AGENDA
REGULAR CITY OF TILLAMOOK COUNCIL MEETING
~ MONDAY, JUNE 4, 2012 AT 7:00 P.M. ~
TILLAMOOK CITY HALL, 210 LAUREL AVENUE
www.tillamookor.gov

6:00 P.M. EXECUTIVE SESSION: Property Negotiations/Litigation/Personnel

7:00 P.M. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES: May 21, 2012

PROCLAMATIONS: None

PRESENTATIONS:

1. Beautification Award
2. FEMA Community Rating Award

CITIZENS HEARING/AUDIENCE COMMENTS – Non Agenda Items

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

PUBLIC HEARINGS: None

NEW BUSINESS:

1. Fawcett Creek Fish Ladder MOU
2. Asphalt Bids
3. Post-Tsunami Drill Surveys (verbal report)

PENDING BUSINESS:

1. TRT Policies
2. Old Safeway Building Demolition Bid Award

LEGISLATIVE:

1. Resolution #1605 - Tillamook Farmers' Market
2. Resolution #1606 - Right of Way Permits
3. Resolution #1607 - Amendment of Planning Fees

COUNCIL CONCERNS – Non-Agenda Items

MONTHLY REPORTS:

1. City Planner
2. Police Chief
3. Public Works Director

4. Mayor – verbal report

COMMITTEE REPORTS:

1. Finance Committee (verbal report)

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

1. Cancellation of Delinquent County Taxes

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.

City Meetings for June 2012:

1. Finance Committee, Monday, June 4, 2012 @ 2:00 p.m.
2. Planning Commission, Thursday, June 7, 2012 @ 7:00 p.m.
3. Tillamook Urban Renewal Agency (TURA): June 13, 2012 @ 5:30 p.m.
4. Beautification Committee: June 12, 2012 @ 10:00 a.m.
5. Association Committee: June 12, 2012 @ 5:30 p.m.
6. Public Works Committee: June 14, 2012 @ 10:30 a.m.
7. City Council: Monday, June 18, 2012 @ 7:00 p.m.

Other Events or Meetings for June 2012:

1. "Company's Coming" City Clean-Up Day: Saturday, June 16, 2012
2. Stakeholder Meeting for Highway 6 Project: at TBCC on June 7, 2012 @ 5:00 p.m.

POSTED: June 1, 2012

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

CITY OF TILLAMOOK

City Hall, 210 Laurel Avenue

City Council Meeting Minutes

Monday, May 21, 2012

I. CALL TO ORDER

Mayor Weber called to order the regular meeting of the **Tillamook City Council** at **7:00 p.m.** on **Monday, May 21, 2012** in **City Hall at 210 Laurel Avenue in Tillamook, Oregon**.

II. ROLL CALL

Court Clerk Lynda Casey 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
Arley Sullivan, Public Works Director
Lynda Casey, Court Clerk (for City Recorder)

III. AGENDA

The posted agenda for the meeting of May 21, 2012 is attached and by this reference is made a part of the record.

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

a) Flower Basket Watering Bid (Exhibit A)
b) Memo from City Manager regarding the City Storm Drainage Outfall and Easement Issues (Exhibit B)
c) City Recorder Monthly Report (Exhibit C)
d) Update on Farmer's Market Separation from TRA (Exhibit D)
e) Memo to Council from Mayor and Council President (Exhibit E)
f) Postponement Request from TRA for Street Closure Agenda Item (Exhibit F)
g) Photo of downtown storefront—RoxieZ Body Art (Exhibit G)
h) Latimer Quilt and Fiber Festival Advertisement Bookmark (Exhibit H)

V. MINUTES

Council minutes for May 7, 2012 Regular City Council Meeting and May 8, 2012 Special Emergency City Council Meeting were provided in Council Packets. **Councilor Davy moved to approve the minutes for May 7, 2012 and May 8, 2012 as submitted. Councilor Forster seconded. The minutes were approved as submitted in Council packets unanimously by Council seated.**

VI. NEW BUSINESS

a) **Tillamook Farmer's Market Request for Street Closures**—After discussion with **Market Manager Wyntergreen,** the Council will entertain a resolution for the request street closure at the next Council meeting.

b) **TRA Request for Street Closure**—Decision on the request brought by TRA Board Chairperson Sue Miller was postponed until the next Council meeting.

c) **City/County IGA for Justice Court to Perform as Municipal Court**—After discussion with Justice Court Judge Lemery and Municipal Court Clerk Casey, **Councilor Sandusky moved to approve the Intergovernmental Agreement for Tillamook County Justice Court to perform as the City Municipal Court. Councilor Davy seconded. Motion carried unanimously by Council seated.**

d) **City/TURA IGA for Administrative Services**—After review of the changes to the IGA between the Tillamook Urban Renewal Agency and the City, **Councilor Forster moved to approve the IGA with TURA for Administrative Services. Councilor Sandusky seconded. Motion carried unanimously by Council seated.**

e) **Safeway Demolition Bid Award**—City Staff recommended that the bids received for the demolition of Safeway property be rejected due to bidding irregularities. After discussion, **Councilor Sandusky moved to accept the staff recommendation to reject all bids received and re-start the bidding process for the demolition. Councilor Harris seconded. Motion carried unanimously by Council seated.** A new call for bids will commence immediately.

f) **Right-of-Way Use Permits—City Manager Wyntergreen** presented the Right-of-Way Use Permit process to the Council as laid out by City Planner Mattison. Discussion regarding the proposed changes followed. **Wyntergreen** will return to the next meeting with a resolution for the Council that includes all changes discussed.

g) **Storm Drain Master Plan—Public Works Director Sullivan** presented the updated Storm Drain Master Plan, noting that Ordinance number 1204 purposed to adopt the original plan, dated October *2004 and any subsequent amendments*. After discussion with Council, **City Manager Wyntergreen** the plan amendment be deferred until the June 18th meeting to allow time for the Holden Creek Group to review and weigh in on the changes.

h) **Notice of Intent for Transportation Grant—City Manager Wyntergreen** proposed that the City apply, in conjunction with TURA, for a transportation grant offered though the Oregon Bicycle and Pedestrian Program and Transportation Enhancement Program. The pre-application is due by June 6, 2012, and if accepted, the full application will be due in December of 2012. The Council reached a consensus for the City to file as a co-applicant with TURA for the grant.

i) **Performance Compensation for City Manager—Councilor Davy moved to approve a one-time $5000 performance compensation bonus for City Manager Wyntergreen, payable before the end of the fiscal year. Councilor Forster seconded. Motion carried unanimously by Council seated.**

j) **Additional Item to Add to Agenda—Councilor Forster moved to place the flower basket watering bid award on the agenda. Councilor Harris seconded. Motion carried unanimously by Council seated.**

k) **Annual Flower Basket Watering Bid Award—Mayor Weber** noted that only one bid was received from Lonnie Jenck for the placement, watering, care, and removal of flower baskets in the downtown area. **Councilor Henson moved to accept the watering bid from Lonnie Jenck for $9000.00, including the new parameters of placement and removal of the baskets. Councilor Sandusky seconded. Motion carried unanimously by Council seated.**

VII. COUNCIL CONCERNS

a) **Councilor Martin** announced that AARP will be having a 55-Alive class and encouraged all individuals 55 and older to attend as the class extends a possibility of lower insurance premiums for attending. **Martin** also brought up concerns regarding the Tillamook Police department answering calls outside of the City limits. Discussion followed.

b) **Councilor Davy** noted that she is working with Chamber Director Justin Aufdermauer on store fronts in the downtown district. She thanked the business owners for their participation.

c) **Councilor Henson** expressed concern with pale-colored façades on Main Street and inquired about the color palate that was originally discussed for the downtown area. **Wyntergreen** noted that colors are not enforceable at this time due to the language of the ordinance. It could be time for the Council to look at a design standard process for the downtown area. **Henson** also stated that he is largely in support of keeping the Downtown Resource Aid position for code enforcement. He would appreciate further research into the budget for funding in order to keep the position.

Mayor Weber will have both the Finance and Personnel Committees look at the current budget for funds (if any) to save the position. **Mayor Weber** noted she will look into the TLC building purchase as a source of revenue generation after other options are looked into.

VIII. MONTHLY REPORTS

a) **City Manager—City Manager Wyntergreen** reported that the Goodwill project made it through the Planning Department and work is to begin this summer. There will be a Tsunami drill on May 23. 2012 at 1:00 p.m. A Supervisor's meeting is scheduled for May 24, 2012 to discuss expenditures.

b) **City Recorder—City Recorder Donowho's** monthly report was sent by email and included in delivery of Council Packets.

c) **Mayor—Mayor Weber** announced that Latimer Quilt and Textile Center's bi-annual quilt show will be on May 26th and 27th. She received letters of appreciate from the fourth graders at t eh Nazarene Church—they have requested two things: 1. A Dairy Queen in Tillamook, and 2. A water park. The City clean-up day, "Company's Coming," is scheduled for June 2, 2012. The **Mayor** asked that everyone exercise patience as they are driving and encounter the construction on Third Street. Another positive note was all motel rooms were full this past weekend. The Stakeholder meeting for the Highway 6 project will be on June 7, 2012 at TBCC from 5:00-7:00 p.m.

