, Lincoln County to the south, and the Willamette Valley to the east. Although TLW has been successful in constructing these interconnections through participating customer bases, TLW has been unable to construct the link in central Tillamook County between South Prairie and Beaver where there is no customer base. TLW is requesting \$500,000 to complete the engineering, permitting and construction of this link. The South Prairie/Beaver interconnect is critical to TLW, not only because it will enable completion of a NPLS-enabled self-healing ring, but it will also accommodate a needed public safety network connecting all local police, fire, medical, and public works agencies into the emergency operations center.

Other Priority Projects we ask you consider

City of Wheeler ADA Access to City Hall/Community Center.

Funding Source: THUD, EDI, USDA.

Requesting Entity: City of Wheeler, Oregon.

Amount Requested: \$200,000.

Summary of Project: Access to the City of Wheeler City Hall does not meet current building code requirements or ADA standards, and other repairs and

improvements are also needed. Both floors of the building are out of ADA compliance, including access to the upstairs which is the only space in the building large enough to accommodate audience members for City Council and other public meetings. The City is required to make improvements to its ADA access by the U.S. Department of Agriculture Rural Development program as a condition of existing loans to the City for the regional water system, for which Rural Development was the lender. The City of Wheeler has been working to obtain grant funding for city infrastructure improvements, but does not have the matching funds needed to begin the process. The \$200,000 would cover the necessary engineering reports, architectural blueprints and matching capital needed to complete the renovation of the building that houses the Community Center, Public Works Department, municipal archives, meeting room, and City Hall.

City of Tillamook Development of Holistic Watershed Plan for Holden Creek.

Funding Source: Federal Emergency Management Agency (FEMA), Oregon Department of Fish and Wildlife (ODFW), National Oceanic and Atmospheric Administration (NOAA).

Amount Requested: \$200,000.

Requesting Entity: City of Tillamook.

Summary of Project: To develop a holistic watershed plan for Holden Creek—a heavily impacted urban creek suffering from water quality deficiencies, lack of fish passage, and damages caused by flood constriction. The plan needs to take into consideration the geomorphology, hydrology, habitat improvement, elimination of structural impediments, reduction of septage and non-point source pollutants, and development of a linear east-west greenway system. There are several partnerships that have developed with this project that include the City of Tillamook, Tillamook County, Oregon Department of Fish and Wildlife, Tillamook High School, Hampton Lumber Mill, Five Rivers Retirement Center, Tillamook People’s Utility District, Tillamook Estuary Partnership, Tillamook Watershed Council, and Tillamook Bay Habitat and Estuary Improvement District. The configuration of the creek requires a multi-jurisdictional approach with the mouth and headwaters lying within Tillamook County, while the main length of the creek flows through the City. The Master Plan will be spearheaded by the City but would involve all of the aforementioned partnerships along with others made throughout the process.

Tillamook Transportation District Office Roof Replacement.

Funding Source: USDOT – Federal Transit Administration.

Requesting Entity: Tillamook County Transportation District.

Amount Requested: \$190,000.

Project Summary: The Tillamook County Transportation District’s Administrative and Operations Facility located at 3600 3rd Street, Tillamook, Oregon requires maintenance and repair that includes repairing/replacing the roof, upgrading the HVAC, telephone, IT wiring, lighting and carpet and renovating office space to

accommodate existing finance and human resources staff and establish a driver training facility. The facilities roof, wiring for telephone/IT and lighting were installed almost 40 years ago in the mid-1970's while the telephone system and carpeting were installed almost 12 years ago. Meanwhile, the District's finance and human resources staff offices are currently located in poorly lit and ventilated office spaces that are disconnected from the rest of the District's administrative staff. Finally, driver training and safety is a District priority and the District has identified about 600 square feet of office space to convert into a driver training facility and equip it with computers that can access Transportation Safety Institute, the FTA's Rural Transportation Program (RTAP), online driver training programs.