IX. COMMITTEE REPORTS

a) **Associations Committee—Councilor Davy** reported the Associations Committee and again noted the upcoming City Clean-Up and the work being done in conjunction with store owners downtown. The next meeting will be held on June 12, 2012 at 5:30 p.m. in City Hall.

X. 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 amount:

GENERAL CHECKING ACCOUNT

BATCH TYPE	DATE	CHECK RANGE	AMOUNT PAID
Special Batch	5/10/2012	32250-32252	$ 598,541.92
Special Batch	5/18/2012	32293	$ 77.00
A/P Batch	5/18/2012	32253-32292	$ 65,816.67
Special Batch	5/21/2012	32294	$ 400.00

XI. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **9:15 p.m.**

Minutes approved by:

Suzanne Weber, Mayor Date

Minutes submitted by:

Abigail Donowho, City Recorder Date

Property Improvement and Beautification Award

Presented to

Ed and Lola Martindale

located at
503 Linden Drive in Tillamook

Voted the Most Improved Property and Landscape
by the City of Tillamook in May 2012

Signed and dated this 4th day of June, 2012

Suzanne Weber

Mayor Suzanne Weber

Councilor Steven Forster, Ward 4

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141

To: Honorable Mayor and City Council

From: Executive Assistant Debbi Reeves

Date: May 23, 2012

Re: National Flood Insurance Program (NFIP) Community Rating System (CRS) Award

---

Karen Wood-McGuiness and Denise Atkinson, FEMA Mitigation Division came into City Hall with this award to the City of Tillamook for participation in the NFIP Community Rating System.

For several months FEMA Senior NFIP Specialist John Graves and I have been trying to get FEMA Regional Administrator Ken Murphy here to make the presentation. Because of Mr. Murphy's schedule we were unable to do so.

Ms. Wood-McGuiness and Ms. Atkinson thanked the City for their continued participation in the CRS program. This program has given city residents a credit reduction in flood insurance premium for many years. This new award brings the incentive credit to a 15% reduction in flood insurance premiums for city residents in a Special Flood Hazard Area and the city is now at a Class 7. The prior classification was an 8.

The CRS classification is evaluated every 5 years. Documentation is required and verified by NFIP. Some of the documentation includes flood information letters to business owners, insurance agencies, financial institutions, public meetings for awareness, publications, newspaper articles, and other types of public outreach. Every year City Planner Dave Mattison spends 20 to 30 hours of time on CRS documentation which must be provided to a CRS Coordinator for each five year evaluation. Without proper documentation the city would lose this credit for flood insurance premiums resulting in higher flood premiums for city residents.

All residents of the City of Tillamook who are located in a flood hazard area need to be aware of this credit and the amount of work that goes into obtaining and keeping the credit. Residents should also make sure they are receiving the credit if they have flood insurance.

Thank you.

MEMORANDUM OF UNDERSTANDING
REGARDING THE
FAWCETT CREEK FISH PASSAGE AND SCREENING PROJECT

This agreement is made and entered into in duplicate originals this _____ day of June 2012 by and between the Tillamook Bay Watershed Council, hereinafter referred to as "COUNCIL" and the City of Tillamook, hereinafter referred to as "CITY".

RECITALS

The CITY and the COUNCIL have voluntarily agreed to work together on restoring fish passage on Fawcett Creek in the Tillamook Bay Watershed. The Fawcett Creek Fish Passage and Screening Project will:

1. Open 2.5 miles of additional salmon habitat
2. Replace the CITY's Fawcett Creek water diversion facility

Oversight of the project will be completed by both the CITY and COUNCIL.

The COUNCIL submitted grant applications to the Oregon Watershed Enhancement Board (OWEB) and Oregon Department of Fish and Wildlife (ODFW) and a funding request to US Fish and Wildlife Service (FWS). The COUNCIL has received an OWEB Restoration and Enhancement grant for $390,204.00, two ODFW grants totaling $56,742.00 and a FWS grant for $110,016.70 for project implementation. The COUNCIL is the Project Manager and Fiscal Agent for the grants.

As Fiscal Agent, the COUNCIL is administering all contracts associated with the project. Funds to support these contracts are supported by the COUNCIL's OWEB, ODFW and FWS grants.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing and of the mutual promises and undertakings hereinafter set forth, the parties agree as follows:

1. Statement of Project

   1.1 Based on the preliminary cost estimates, funds are currently available within the budget of the COUNCIL to cover all project costs. Implementation of this project will:

   Replace the Fawcett Creek water diversion facility, adding a fish ladder, new screens and moving the settling pond.

   1.2 The project completion date is October 1, 2012.

2. Rights, Duties and Obligations of the COUNCIL:

2.1 The COUNCIL shall act as project manager and fiscal agent for the OWEB, ODFW and USFWS grants.

2.2 The COUCIL shall manage the bidding process, selection of contractor, and manage the contracts for the project.

2.3 The COUNCIL shall be responsible for writing and submitting all progress, final, and monitoring reports, including photo points, as required by grantors.

3. Rights, Duties and Obligations of the CITY:

3.1 The CITY shall provide $75,000 in match to the project.

3.2 The CITY shall ensure the overall long-term integrity of the project by following the Operations and Maintenance Manual and implementing necessary maintenance to appropriately operate the fish ladder and screens.

3.3 The CITY shall provide project oversight during construction.

3.4 The CITY shall provide the COUNCIL with any information needed to meet grant reporting requirements as pertaining to project implementation.

6. TERMINATION. Up until execution of a contract between the construction contractor and the COUNCIL, this agreement shall terminate upon the request of any party (COUNCIL or CITY), after giving the other parties 90 days advance notice. Following execution of a contract between CONTRACTOR and the COUNCIL, this agreement shall terminate only after mutual agreement between COUNCIL and CITY.

7. INDEMNITY. Each party shall indemnify and hold harmless the other parties from all claims, costs, damages, or expenses of any kind, including attorneys' fees and other costs and expenses of litigation, for personal or property damage arising out of that party's performance or non performance required by this AGREEMENT.

8. GENERAL PROVISIONS.

8.1 MODIFICATION. The rights and duties under this AGREEMENT shall not be modified, delegated, transferred or assigned, except upon the written-signed consent of the parties. Prior to any modification of this agreement notice shall be provided to both parties at least 10 days in advance.

8.2 ATTORNEYS' FEES. Attorney fees, costs and disbursements necessary to enforce this agreement through mediation, arbitration and/or litigation, including appeals, shall be awarded to the prevailing party, unless otherwise specified herein or agreed.

8.3 LEGAL REPRESENTATION. In entering into this agreement, each party has relied solely upon the advice of their own attorney. Each party has had the opportunity to consult with counsel or now waives that right. Each party represents and warrants to the other that they are fully satisfied with the representation received from their respective attorneys.

8.4 NOTICES. Any notice required or permitted under this AGREEMENT shall be in writing and deemed given when:

8.4.1 actually delivered, or

8.4.2 three days after deposit in United States certified mail, postage prepaid, addressed to the other party at their last known address.

8.5 LANGUAGE. The headings of the contract paragraphs are intended for information only and shall not be used to interpret paragraph contents. All masculine, feminine and neuter genders are interchangeable. All singular and plural nouns are interchangeable, unless the context requires otherwise.

8.6 INTEGRATION. This AGREEMENT supersedes all prior oral or written agreements between the parties regarding this site. It represents the entire agreement between the parties. Time is of the essence in all terms, provisions, covenants, and conditions in this agreement.

8.7 SAVINGS. Should any clause or section of this AGREEMENT be declared by a court to be void or voidable, the remainder of this AGREEMENT shall remain in full force and effect.

8.8 JURISDICTION; LAW. This AGREEMENT is executed in the State of Oregon, and is subject to Tillamook County and Oregon law and jurisdiction. Venue shall be in Tillamook County, Oregon, unless otherwise agreed by the parties.

Acknowledgment: EACH PARTY REPRESENTS TO THE OTHER BY THEIR SIGNATURES BELOW THAT EACH HAS READ, UNDERSTANDS, AND AGREES TO ALL COVENANTS, TERMS AND CONDITIONS OF THIS AGREEMENT. EACH PARTY REPRESENTS TO THE OTHER TO HAVE THE ACTUAL AND/OR APPARENT AUTHORITY TO BIND THEIR RESPECTIVE LEGAL PERSONS, CORPORATE OR OTHERWISE, IN CONTRACT.

TILLAMOOK BAY WATERSHED COUNCIL

DATED THIS _____ DAY OF _____, 2012.

By _____
Denise Lofman, Executive Director

CITY OF TILLAMOOK

DATED THIS _____ DAY OF _____, 2012.

By _____

Title _____

2012 TILLAMOOK CITY
ASPHALT UNIT BID SHEET

I ,the undersigned, shall provide Tillamook City compacted Class "C" asphalt and CCS-1 emulsion tack coat in place, during the period beginning July 1, 2012 to June 30, 2013 as specified in the Call for Bids published in the "Headlight Herald" on May 2, 2012 the following prices.

I, the undersigned, shall comply with the Oregon Prevailing Wage rates as published by BOLI, effective July 1, 2012, as referenced in this bid packet.

Class "C" Compacted Asphalt 1250 tons light lift + 1 inch	$ 82.75 per ton
CSS-1 Tack Coat .06 gal/sq.yd.	$ 1.60 per sq.yd.
Class "C" Compacted Asphalt 600 ton med. Lift + 2 inches	$ 81.75 per ton
CSS-1 Tack Coat .04 gal/sq.yd.	$ 1.55 per sq.yd.
Class "C" Compacted Asphalt 2 lifts 100 tons heavy + 3 inches	$ 82.75 per ton
CSS-1 Tack Coat .04 gal/sq.yd.	$ 1.55 per sq.yd.

BIDDER

The name of the bidder submitting this bid is:

CLAY E. COOK

Doing business at: S-C PAVING COMPANY

Signature: Clay E Cook

Date: 05-22-2012

CC

2012 TILLAMOOK CITY ASPHALT UNIT BID SHEET

I ,the undersigned, shall provide Tillamook City compacted Class "C" asphalt and CCS-1 emulsion tack coat in place, during the period beginning July 1, 2012 to June 30, 2013 as specified in the Call for Bids published in the "Headlight Herald" on May 2, 2012 the following prices.

I, the undersigned, shall comply with the Oregon Prevailing Wage rates as published by BOLI, effective July 1, 2010, as referenced in this bid packet.

			Previous	% Inc.
Class "C" Compacted Asphalt 1250 tons light lift + 1 inch	$ 82.75	per ton	**$ 81.50**	**1.5%**
CSS-1 Tack Coat .06 gal/sq.yd.	$ 1.60	per sq.yd.	**$ 1.30**	**23.0%**
Class "C" Compacted Asphalt 600 ton med. Lift + 2 inches	$ 81.75	per ton	**$ 80.50**	**1.5%**
CSS-1 Tack Coat .04 gal/sq.yd.	$ 1.55	per sq.yd.	**$ 1.25**	**24.0%**
Class "C" Compacted Asphalt 2 lifts 100 tons heavy + 3 inches	$ 82.75	per ton	**$ 80.50**	**2.8%**
CSS-1 Tack Coat .04 gal/sq.yd.	$ 1.55	per sq.yd.	**$ 1.25**	**24.0%**

MEMO

CITY OF TILLAMOOK

Date May 30, 2012

To: City Council

From: Paul Wyntergreen

Subject: Finance Committee's recommendation regarding use of TRT funds

---

At the Finance Committee meeting last week, after extensive discussion which included lowering projected receipts for next year and conceptual debate as to how to generate the most tourism benefit for the dollars, a unanimous recommendation was made to discontinue the Grant Program.

This freed up the remainder of the post-2003 rate increases of 3% which are State-regulated and must be dedicated for use on Tourism Promotion or Facilities (70% minus the dedicated Chamber portion); these would have been the funds from which to conduct a grant program. This amount is currently estimated at $32,277.

Therefore, following the first recommendation, the Committee made a second recommendation on a 2-to-1 vote that those funds be placed into a reserve line so that they can build over time for tourism-related capital projects.

The minority vote on this second issue favored dedicating those remainder funds to the Chamber for additional promotion.

If the Council accepts the Finance Committee's recommendation, the resulting policy will be brought back on July 18th as a resolution.

Tillamook Area Chamber of commerce

5/31/2012

Subject: Chamber Proposal for TRT

Dear Councilors,

Over the past 4 years the transient room tax has seen a significant decline; adjusting and taking into account the increase in tax. Attached you will find a projection that the Chamber feels is a viable increase to achieve over the next five years. Key points about this projection: this projection does not take into account the steady decline of TRT (which has been as high as a 15% drop in one year), it is figured on a steady incline of total tax of 2.5% annually, and it nets approximately $197,000 to the city in un-restricted funds and nearly $92,000 for tourism promotion over the five year period.

At the current numbers, if there is not decline in TRT, the proposal of holding funding in a "reserve fund" for "a large project" will have a net loss to the city of approximately $23,000 compared to our projected increase of 2.5%.

The Chamber feels that an average increase of 2.5% annually is a viable and significant projection. This benchmark is easily measured though the annual Dean Runyan Report and the tracking of additional information on local lodging. It would be expected of the City of Tillamook to review progress annually, with an overview of performance after the five year period to determine whether these benchmarks have been achieved; or performance is acceptable to council. If it is determined that neither of these are the case the Chamber would then forfeit the 1.1% increase; retaining the current 1% for visitor center operations.

The Tillamook Area Chamber of Commerce proposes that the City of Tillamook allocate an additional 1.1%, for tourism promotion, for a period of five years to the Chamber. We request the approval of the Chambers proposal based on the attached data and previous presentations of how we can use these funds to leverage others with our existing network and expertise.

Sincerely,

Justin Aufdermauer
Executive Director
Tillamook Area Chamber of Commerce

Based on a 2.5% Annual Increase	315,000	322,875	330,346	339,220	347,701	356,393	
General Fund	248,850	255,071	260,973	267,984	274,684	281,550	1,840,767
Chamber 2.1%	66,150	67,804	69,373	71,236	73,017	74,843	422,423
New Model - Stagnant	315,000	315,000	315,000	315,000	315,000	315,000	
General Fund	248,850	248,850	248,850	248,850	248,850	248,850	1,744,350
Chamber 1%	31,500	31,500	31,500	31,500	31,500	31,500	157,500
Tourism Regulated 1.1%	34,650	34,650	34,650	34,650	34,650	34,650	173,250
							330,750

The chambers proposal provides :

196,012 Net Gain to City General Fund	91,673 Net Gain to Tourism Promotion	Keeping the money in reserves results: 22,762 Net Loss to City

City of Tillamook
210 Laurel Ave.
Tillamook, OR 97141

Memo

To: **Paul Wyntergreen, City Manager**
From: **Arley Sullivan, Director**
Date: **1 June 2012**
Re: **Old Safeway Demo**

As directed I contacted the three contractors that bid on the old Safeway Demolition Project and invited them to re-bid on the Schedule "A" portion only. This was done verbally.

The results are:	Schedule "A" only
Don Averill Trucking	$149,750.00
Custom Excavating	$192,500.00
Earthworks Excavating	Non-responsive

Attachments - two

PAUL —

Arley Sullivan

From: Alex Raichl <alex.trailsend@gmail.com>
Sent: Thursday, May 31, 2012 9:14 AM
To: Arley Sullivan
Subject: Re: S35C-412052407500.pdf - Adobe Acrobat Professional

Hey Arley,

This is what we came up with. Custom excavating would cut and cap all utilities. We would take out drainage pipe under building and cap it off inside the footprint of the building since we will not be do any work outside the footprint. We will remove all asbestos with a licenced sub contractor. We would demo the building recycling all that is feasible and grind up or crush the rest of the material for recycling purposes and clean up. We would also fill in the basement or or footings with concrete rock,or fill type materials, what ever is available and then in addition to that we would put down 6 inches of good clean dirt, compost, topsoil,like material that would be able to grow vegetation with proper seeding and watering. Our price would be $192,500.00.If there is any unknown work under ground there would be a change in price or if elevations of fill or if we have to save wood or do anything that is not in scope of what we discussed there would be a change in price. We are able to start asap if necessary to help with demo dead lines if you have any. If we can help in any other way please call thank you. Alex

On Wed, May 30, 2012 at 12:25 PM, Arley Sullivan <asullivan@tillamookor.gov> wrote:

Alex,

Please find attached the Asbestos Survey Report for the old Safeway Store site.

We are requesting you to rebid on the Schedule A portion only which is demo of the old store building located at 955 N. Main in Tillamook, Oregon. The overall size of the building is 200' x 200' or 40,000 sq. ft. nominal. The construction is concrete tilt up walls. And the cavity that is left after removal of the drain system under the structure is to be filled to grade with crushed rock, concrete and other stabilizing material. The final grade material is to be clean dirt for growing of grass. Your e-mail "lump sum" quote is fine. This info is to go before the City Council on Monday, June 4th.

Thank you for your timely response.