Sincerely,

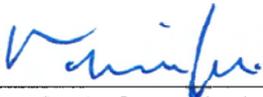
**BOARD OF COMMISSIONERS FOR
TILLAMOOK COUNTY, OREGON**



Mark Labhart, Chairperson



Bill Baertlein, Vice Chairperson



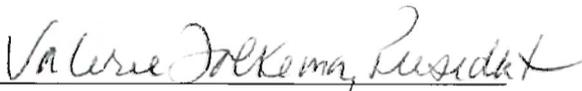
Tim Josi, Commissioner

TILLAMOOK LIGHTWAVE



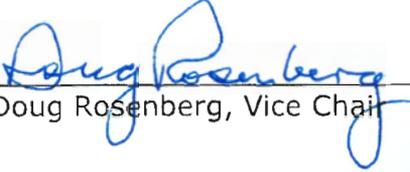
Paul Levesque, President

**PORT OF GARIBALDI
GARIBALDI, OREGON**



Valerie Folkema, President

**TILLAMOOK BAY HABITAT & ESTUARY
IMPROVEMENT DISTRICT**



Doug Rosenberg, Vice Chair

CITY OF WHEELER



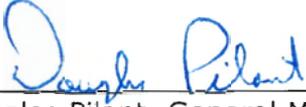
Stevie S. Burden, Mayor

CITY OF TILLAMOOK



Suzanne Weber, Mayor

TILLAMOOK TRANSPORTATION DISTRICT



Douglas Pilant, General Manager

City Council Regular Session

Meeting Date: 02/04/2013

Re: Authorization to Pay Bills

From: Abigail Donowho

Information

Subject:

AUTHORIZATION TO PAY BILLS

Background:

Fiscal Impact

Fiscal Year: 2012/13

Fiscal Impact:

<u>Batch Type</u>	<u>Date</u>	<u>Check Range</u>	<u>Amount</u>
Special Batch	1/25/2013	33199-33200	\$7,489.22
Special Batch	1/29/2013	33201	\$3,818.75
A/P Batch	2/1/2013	33202-33239	\$34,144.88

Attachments

Special Batch 1/25/13

Special Batch 1/29/13

A/P Batch 1/31/13

Accounts Payable

Computer Check Proof List



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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4926 12-12 #1817 12-12 #1817	NW Engineers Reimb Fee Study-Murray Way, Dec '12 Public Works Standards-Dec '12 Check Total:	1,316.25 5,995.00 7,311.25	01/24/2013 01/24/2013	Check Sequence: 1 010-05-53430 021-06-53060	ACH Enabled: No
Vendor:0853 1.17.13	Terry Wright Reimb mi 315@.565-OACP training-TW Check Total:	177.97 177.97	01/24/2013	Check Sequence: 2 010-07-53140	ACH Enabled: No
	Total for Check Run:	7,489.22			
	Total Number of Checks:	2			

Accounts Payable

Computer Check Proof List



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Printed: 01/29/2013 - 8:01 AM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0012 T14.12	Wright & Wright Inc. 1/2 Est. transcript fee Big Rvr vs Tilla Check Total:	3,818.75 3,818.75	01/29/2013	Check Sequence: 1 022-22-53370	ACH Enabled: No
	Total for Check Run:	3,818.75			
	Total Number of Checks:	1			