Arley Sullivan

Public Works Director

asullivan@tillamookor.gov

Ph. 503-842-2472, Ext. 3446

Cell: 503-812-8801

--

Alex Raichl
Manager
Custom Excavating by Dean Larson Inc.
2060 S.E. Airport Lane
Warrenton, Oregon 97146
503.861.6030 Office
503.861.4341 Fax
503.741.6867 Cell
alex@trailsendrecovery.com
www.TrailsEndRecovery.com

DISCLAIMER: CONFIDENTIALITY NOTICE TO RECIPIENT
This email (including attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521, is confidential and may be legally privileged (including, without limitation, attorney-client privilege). If you are not the intended recipient, you are hereby notified that any retention, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this message in error, please notify the sender, and delete it immediately.

CITY OF TILLAMOOK
PROPOSAL FOR THE DEMOLITION PROJECT

SECTION B

Don G. Averill
Name of Bidder

In compliance with your legal Notice to Bidders for the City of Tillamook Demolition Project, The undersigned bidder, a corporation organized and existing under the laws of the State of Oregon, or a partnership of _____ or an individual doing business as _____, of City of Tillamook, State of Oregon, having examined the specifications and contract forms thereto attached, and being fully advised as to the extent and character of the work to be performed, and the equipment to be furnished, hereby proposed to furnish all labor, tools, materials, plant and equipment necessary for the Project.

The undersigned further proposes to perform to perform all work and furnish all equipment in accordance with the specifications and contract stipulations thereof, within the time limit specified, for the price so stated below.

TOTAL BID PRICE FOR BUILDING DEMOLITION, INCLUDING ASBESTOS REMOVAL

Schedule A
$149,750.00

BIDDER understands that the City reserves the right to reject any or all bids and to waive any informality in bidding.

The bidder agrees that his bid shall be good and may not be withdrawn for a period of FIFTEEN (15) TWENTY (20) days after the scheduled closing time for receiving bids.

Upon receipt of written notice of acceptance of this bid, Bidder will execute the formal contract attached within FIVE (5) days and deliver insurance coverage as required by the Instructions to Bidders.

BY: Don G Averill

Contractor's Name: DON G AVERILL

83027

RESOLUTION NO. 1605

A RESOLUTION AUTHORIZING THE WAIVER OF CERTAIN REQUIREMENTS TO THE TILLAMOOK FARMERS' MARKET AND APPROVAL OF CERTAIN USES DURING THE FARMERS' MARKET SEASON FOR A TERM OF FIVE YEARS

The Tillamook City Council resolves as follows:

Section 1: Farmers' Market

The City Council deems it is in the best interest of the City of Tillamook for the City to sponsor a Farmers' Market for the sale of homegrown produce and hand made goods.

Section 2: Location of Farmer's Market

The Farmer's Market shall be located on Laurel Avenue, between 1st and 3rd Streets, and East end of 2nd Street as it intersects Laurel, with access to, and use of, the City Hall parking lot for handicapped parking to the extent parking does not interfere with TCTD busses or police use. The Farmers' Market has permission to use the office in the Transit Center for Market operations.

Section 3: Street Closures

The Farmers' Market shall operate from 9:00 a.m. to 2:00 p.m. each Saturday beginning June 16, 2012 and concluding on September 29, 2012. Dates of future Farmers' Markets will be provided to the City Council for approval prior to the opening date each season. Street closure each Saturday would begin at 7:00 a.m. and end by 3:00 p.m.

a) Barricades will be set at the entrances of 1st Street and 3rd Street at Laurel, and on 2nd Street, a barricade will be set in line with the John Davy Memorial Tree. All barricades will be set according to City regulations.
b) Participants may arrive prior to 9:00 a.m. and set up their displays.
c) Participants will be required to clean their area after the closing of the Market each Saturday.

Section 4: Signs

The Farmers' Market has permission to locate directional sandwich board signs and four freestanding/banner signs announcing the Market around the community and waiver of affiliated permit fees.

Section 5: Liability Insurance

Tillamook Farmer's Market shall have and provide the City of Tillamook with a copy of a General Liability Insurance policy naming the City of Tillamook as additional insured, with the following coverage:

General Aggregate Limit -	No Limit
Each Occurrence -	$1,000,000.00
Fire Damage -	$300,000.00
Medical Expenses -	$5,000.00

Personal and Advertising Injury - $1,000,000.00
Product Liability - $5,000,000.00

Product liability coverage for vendors is not covered under this insurance and each vendor is required to sign a hold harmless clause for each vendor application. All coverage that is applicable to the Tillamook Farmers' Market will also be applicable to additional insured parties during market hours.

Section 6: License Requirements

The City Council hereby waives the license requirements of Ordinance No. 1173 for activities associated with the Tillamook Farmers' Market. All participants in the Farmers' Market shall obtain the appropriate approvals and licenses from the Tillamook County Health Department prior to the sale of their products.

a) All appropriate licenses shall accompany each vendor's application to the Farmers' Market.
b) The Tillamook Farmers' Market shall pay the City of Tillamook's Business License and Surcharge in support of the City of Tillamook.

Section 7: Term of Resolution

The term of this resolution will be for a five-year period commencing with the 2012 Farmers' Market season.

Section 8: Termination of Authorization

With the written consent of both parties, the authorizations contracted herein may be cancelled with 30 day notice.

Section 9: Electricity Fee

The Tillamook Farmers' Market agrees to pay the City of Tillamook an electricity fee based upon documented past kilowatt hours of usage (450 hours) charged at the current rate. The rate for the 2012 season is $28.55 and will be adjustable each season based upon the electrical rate and usage. Fees are payable by June 30 of each year.

Section 10: Resolution

This Resolution shall take effect and be in full force from and after its approval by the Tillamook City Council.

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

_____
Mayor, Suzanne Weber

ATTEST:

_____
City Recorder

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141

To: City Manager Paul Wyntergreen, Mayor, City Council Members

From: David Mattison, City Planner

Date: May 31, 2012

Re: Recommended Approval of a Right-of-Way (R.O.W.) Use Permit Application Form, R.O.W. Use Permit Fee Establishment and Proposed Land Use Fee Increases

---

I have prepared a resolution for adoption of the R.O.W. Use Permit Application Form, as requested from your comments.

In addition, I have prepared a resolution for the establishment of a R.O.W. Use Permit fee and other land use fee increases. The proposed $50 R.O.W. Use Permit fee is similar to some other public works fees.

As you are aware, the City of Tillamook is in need of updating its Fee Schedule to recover the costs for services provided. These costs to provide planning, administrative and clerical services continue to increase, especially with the increased amount of time spent on specific applications, and after review of other land use fees and necessary staff time spent reviewing these specific requests, staff has determined what appear to be sufficient fees, identified on the fee schedule, to recover the costs associated with these land use applications and associated reviews.

Thank you for your consideration.

RESOLUTION NO. 1606

A RESOLUTION ADOPTING A RIGHT-OF-WAY USE PERMIT APPLICATION FORM FOR THE CITY OF TILLAMOOK

WHEREAS, according to City Ordinance #1206, no person shall use any of the streets or sidewalks for the purpose of selling, offering for sale, exhibiting, or advertising merchandise or other thing which shall cause individual(s) to gather and/or to set up, maintain, and operate a stand, table, bench or a parked vehicle for the purpose of conducting the same, on any portion of the streets, sidewalks, or other public ways or thoroughfare without first obtaining from the City permission so to do, and any person intending to use any street or sidewalk for the purposes herein enumerated shall first make application to the City for a permit to do so, and

WHEREAS, the City of Tillamook is in need of updating its Sidewalk Use Permit Application Form with a Right-of-Way Use Permit Application Form, to permit activities taking place in the public Right-of-Way.

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

Section 1: The City hereby adopts the attached exhibit for a Right-of-Way Use Permit Application Form and incorporates it hereby as referenced:

Exhibit A – Right-of-Way Use Permit Application Form

Section 2: A Right-of-Way Use Permit Application Form shall be approved administratively by the Tillamook City Manager, after review and sign-off by the Tillamook City Planner, Tillamook City Public Works Director, Tillamook Fire Marshal/Chief, and Tillamook City Chief of Police, as applicable.

Section 3: No parking spaces located in the public Right-of-Way shall be used for selling, offering for sale, exhibiting, or advertising merchandise or other things which cause gathering and the setting up, maintenance and operation of a stand, table, bench or parked vehicle for such activity.

Section 4: A Right-of-Way Use Permit Application Fee shall be waived for any activity taking place in the public Right-of-Way by the abutting business that has frontage on that portion of the Right-of-Way to be used for the requested activity.

Section 5: A Right-of-Way Use Permit Application Fee shall be waived for local non-profit organizations requesting the use of the public Right-of-Way for a special event (i.e. Farmer's Market) through a Tillamook City Council action and for an administrative approval for three (3) directional signs for a special event.

Section 6: A Right-of-Way Use Permit Application Form and Fee shall also be waived for the planting of a street tree in the public Right-of-Way, sidewalk construction, driveway construction, sewer and/or water line construction in the Public Right-of-Way since these permits are already handled administratively by means of a Public Works Permit Application Form and Fee.

APPROVED by the Tillamook City Council this 4th day of June, 2012.

_____
Mayor

ATTEST:

_____
City Recorder

EXHIBIT "A"

CITY OF TILLAMOOK RIGHT-OF-WAY USE PERMIT

CITY OF TILLAMOOK - PLANNING DEPARTMENT
210 LAUREL AVENUE, TILLAMOOK, OR 97141
503-842-3443

ROW USE PERMIT NUMBER: R-_____-_____

APPLICANT: _____

MAILING ADDRESS: _____ PHONE: _____

CITY: _____ STATE: _____ ZIP CODE: _____

LOCATION INFORMATION

SITE ADDRESS: _____

ZONE: ____ TWP: ___ RNG: ___ SEC: ___ TAX LOT: _____ LOT: ___ BLOCK: ____ ADDITION: _____

Requirements:

1. A minimum distance of five (5) feet shall be maintained as unobstructed walkway between merchandise placed on said sidewalk and the closest physical obstruction (meter post, sign post, planting containers, trees or motor vehicles).
2. No obstruction shall be allowed to remain on the sidewalk or street between the hours of 9:00 p.m. and 7:00 a.m.
3. The holder of a permit shall assume full responsibility for maintaining said obstruction on a safe, orderly, and presentable fashion.
4. Any type of signing/advertising standing alone shall directly abut the building to prevent visual obstruction to motor vehicle operations and pedestrian free travel and be removed from the sidewalk between the hours of 9:00 p.m. and 7:00 a.m.
5. If the proposed use is to be stationary, a site drawing shall be provided with this application showing the location of the proposed use in the R.O.W., in relation to adjacent buildings and other surroundings. If the proposed use is to be mobile, and is not proposed to be at one location for more than 12 hours, a picture of the use and proposed route shall be provided with this application.
6. _____

I hereby certify that the above information is correct and understand that issuance of a permit based on this application will not excuse me from complying with effective Ordinances and Resolutions of the City of Tillamook and Statutes of Oregon, despite any errors on the part of the issuing authority in checking this application.

APPLICANT'S SIGNATURE: _____ DATE: _____

DEPARTMENT	APPROVED BY:	DATE	RECEIPT NO.
PLANNING & ZONING			RIGHT-OF-WAY USE PERMIT COST $
PUBLIC WORKS			ADDITIONAL COSTS $
FIRE DEPARTMENT			TOTAL $
POLICE DEPARTMENT			
CITY MANAGER			

FEES ARE NOT REFUNDABLE.

THIS APPLICATION FORM IS NOT A ZONING PERMIT, PUBLIC WORKS PERMIT, OR SIGN PERMIT.

THIS APPLICATION EXPIRES AT THE END OF THE CALENDAR YEAR.

RESOLUTION NO. 1607

A RESOLUTION INCREASING THE FEE SCHEDULE AND ADOPTING ADDITIONAL FEES FOR THE CITY OF TILLAMOOK

WHEREAS, the City of Tillamook is in need of updating its Fee Schedule to recover costs for services provided, and

WHEREAS, costs associated to provide planning, administrative and clerical services continue to increase, and

WHEREAS, Section 10 of Zoning Ordinance #979, amended by Ordinance #1187, states that the fees regarding land use action and building development may be amended by resolution by City Council; and

WHEREAS, according to City Ordinance #1206 the City of Tillamook may charge a fee for a permit for such activity as a Right-of-Way use permit, and

WHEREAS, after review of other land use fees and necessary staff time spent reviewing each request, staff has determined a sufficient fee to recover the costs associated with applications and associated reviews; and

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

Section 1: The City hereby adopts the attached exhibits for an amended land use fee schedule and incorporates it hereby as referenced:

Exhibit A – Land Use Fee Schedule

Section 2: The effective date of the new rates shall be July 1, 2012.

APPROVED by the Tillamook City Council this 4th day of June, 2012.

_____
Mayor

ATTEST:

_____
City Recorder

EXHIBIT "A"
LAND USE FEES

	Proposed
AMENDMENTS	
Comprehensive Plan or Zoning Ordinance Amendment	**$1500**
Comprehensive Plan Map and/or Zone Map Amendment	**$1500**
Annexation	**$1500**
Urban Growth Boundary Amendment	**$1500**
APPEALS	
Administrative Staff decisions	**$ 500**
Planning Commission decisions	original application fee
CONDITIONAL USE PERMITS (CUP)	
Administrative Staff Review	**$ 500**
Planning Commission Review	**$ 700**
Planned Unit Development (PUD)	**$1500**
LAND PARTITIONING	
Administrative Review	
Boundary Adjustment	**$ 300**
~~Minor~~ Partition	**$ 500**
Planning Commission Review	
~~Minor~~ Partition	**$ 700**
Expedited ~~Minor~~ Partition (additional cost to ~~Minor~~ Partition Fee)	**$ 800**
~~Major Partition~~	~~**$ 900**~~
~~Expedited Major Partition (additional cost to Major Partition Fee)~~	~~**$ 800**~~
Subdivision Plat Review	
Tentative Plan	**$900+$50**per lot
Final Subdivision Plat	**$300+$50**per lot
~~Expedited Subdivision (additional cost to Tentative and Final Subdivision Fees)~~	~~**$2000**~~
Planned Unit Development (PUD)	**$1500**
~~Expedited Planned Unit Development (additional cost to PUD Fees)~~	~~**$2000**~~
SITE PLAN REVIEW	
Administrative Staff Review	**$ 600**
Planning Commission Review	**$ 900**
VARIANCES	
Administrative Staff Review	**$ 500**
Planning Commission Review	**$ 700**
ZONING CLEARANCE REVIEW (CITY PLANNING REVIEW PRIOR TO BUILDING PERMIT)	
Commercial, Institutional, Apartments and multifamily dwellings	**$ 400**
One and two family dwellings (including manufactured dwelling placement)	**$ 300**
Accessory structures	**$ 100**
Building Addition	**$ 100**
Interior Construction	**$ 50**
Re-roofing	**$ 50**
Demolition	**$ 50**
DEVELOPMENT PERMITS	
Flood Hazard Development (**including Fill**) Permit	**$ 600**
+ Cost of Engineering Peer Review (if needed)	
RIGHT-OF-WAY VACATION	
Right-of-Way Vacation	**$ 900**

SIGN PERMITS

Less than 24 sq feet in total face area	$ 50
24 to 100 sq feet in total face area	$ 75
Greater than 100 sq feet in total face area	$ 100

PUBLIC WORKS PERMITS

Driveway Permit Review	$ 100
Sewer Line extension Review	$ 100
Sidewalk Permit Review	$ 100
Street Tree Planting	$ 50
Water Line extension Review	$ 100

OTHER PERMIT/REVIEW FEES

Address Issuance	$ 50
Consultant and Engineer Fee (for consultant, engineer or expert retained by City to review application)	$Consultant/Engineer Cost + 10%
Right-of-Way Use Permit	$ 50
Special Use Permit (include uses listed in Sec 28 of Zon. Ord 979)	$ 200
Temporary Use Permit	$ 50
Time Extension Request	$ 100
Wetlands/Riparian Area Use Permit	$ 100
Land Use **Approval** Amendments	$ 300
Community Development Fee (for projects > $10,000.00)	**1.1% of valuation of projects (to be collected at time of building permit)**

Penalty fees for late land use application fees paid for after the start of the land use work will be double the amount of the original land use fee.

Fees for preparation of written transcripts shall not exceed the cost of preparing the transcript, up to $500, plus one half of the actual cost over $500.

The above fee schedule does not include costs incurred by the City relating to the provision of legal notices, including but not limited to, newspaper publication and mailed notices. Such costs shall be billed to the applicant and shall be paid within thirty (30) days of billing. Failure to pay such billing shall render any action taken relative to said application null and void.