Accounts Payable

Computer Check Proof List



User: adm
 Printed: 01/31/2013 - 4:07 PM

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Vendor:4387 4136	All Starr Signs 2 reserved parking signs-City Pkg Lot Check Total:	80.00 80.00	02/04/2013	Check Sequence: 2 020-20-53340	ACH Enabled: No
Vendor:2028 Feb 12&13,2013	Shawn Burge' Per diem/3dinner/2ea lunch&dinner-Locate Check Total:	84.00 84.00	02/04/2013	Check Sequence: 3 021-02-53070	ACH Enabled: No
Vendor:6003 410520 410698 411044 62602A	Canon Solutions America Copies W2522-PD, 12/18/12 to 1/18/13 Copies W3522-Front, 12/18/12 to 1/18/13 Copies WZB45-CR, 12/18/12 to 1/18/13 Staples-main copier/printer City Hall Check Total:	80.95 175.22 2.18 42.50 300.85	02/04/2013 02/04/2013 02/04/2013 02/04/2013	Check Sequence: 4 010-10-53240 010-10-53240 010-10-53240 010-10-53240	ACH Enabled: No
Vendor:4478 Jan '13 Stmt-1 Jan '13 Stmt-2 Jan '13 Stmt-3 Jan '13 Stmt-4 Jan '13 Stmt-5 Jan '13 Stmt-6	CenturyLink Communications, In #313702676(503-842-4155) WWTP #313245010(503-842-7706) 12th St Lift St #314146376(503-842-3060) Filter Plant #313364492(503-842-2091) Swr Lift Statio #313436814(503-842-2578) Swr Lift St #426065689(503-842-6152) St Div Check Total:	174.82 43.17 223.42 43.54 43.54 174.12 702.61	02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013	Check Sequence: 5 022-22-53420 022-22-53420 021-01-53420 022-22-53420 022-22-53420 020-20-53420	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4262 1.25.13 Stmt	Charter Communications 503-815-8217, 2/5-3/4/13 Check Total:	154.93 154.93	02/04/2013	Check Sequence: 6 010-01-53050	ACH Enabled: No
Vendor:0102 Jan '13 Stmt-1 Jan '13 Stmt-2 Jan '13 Stmt-3	City Sanitary Service WWTP garbage, Acct 05048, Jan '13 17 City Garbage cans, Acct 04498, Jan '13 Police Garbage, Acct 04248, Jan '13 Check Total:	172.40 277.10 47.00 496.50	02/04/2013 02/04/2013 02/04/2013	Check Sequence: 7 022-22-53210 070-70-53365 010-07-53200	ACH Enabled: No
Vendor:0002 059793 060575 060984 061344 061375 061483	Davison Auto Parts Inc. ENR ELECT Battery-PD Tahoe #7 Anti-corrision undercoat/Wtr mainline pi Wiper blades-Wtr Div Horn&relay,toggle,circuit tester-WW Div Floor dry/clean diesel spill-7th/Main&Pa Rain cutter,fluid oil pump-WW Div Check Total:	4.99 59.96 15.98 43.15 37.50 11.98 173.56	02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013	Check Sequence: 8 010-07-53250 021-06-53020 021-03-53252 022-22-53210 020-20-54070 022-22-53210	ACH Enabled: No
Vendor:4892 Jan 2013	Cheryl Davy Council stipend, Jan 7, 2013 Check Total:	25.00 25.00	02/04/2013	Check Sequence: 9 010-01-53415	ACH Enabled: No
Vendor:4224 15571946/497 15574444/497	Don G. Averill Recycling Inc. 11.07 ton biosolids delivered 10.36 ton biosolids delivered Check Total:	664.20 621.60 1,285.80	02/04/2013 02/04/2013	Check Sequence: 10 022-22-53460 022-22-53460	ACH Enabled: No
Vendor:4990 0200700.1.13 0200700.1.13	Fairview Water District #0200700-4402 3rd Water, Jan 2013 #0200700-4402 3rd Water, Jan 2013 Check Total:	7.90 7.90 15.80	02/04/2013 02/04/2013	Check Sequence: 11 020-20-53420 021-02-53240	ACH Enabled: No
Vendor:4752 Jan 2013	Steve Forster Council stipend, Jan 7 & 22, 2013 Check Total:	50.00 50.00	02/04/2013	Check Sequence: 12 010-01-53415	ACH Enabled: No
Vendor:4776 204944	Graymont Capital Inc. 5.38 tons high calcium hydrated lime-WW	1,603.24	02/04/2013	Check Sequence: 13 022-22-53040	ACH Enabled: No

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Vendor:6038 Jan 2013	Matthew Harris Council stipend, Jan 7 & 22, 2013 Check Total:	50.00 50.00	02/04/2013	Check Sequence: 15 010-01-53415	ACH Enabled: No
Vendor:4378 Jan 2013	Doug Henson Council stipend, Jan 7 & 22, 2013 Check Total:	50.00 50.00	02/04/2013	Check Sequence: 16 010-01-53415	ACH Enabled: No
Vendor:6048 Feb 12&13,2013	Dale Hickman Per diem/3dinner/2ea lunch&dinner-Locate Check Total:	84.00 84.00	02/04/2013	Check Sequence: 17 021-02-53070	ACH Enabled: No
Vendor:4301 CITY.01.22.13 CITY.01.22.2013	Jane Scott Video Productions Video taping CC mtg 1/7&22/13 Video taping CC mtg 12/3/12 Check Total:	550.00 275.00 825.00	02/04/2013 02/04/2013	Check Sequence: 18 010-01-53050 010-01-53050	ACH Enabled: No
Vendor:6051 Feb 12&13, 2013	David Kyte Per diem/3dinner/2ea lunch&dinner-Locate Check Total:	84.00 84.00	02/04/2013	Check Sequence: 19 021-02-53070	ACH Enabled: No
Vendor:0958 Jan 2013	Joseph Martin Council stipend, Jan 7 & 22, 2013 Check Total:	50.00 50.00	02/04/2013	Check Sequence: 20 010-01-53415	ACH Enabled: No
Vendor:4440 1022.1.13 1023.1.13	Mary Veek-Kendrick Wastewater janitorial, Jan '13 Police Janitorial, Jan '13 Check Total:	400.00 250.00 650.00	02/04/2013 02/04/2013	Check Sequence: 21 022-22-53210 010-07-53200	ACH Enabled: No
Vendor:0889 14601	Med-Tech Resource, Inc. 6 varied NARK drug test kits-PD	167.04	02/04/2013	Check Sequence: 22 010-07-53270	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	167.04			
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Vendor:4041 38402	Northstar Chemical, Inc. 2938.61gal bulk sodium hypochlorite-WW D Check Total:	4,154.05 4,154.05	02/04/2013	Check Sequence: 24 022-22-53040	ACH Enabled: No
Vendor:4656 300427	Norwest Safety Oxygen meter sensor-Wtr Div Check Total:	266.90 266.90	02/04/2013	Check Sequence: 25 021-02-53250	ACH Enabled: No
Vendor:4081 094391 094391 094391 094391 094520 159069 159529 160362 228680 228680 228680 228680 228680 228680 228680 947013	OfficeMax Incorporated Blue & Red ink for stamps-MT 6x9 env-Bus Lic Certificate portion 6x9 envelopes-Adm portion 6x9 envelopes-WW Div portion Dated Received stamp-MT Post-its,ppr plates,CDenv,plaques-PD (4) Black award plaques - PD (3) 100pk CDR - PD Portion of paper Portion of paper Portion of paper & pens-Planner Portion of paper Portion of paper Portion of paper Portion of paper 3 bxs folders,12 legal pads,tape disp Check Total:	3.60 20.19 6.73 6.73 12.58 202.55 43.76 60.21 39.89 4.35 34.43 0.74 2.32 9.23 66.74 514.05	02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013	Check Sequence: 26 010-03-53270 070-70-53365 010-03-53270 022-22-53270 010-03-53270 010-07-53270 010-07-53270 010-07-53270 010-03-53270 021-02-53270 010-05-53270 022-22-53270 020-20-53230 010-01-53270 010-03-53270	ACH Enabled: No
Vendor:4947 T63267	Pacific Office Automation Blk toner ctg,Wtr office,less cr. Check Total:	101.84 101.84	02/04/2013	Check Sequence: 27 021-02-53270	ACH Enabled: No
Vendor:4118 779424	Polydyne, Inc. 2300 lb tote clarifloc-WW Div	2,645.00	02/04/2013	Check Sequence: 28 022-22-53040	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	2,645.00			
Vendor:4688 50529429-1.22.1	Protection One Alarm Monitorin Security Service 2/17 to 3/16/13 Check Total:	54.95 54.95	02/04/2013	Check Sequence: 29 010-07-53240	ACH Enabled: No
Vendor:4391 Feb 2013	Robert W. Riggert Property Purchase Pmt 88/2302 3rd St Check Total:	2,108.00 2,108.00	02/04/2013	Check Sequence: 30 070-70-54030	ACH Enabled: No
Vendor:0407 1212-616182 1212-617226 1301-619757 1301-621649 1301-621910 1301-622260 1301-622523 1301-622940 1301-624764 1301-624870 1301-624912 1301-625144 1301-625180 1301-627607 1301-628901 1301-629535 1301-630772	Rosenberg Builder's Supply Inc B&D mouse sander,sandpaper,less cr-WW Di 4 tube T-8 ballast-PD computer room (4) 60# concrete mix-sign @ 12th&Evergrn Drill bit set,screw removal sets,etc-WW Sponge weatherstrip-Shop door Washers,nuts,bolts-signs/St Div Materials/heavy duty table for Shop (3)2x4-8/bench braces-City Shop (10) 60# concrete mix/East&Jr High signs PVC Fittings-WW Div Nuts & bolts-Signs/St Div F/G