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141

To: Honorable Mayor and City Council Members

From: David Mattison, City Planner DM

Date: May 31, 2012

Re: May 2012 Monthly Report City Planning Department

- **Building/Zoning Permits issued:**
  - Single-Family Dwelling and accessory structure at 4206 Third Street,
  - Construction Shack on Third Street,
  - Accessory Structure at 1702 Fifth Street,
  - Building Addition at 2807 Third Street (Werner Gourmet Meats),
  - Residential Addition at 5001 Mountain View Drive,
  - Commercial Building at 2600 North Main (address pending) (Goodwill Retail Store),
- **Sign Permits issued:**
  - Directional Signs (6) for Habitat for Humanity Dinner,
  - Master Gardener Event sign at 1115 Pacific Avenue,
  - Directional Signs (6) for Master Gardener Tour.
- **Electrical/Mechanical/Plumbing Permits issued (April + May):**

  PENDING

  COUNTY

  SUBMITTAL
- **Special Projects:**
  - Development of City Right-of-Way Use Permit,
  - Development of Updated Land Use Fee Schedule,
  - Zoning Ordinance #979 Selected Section Amendments.
- **Meetings/Correspondence:**
  - Department Head Meeting (05/03/12),
  - Public works Committee Meeting (05/03/12),
  - Meeting with DEQ Leslie Kochan regarding Opportunity to Recycle requirements (05/08/12),
  - Meeting with DLCD Patrick Wingard regarding EOA Grant Application and Post Acknowledge Plan Amendment (05/09/12),

  Correspondence with Public Works Director Arley Sullivan regarding Ninth Street Park grant application (05/09/12),
  - PMT meeting regarding US101/OR6 project with CH2MHill & ODOT (05/09/12),
  - Meeting with PC Chair regarding PC Hearing (05/14/12),

► Meeting with County Public Works regarding Third Street Phase II Grant Application (05/16/12),
► Meeting with City Manager Paul Wyntergreen regarding Proposed BBQ stand Site
► Planning Commission Hearing (05/17/12),
► Correspondence with Rodeo Steakhouse and Grill regarding sign size violation (05/21/12),
► Correspondence with Lyle and Nayoko Evers regarding unpermitted wall sign placement (05/21/12),
► Meeting with City Manager Paul Wyntergreen regarding Zoning Ordinance Selected Section Amendments (05/22/12 & 05/30/12)),
► Meeting with PC Chair regarding Parks Master Plan & Comp Plan (05/30/12),
► Correspondence with PC Chair regarding Zoning Ordinance Selected Section Amendments, PC Minutes (05/31/12).

♦ **Upcoming Event:**
► Planning Commission Meeting (06/07/12).

Monthly Report to Mayor and Council
Police Department
May 2011

- Aaron Miller is doing well in FTEP. He should be on his own in June.
- Candidate testing was held on 4/20/12. We have several candidates we will be looking at initially, who, if hired, would not have to go to the academy. The first candidate failed the screening process and we are tracking now with a second candidate, with the goal to bring on a new person by 7/1/12. I will keep you updated.
- The Tsunami drill and pre event went well and the cadets assisted.
- Department members participated in training to include firearms and use of force training as required. We are tracking well to meet the 3 year cycle requirements by DPSST.
- City Hall basement security cameras were installed and we have been reimbursed for the cost to date. There is still aprx. $7,000 available to use by 6/30/13 so we will be looking at cameras for the new building.
- We are still managing 24 hour coverage with the help of the Sheriff's Department. The partnership is working well to date.
- The Memorial weekend was pretty quiet with only one DUII and no major issues. The Tillamook County Law Enforcement Memorial event on May 9th was moved from the Justice facility to the Courthouse. It went very well and was well attended.
- We are busy with budget. We are working on using a server at 911 for our computer service. Our server and associated hardware is failing. This would save us having to purchase and maintain a new server. We are also gearing up to transition to Justice Court for traffic, parking and ordinance enforcement in July.
- There have been no major issues with the traffic construction on 3rd Street to date. We recently met to discuss the parade and how that will work. There should be no issues.

City of Tillamook
210 Laurel Ave.
Tillamook, OR 97141

Memo

To: Paul Wyntergreen, City Manager
From: Arley Sullivan, Public Works Director
Date: 30 May 2012
Re: Director's Report for May 2012

With the break in the weather the crew has been mowing the parks getting the grass back under control. They also did pressure washing and clean up in the downtown area for the Summer season.

We are working with the City Engineer at finishing up the Storm Water Master Plan. Presentation of the plan is to be made to the Council at the June 4th meeting.

The Water Division crew has done a great deal of work at the Fawcett Creek settling pond in preparation of the project start up this Summer. We had an on-site pre-construction meeting with the contractor and engineer of the Fawcett Creek Project to make sure we are all of the same understanding of the project schedule.

As time allows staff is preparing for the move to the Kinsman Building from the old City Shop location.

The Bay City/Tillamook Waterline Inter-tie Project is moving forward. Work is to begin sometime late June.

Staff continues to work with the Engineers and Architects on the Tillamook County General Hospital project at 2nd Street and Birch Avenue.

I am scheduled to give a presentation to the Oregon State Parks Board in Sun River June 5th for the 9th Street Park Rehabilitation/Upgrade. This is for a $200,000.00 + Grant. There 29 cities are competing for the grant funds.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR TILLAMOOK COUNTY, OREGON

In the Matter of Cancellation of Delinquent Property Taxes (Pursuant to ORS 311.795(1) for Property Donated to the City of Tillamook	)))	ORDER #12 - 036

This matter came before the Board of Commissioners for Tillamook County, Oregon, on the 30th day of May, at the request of Paul Wyntergreen, City Manager of the City of Tillamook.

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

1. Pursuant to ORS 311.795(1), a County governing body may cancel all delinquent taxes and the interest and penalties thereon accrued upon property donated to any incorporated city or town or any park and recreation district organized and operating under ORS chapter 266 for parks, playgrounds or a city hall.

2. Taxes on Tax Lot 1S10 25AC 00100, Tax Account #117723 & 413935 deeded to the City of Tillamook for park purposes became delinquent on May 16, 2012. The City's acceptance was delayed in order to perform due diligence related to environmental concerns. Due to that delay, taxes have accrued which were not the fault of the donors.

NOW, THEREFORE, IT IS HEREBY ORDERED that

3. The outstanding taxes, interest and penalties on the above referenced property be and are hereby canceled, according to ORS 311.795(1) in the amount of $426.07.

DATED this 30th day of May, 2012.

BOARD OF COMMISSIONERS FOR TILLAMOOK COUNTY, OREGON	Aye	Nay	Absent/Abstain
Tim Josi, Chair	✓		
Mark Labhart, Vice Chair	✓		
Charles J. Hurliman, Commissioner	✓		

ATTEST: Tassi O'Neil, County Clerk
County Clerk

BY: Susan L. Becraft
Special Deputy

APPROVED AS TO FORM:

William K. Sargent, County Counsel

Accounts Payable
Computer Check Proof List

User: adm
Printed: 06/01/2012 - 12:39 PM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4934	A Affordable Carpet Cleaning S			Check Sequence: 1	ACH Enabled: No
11-1652	City Hall janitorial services, Apr '12	420.00	06/04/2012	010-10-53240	
	Check Total:	420.00			
Vendor:5048	Barclay Heating & Sheet Metal			Check Sequence: 2	ACH Enabled: No
10738	Fabricate lockable box/evidence refridge	597.50	06/04/2012	010-07-53170	
	Check Total:	597.50			
Vendor:4478	CenturyLink Communications, In			Check Sequence: 3	ACH Enabled: No
5/21/12 Stmt-1	#313702676(503-842-4155) WWTP	216.03	06/04/2012	022-22-53420	
5/21/12 Stmt-2	#313245010(503-842-7706) 12th St Lift St	44.54	06/04/2012	022-22-53420	
5/21/12 Stmt-3	#314146376(503-842-3060) Filter Plant	177.90	06/04/2012	021-01-53420	
5/21/12 Stmt-4	#313364492(503-842-2091) Swr Lift Statio	42.27	06/04/2012	022-22-53420	
5/21/12 Stmt-5	#313436814(503-842-2578) Swr Lift St	42.27	06/04/2012	022-22-53420	
	Check Total:	523.01			
Vendor:4478	CenturyLink Communications, In			Check Sequence: 4	ACH Enabled: No
Long Dist	Long Distance Through 5/21/12	1.12	06/04/2012	022-22-53420	
	Check Total:	1.12			
Vendor:4977	Chadron Medical Clinic PC			Check Sequence: 5	ACH Enabled: No
5.29.12 Stmt	PD candidate physical-Brown/Wess	137.00	06/04/2012	010-07-53350	
	Check Total:	137.00			
Vendor:4262	Charter Communications			Check Sequence: 6	ACH Enabled: No
5.25.12 Stmt	503-815-8217, 6/5 to 7/4/12	146.01	06/04/2012	010-01-53050	
	Check Total:	146.01			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4581	Chaves Consulting Inc.			Check Sequence: 7	ACH Enabled: No
20120158	Majic software user fee 4/1/12 - 3/31/13	1,014.00	06/04/2012	010-10-53240	
	Check Total:	1,014.00			
Vendor:4094	City County Ins. Services			Check Sequence: 8	ACH Enabled: No
TILL-2012 SPR S	2012 CIS Spring Seminar Training-AD	25.00	06/04/2012	010-03-53380	
	Check Total:	25.00			
Vendor:4804	Computer Support & Services, L			Check Sequence: 9	ACH Enabled: No
1632	Used desk-Reeves	400.00	06/04/2012	010-10-53420	
	Check Total:	400.00			
Vendor:4892	Cheryl Davy			Check Sequence: 10	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	
	Check Total:	50.00			
Vendor:6047	Abigail Donowho			Check Sequence: 11	ACH Enabled: No
5.31.12	Mileage reimb -AD/IIMC Conf.	44.83	06/04/2012	010-03-53400	
	Check Total:	44.83			
Vendor:4454	Ferguson Enterprises, Inc. #30			Check Sequence: 12	ACH Enabled: No
0312341	4 meter boxes,2accy pks-3rd St Proj	283.77	06/04/2012	021-06-55065	
0312351	(20) F IP X MTR BV W/ LW-3rd St Proj	898.20	06/04/2012	021-06-55065	
0312388	4 meter box covers & lids-3rd St Proj	148.28	06/04/2012	021-06-55065	
0313034	(24) Blue marking paint-Wtr Div	120.96	06/04/2012	021-02-53250	
	Check Total:	1,451.21			
Vendor:4752	Steve Forster			Check Sequence: 13	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	
	Check Total:	50.00			
Vendor:4057	Hanson			Check Sequence: 14	ACH Enabled: No
10777511	2 pavement grade rings for manholes-St D	306.00	06/04/2012	020-20-54065	
	Check Total:	306.00			
Vendor:6038	Matthew Harris			Check Sequence: 15	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	50.00			
Vendor:0198	Headlight Herald			Check Sequence: 16	ACH Enabled: No
70304	Flower Bskt Maint. Ad 5/16/12	36.00	06/04/2012	070-70-53375	
	Check Total:	36.00			
Vendor:4378	Doug Henson			Check Sequence: 17	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	
	Check Total:	50.00			
Vendor:0241	Kimmel's Hardwares & Houseware			Check Sequence: 18	ACH Enabled: No
12367	(20) #2 keys-Fawcett Crk	50.00	06/04/2012	021-02-53260	
12428	Bolts & Washers-Wtr Div	34.60	06/04/2012	021-04-53250	
12463	3 new door locks @ City Hall	35.97	06/04/2012	010-10-53230	
13692	Light-Wtr Div	27.99	06/04/2012	021-04-53250	
13933	Multipurpose adhesive,corner braces-Wtr	10.98	06/04/2012	021-04-53250	
13977	(14) keys for new locks @ City Hall	35.00	06/04/2012	010-10-53230	
13977	4 cs bottled water-Wtr Div	30.76	06/04/2012	021-02-53250	
	Check Total:	225.30			
Vendor:2076	Tim Lyda			Check Sequence: 19	ACH Enabled: No
3781	Reimb 2011 NEC code change class-Lyda	100.00	06/04/2012	021-02-53070	
	Check Total:	100.00			
Vendor:0958	Joseph Martin			Check Sequence: 20	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	
	Check Total:	50.00			
Vendor:4440	Mary Veek-Kendrick			Check Sequence: 21	ACH Enabled: No
1005	Police Janitorial, May 2012	250.00	06/04/2012	010-07-53200	
1006	Wastewater janitorial, May 2012	400.00	06/04/2012	022-22-53210	
	Check Total:	650.00			
Vendor:4975	North West Eye Center			Check Sequence: 22	ACH Enabled: No
14175	Eye exam-Rick Brown/Police new hire	70.00	06/04/2012	010-07-53350	
	Check Total:	70.00			
Vendor:4041	Northstar Chemical, Inc.			Check Sequence: 23	ACH Enabled: No
31459	13248 lbs sodium bisulfite-WW Div	5,471.68	06/04/2012	022-22-53040	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
31695	2700 gal bulk sodium hypochlorite-WW Div	4,212.00	06/04/2012	022-22-53040	
	Check Total:	9,683.68			
Vendor:6003	Oce Imagistics			Check Sequence: 24	ACH Enabled: No
242753	Copies W3522-Main, 4/18 to 5/18/12	332.18	06/04/2012	010-10-53240	
243516	Copies W2522-PD, 4/18 to 5/18/12	80.91	06/04/2012	010-10-53240	
244129	Copies WZB45-CR, 4/18 to 5/18/12	6.06	06/04/2012	010-10-53240	
	Check Total:	419.15			
Vendor:4593	Office Depot			Check Sequence: 25	ACH Enabled: No
610271379001	(2) 2pk calculator ribbons	5.02	06/04/2012	010-03-53270	
	Check Total:	5.02			
Vendor:4081	OfficeMax Incorporated			Check Sequence: 26	ACH Enabled: No
821618	HP98&96 twin pk ctgs,3bx blk Bic Cristal	79.62	06/04/2012	022-22-53270	
826017	Toner,staples,envelopes,CD-R 100pk-PD	213.53	06/04/2012	010-07-53270	
862494	Portion of paper	2.04	06/04/2012	020-20-53230	
862494	Portion of paper	11.06	06/04/2012	010-04-53270	
862494	Portion of paper	1.05	06/04/2012	021-02-53270	
862494	Portion of paper	1.10	06/04/2012	022-22-53270	
862494	Portion of paper	18.96	06/04/2012	010-01-53270	
862494	Portion of paper	34.36	06/04/2012	010-03-53270	
862494	Portion of paper	13.63	06/04/2012	010-05-53270	
862607	2 Binders-Bus Lic Applications	29.12	06/04/2012	010-10-53250	
	Check Total:	404.47			
Vendor:0352	OR Assoc Chiefs of Police			Check Sequence: 27	ACH Enabled: No
20120401A	NSF check/Brandon Goss/PD Post tests	15.00	06/04/2012	010-07-53350	
	Check Total:	15.00			
Vendor:0336	OR Dept of Revenue			Check Sequence: 28	ACH Enabled: No
May '12	UA Assessments, May 2012	1,371.00	06/04/2012	010-00-41110	
May 2012	Other State Fee Assessments, May 2012	118.40	06/04/2012	010-00-41080	
	Check Total:	1,489.40			
Vendor:4375	Oregon PERS			Check Sequence: 29	ACH Enabled: No
ER No. 2128	PERS/Soc Sec 7/1/12 to 6/30/13	16.50	06/04/2012	010-03-52060	
	Check Total:	16.50			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0389	Petty Cash-City of Tillamook			Check Sequence: 30	ACH Enabled: No
5.15.12	Coffee for breakroom	39.90	06/04/2012	010-10-53230	
5.18.12	Title transfer for Wtr Cargo truck	34.50	06/04/2012	021-07-55080	
	Check Total:	74.40			
Vendor:4388	Pitney Bowes Reserve Account			Check Sequence: 31	ACH Enabled: No
5.31.12	Prepaid Postage - Machine	114.96	06/04/2012	021-01-53300	
5.31.12	Prepaid Postage - Machine	1.36	06/04/2012	020-20-53300	
5.31.12	Prepaid Postage - Machine	3.16	06/04/2012	010-01-53300	
5.31.12	Prepaid Postage - Machine	242.72	06/04/2012	010-10-53250	
5.31.12	Prepaid Postage - Machine	2.21	06/04/2012	022-22-53300	
5.31.12	Prepaid Postage - Machine	54.24	06/04/2012	010-03-53300	