Handle post hole digger-St Div (2) Quad caulk cedar-Carnahan RR roof Materials for City shop sign Heavy paper towels for shop restroom Eye bolt w/nut,washers-WW Div (12) 10oz cleaners-WW Div Check Total:	40.64 32.99 11.56 83.03 2.79 72.97 144.67 8.34 28.90 4.98 51.98 37.99 15.98 134.00 5.16 3.92 116.28 796.18	02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013	Check Sequence: 31 022-22-53230 010-07-53270 020-20-53340 022-22-53230 020-20-53200 020-20-53340 020-20-53200 020-20-53200 020-20-53340 022-22-53230 020-20-53340 020-20-53230 020-20-53250 020-20-53200 020-20-53200 022-22-53230 022-22-53230	ACH Enabled: No
Vendor:4728 Jan 2013	John Sandusky Council stipend, Jan 7 & 22, 2013 Check Total:	50.00 50.00	02/04/2013	Check Sequence: 32 010-01-53415	ACH Enabled: No
Vendor:0525 Dec'12 Dec'12 Dec'12 Dec'12 Dec'12	Tillamook Co. Treasurer Portion County Phone Bill, Dec 2012 Portion County Phone Bill, Dec 2012	8.25 69.82 8.25 81.16 21.39	02/04/2013 02/04/2013 02/04/2013 02/04/2013 02/04/2013	Check Sequence: 33 022-22-53420 010-07-53420 020-20-53420 010-03-53420 021-01-53420	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	188.87			
Vendor:0505	Tillamook Motor Company			Check Sequence: 34	ACH Enabled: No
92965	Swap hoods w/County car-E227839	59.40	02/04/2013	010-07-53250	
93143	Bad steering noise,wheel align-E227839	657.74	02/04/2013	010-07-53250	
	Check Total:	717.14			
Vendor:0510	Tillamook PUD			Check Sequence: 35	ACH Enabled: No
Jan '13 Stmt-1	12874, 3497 Kephart Rd Well 1	44.12	02/04/2013	021-05-58110	
Jan '13 Stmt-10	19915, Lift Station Front Street	79.20	02/04/2013	022-22-53430	
Jan '13 Stmt-11	74209, City Lights	2,611.30	02/04/2013	020-20-53430	
Jan '13 Stmt-12	20274, 4th & Main-Traffic Lights	48.98	02/04/2013	020-20-53430	
Jan '13 Stmt-13	20304, 3rd & Main-Signals	35.07	02/04/2013	020-20-53430	
Jan '13 Stmt-14	20306, 3rd & Pacific Signals	32.33	02/04/2013	020-20-53430	
Jan '13 Stmt-15	20414, 210 Laurel Ave, City Hall	446.82	02/04/2013	010-10-53430	
Jan '13 Stmt-16	20415, 210 Laurel Ave, City Hall	382.57	02/04/2013	010-10-53430	
Jan '13 Stmt-17	20432, 1st & Main Avenue	50.35	02/04/2013	020-20-53430	
Jan '13 Stmt-18	35062, Marine Park Front Street	25.21	02/04/2013	020-20-53430	
Jan '13 Stmt-19	35427, Brookfield Rd Lift Station	137.63	02/04/2013	022-22-53430	
Jan '13 Stmt-2	15557, Lift Station 12th & Laurel	883.78	02/04/2013	022-22-53430	
Jan '13 Stmt-20	53747, Wilson Rv Lp & Hwy 101 N Sgnl	72.95	02/04/2013	020-20-53430	
Jan '13 Stmt-21	65596, 2302 3rd St, Police Station	179.98	02/04/2013	010-07-53420	
Jan '13 Stmt-22	75272, 210 Laurel, Transit Cntr	275.08	02/04/2013	010-10-53430	
Jan '13 Stmt-23	78075, 845 3rd St, WWTP	4,598.82	02/04/2013	022-22-53430	
Jan '13 Stmt-24	6779, 7995 Killam Crk Rd	276.42	02/04/2013	021-04-53430	
Jan '13 Stmt-25	85596, 1815 1st, pkg lot	55.70	02/04/2013	020-20-53430	
Jan '13 Stmt-26	89053, 4402 3rd St	134.98	02/04/2013	021-02-53240	
Jan '13 Stmt-26	89053, 4402 3rd St	134.98	02/04/2013	020-20-53430	
Jan '13 Stmt-3	16663, Restrooms Goodspeed Park	46.03	02/04/2013	020-20-53430	
Jan '13 Stmt-4	16664, Goodspeed Park	25.27	02/04/2013	020-20-53430	
Jan '13 Stmt-5	16709, 4th & Pacific signals	38.91	02/04/2013	020-20-53430	
Jan '13 Stmt-6	17498, Meadow Avenue	43.56	02/04/2013	022-22-53430	
Jan '13 Stmt-7	17975, 3610 Alder Lane Well #3	2,790.29	02/04/2013	021-05-58130	
Jan '13 Stmt-8	17990, 3809 Alder Lane Well #2	1,034.48	02/04/2013	021-05-58120	
Jan '13 Stmt-9	18512, 9th Street Park	25.00	02/04/2013	020-20-53430	
	Check Total:	14,509.81			
Vendor:0511	Tillamook Tire Service, Inc.			Check Sequence: 36	ACH Enabled: No
K04235	Flat repair on sweeper 1.24.13	20.90	02/04/2013	020-20-53210	
	Check Total:	20.90			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4381 Jan 2013	Suzanne Weber Council stipend, Jan 7 & 22, 2013 Check Total:	50.00 50.00	02/04/2013	Check Sequence: 37 010-01-53415	ACH Enabled: No
Vendor:6044 1.28.13-PW	Paul Wyntergreen Mileage reimb Rails&Trails mtg, 114@.565 Check Total:	64.41 64.41	02/04/2013	Check Sequence: 38 010-03-53400	ACH Enabled: No
	Total for Check Run:	34,144.88			
	Total Number of Checks:	38			