5.31.12	Prepaid Postage - Machine	15.78	06/04/2012	010-04-53300	
5.31.12	Prepaid Postage - Machine	46.40	06/04/2012	010-07-53300	
5.31.12	Prepaid Postage - Machine	19.17	06/04/2012	010-05-53300	
	Check Total:	500.00			
Vendor:4391	Robert W. Riggert			Check Sequence: 32	ACH Enabled: No
June 2012	Property Purchase Pmt#80/2302 3rd St	2,108.00	06/04/2012	010-07-54050	
	Check Total:	2,108.00			
Vendor:0407	Rosenberg Builder's Supply Inc			Check Sequence: 33	ACH Enabled: No
1204-871662	(2) #203 Extension spring 8-1/2" L - WW	20.80	06/04/2012	022-22-53230	
1204-872352	(4) Green marking paint - WW Div	25.96	06/04/2012	022-22-53230	
1204-873047	(3)10amp time delay cart fuse 2pk-WW Div	29.97	06/04/2012	022-22-53230	
1205-874102	(5)2x10-08 boards-Goodspd picnic tables	26.69	06/04/2012	020-20-53350	
1205-874323	(8) chip brushes-WW Div	11.92	06/04/2012	022-22-53230	
1205-874614	1 gal Simple Green,(2)96 oz bleach-Parks	15.97	06/04/2012	020-20-53350	
1205-874741	(5) 60# concrete mix-Park signs	14.45	06/04/2012	020-20-53350	
1205-875616	PVC elec box & cover,elbow,adptr-WW Div	11.06	06/04/2012	022-22-53230	
1205-877778	PVC pipe & elbows-WW Div	8.31	06/04/2012	022-22-53230	
1205-882335	Tie wire-WW Div	5.99	06/04/2012	022-22-53230	
1205-882574	(4) green mark-it spray paint-WW Div	25.96	06/04/2012	022-22-53230	
1205-883680	Rust Stop, yellow & gray-Park goal posts	60.48	06/04/2012	020-20-53350	
1205-883833	Qt odorless paint thinner-St Div	6.99	06/04/2012	020-20-53350	
1205-883943	Threaded rod, hex nuts(4)-WW Div	10.29	06/04/2012	022-22-53230	
1205-884746	Quick chain,coil chain,flat bar,wshrs-WW	32.57	06/04/2012	022-22-53230	
1205-886139	30 amp breaker,ext springs,etc.-WW Div	51.15	06/04/2012	022-22-53230	
1205-886154	4 pk light bulbs-City Hall	2.49	06/04/2012	010-10-53230	
1205-886198	Gal ext primer & primer/sealer-Parks	58.48	06/04/2012	020-20-53350	
1205-886454	Washers,nuts,screws-WW Div	0.96	06/04/2012	022-22-53230	
1205-887604	Dewalt hammer drill,recipr saw-WW Div	329.98	06/04/2012	022-22-53230	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	750.47			
Vendor:4728	John Sandusky			Check Sequence: 34	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	
	Check Total:	50.00			
Vendor:0481	Mark Taylor			Check Sequence: 35	ACH Enabled: No
5.24.12	2 hrs Police grounds maintenance	50.00	06/04/2012	010-07-53200	
	Check Total:	50.00			
Vendor:0526	Tillamook Chamber of Commerce			Check Sequence: 36	ACH Enabled: No
May 2012 TRT	10% TRT tax, May 2012	1,483.42	06/04/2012	070-00-41230	
	Check Total:	1,483.42			
Vendor:4740	Tillamook Co. Sherrif's Office			Check Sequence: 37	ACH Enabled: No
5.30.12 Stmt	Sheriff patrol coverage Apr/My 2012	2,357.41	06/04/2012	010-07-53350	
	Check Total:	2,357.41			
Vendor:0525	Tillamook Co. Treasurer			Check Sequence: 38	ACH Enabled: No
May 2012	LEMLA Assessment, May 2012	99.60	06/04/2012	010-00-41090	
	Check Total:	99.60			
Vendor:0505	Tillamook Motor Company			Check Sequence: 39	ACH Enabled: No
136530	Police Car #9, headlamp bulb	7.80	06/04/2012	010-07-53250	
86690	PD Tahoe-A/C serp belt & idler pulley	164.53	06/04/2012	010-07-53250	
86856	PD Ranger-repair L F door/hard to open	35.64	06/04/2012	010-07-53250	
	Check Total:	207.97			
Vendor:0510	Tillamook PUD			Check Sequence: 40	ACH Enabled: No
My '12 Stmt-1	12874-512, 3497 Kephart Rd Wtr Dept	41.72	06/04/2012	021-05-58110	
My '12 Stmt-10	19915-515, Lift Station Front Street	64.82	06/04/2012	022-22-53430	
My '12 Stmt-11	74209-515, City Lights	2,578.00	06/04/2012	020-20-53430	
My '12 Stmt-12	20215-515, 108 Birch	108.07	06/04/2012	020-20-53430	
My '12 Stmt-13	20216-515, 108 Birch	23.66	06/04/2012	020-20-53430	
My '12 Stmt-14	20217-515, 116 Birch-Warehouse	31.58	06/04/2012	021-02-53240	
My '12 Stmt-15	20218-515, 116 Birch-Warehouse	36.40	06/04/2012	021-02-53240	
My '12 Stmt-16	20274-515, 4th & Main-Traffic Lights	39.37	06/04/2012	020-20-53430	
My '12 Stmt-17	20304-515, 3rd & Main-Signals	30.59	06/04/2012	020-20-53430	
My '12 Stmt-18	20306-515, 3rd & Pacific Signals	29.73	06/04/2012	020-20-53430	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
My '12 Stmt-19	20414-515, 210 Laurel Ave, City Hall	211.10	06/04/2012	010-10-53430	
My '12 Stmt-2	15557-508, Lift Station 12th & Laurel	425.97	06/04/2012	022-22-53430	
My '12 Stmt-20	20415-515, 210 Laurel Ave, City Hall	269.84	06/04/2012	010-10-53430	
My '12 Stmt-21	20432-515, 1st & Main Avenue	41.68	06/04/2012	020-20-53430	
My '12 Stmt-22	35062-515, Marine Park Front Street	23.07	06/04/2012	020-20-53430	
My '12 Stmt-23	35427-509, Brookfield Rd Lift Station	100.72	06/04/2012	022-22-53430	
My '12 Stmt-24	53747-501, Wilson Rv Lp & Hwy 101 N Sgnl	55.60	06/04/2012	020-20-53430	
My '12 Stmt-25	65596-510, 2302 3rd St, Police Station	142.68	06/04/2012	010-07-53420	
My '12 Stmt-26	75272-515, 210 Laurel, Transit Cntr	125.17	06/04/2012	010-10-53430	
My '12 Stmt-27	78075-507, 845 3rd St, WWTP	3,554.66	06/04/2012	022-22-53430	
My '12 Stmt-28	6779-401, 7995 Killam Crk Rd	293.71	06/04/2012	021-04-53430	
My '12 Stmt-29	85596, 1815 1st, pkg lot	41.56	06/04/2012	020-20-53430	
My '12 Stmt-3	16663-510, Restrooms Goodspeed Park	38.05	06/04/2012	020-20-53430	
My '12 Stmt-30	87462, Safeway 955 Hwy 101 N	61.02	06/04/2012	020-20-53430	
My '12 Stmt-30A	87462, Safeway 955 Hwy 101 N-FINAL	12.73	06/04/2012	020-20-53430	
My '12 Stmt-31	87461, Safeway 955 Hwy 101 N	42.80	06/04/2012	020-20-53430	
My '12 Stmt-31A	87461, Safeway 955 Hwy 101 N-FINAL	9.98	06/04/2012	020-20-53430	
My '12 Stmt-4	16664-510, Goodspeed Park	23.20	06/04/2012	020-20-53430	
My '12 Stmt-5	16709-510, 4th & Pacific signals	34.95	06/04/2012	020-20-53430	
My '12 Stmt-6	17498-511, Meadow Avenue	60.82	06/04/2012	022-22-53430	
My '12 Stmt-7	17975-511, 3610 Alder Lane Well #3	1,863.82	06/04/2012	021-05-58130	
My '12 Stmt-8	17990-511, 3809 Alder Lane Well #2	1,246.28	06/04/2012	021-05-58120	
My '12 Stmt-9	18512-512, 9th Street Park	32.24	06/04/2012	020-20-53430	
	Check Total:	11,695.59			
Vendor:0511	Tillamook Tire Service, Inc.			Check Sequence: 41	ACH Enabled: No
J10292	Backhoe flat repair-St Div	15.00	06/04/2012	020-20-53210	
	Check Total:	15.00			
Vendor:2051	Timothy M. Dolan			Check Sequence: 42	ACH Enabled: No
13083	Professional Services Month of May '12	505.00	06/04/2012	010-04-53060	
	Check Total:	505.00			
Vendor:0485	Traffic Safety Supply Co., Inc			Check Sequence: 43	ACH Enabled: No
953006	Markings for 1st Street Parking Lot	539.98	06/04/2012	020-20-53230	
	Check Total:	539.98			
Vendor:4364	Nickalaus Troxel			Check Sequence: 44	ACH Enabled: No
5.21.12	Reimb meals-TASER class/Newburg-Troxel	12.00	06/04/2012	010-07-53380	
	Check Total:	12.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4890	Watson - Marlow Inc.			Check Sequence: 45	ACH Enabled: No
0226107	(9) pump hoses-WW Div	544.75	06/04/2012	022-22-53210	
	Check Total:	544.75			
Vendor:4381	Suzanne Weber			Check Sequence: 46	ACH Enabled: No
May 2012	Council Stipend May 7 & 21, 2012	50.00	06/04/2012	010-01-53415	
	Check Total:	50.00			
	Total for Check Run:	39,473.79			
	Total Number of Checks:	46			

Accounts Payable
Computer Check Proof List

User: adm
Printed: 05/23/2012 - 10:05 AM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4976	International Conference of Po			Check Sequence: 1	ACH Enabled: No
5.23.12	Registration fees-Chaplain Chris Shiomi	320.00	05/23/2012	010-07-53350	
5.23.2012	Registration fees-Chaplain Carol Elms	320.00	05/23/2012	010-07-53350	
	Check Total:	640.00			
	Total for Check Run:	640.00			
	Total Number of Checks:	1			