

AGENDA
REGULAR CITY OF TILLAMOOK COUNCIL MEETING
~ MONDAY, SEPTEMBER 19, 2011 AT 7:00 P.M. ~
TILLAMOOK CITY HALL, 210 LAUREL AVENUE
www.tillamookor.gov

5:30 P.M. STUDY SESSION – PUD Transmission Lines

7:00 P.M. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES: August 15, 2011

PROCLAMATIONS

PRESENTATIONS/UPDATES/REQUESTS:

PUBLIC HEARINGS:

1. An Ordinance Annexing Territory Into The City of Tillamook Under Oregon Revised Statutes (ORS), And Consistent With The Tillamook Urban Growth Management Agreement (UGMA), Comprehensive Plan, Oregon Administrative Rules (OAR) and Statewide Planning Goals

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).

PENDING BUSINESS:

1. TRA Revitalization Plan

NEW BUSINESS:

1. PUD Request: Consent to Cross City Lands
2. Tillamook Estuaries Partnership Request: Letter of Consent for Tillamook County Water Trail Application to the National Recreation Trails Designation
3. Staff Report: Award of 3rd Street Water Line Bid
4. Appoint Council Liaison to Planning Commission
5. Staff Report: Telephone Use Policy

LEGISLATIVE:

1. Ordinance: First Reading of Naming North Main Avenue
2. Ordinance: Second Reading of Alley Vacation

COUNCIL CONCERNS – Non-Agenda Items

MONTHLY REPORTS:

1. City Recorder
2. Mayor

COMMITTEE REPORTS:

1. Urban Renewal Agency

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION

1. Tillamook County Circuit Court Letter Regarding Parking

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 coming up in October 2011 at City Hall:

1. City Council: Monday, October 3 & 17, 2011, 7:00 p.m.
2. Tillamook Urban Renewal Agency (TURA): September 28, October 12 & 26, 2011, 5:30 p.m.
3. Tillamook Planning Commission: October 6, 2011, 7:00 p.m.

POSTED: September 16, 2011

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

TILLAMOOK CITY COUNCIL MEETING
MONDAY, AUGUST 15, 2011
CITY HALL, 210 LAUREL AVENUE

COUNCIL EXECUTIVE SESSION: 6:30 P.M. ORS 192.660 (2)(e) Real Property Transactions.

CALL TO ORDER/FLAG SALUTE:

Mayor Weber called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

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
David Mattison, City Planner
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of August 15, 2011 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

1. Staff report from David Mattison, City Planner on request from Planning Commission to amend Planning Commission Bylaws. **(Exhibit A)**
2. Minutes of June 6, 2011. **(Exhibit B)**

MINUTES:

Council minutes for June 6, 2011 e-mailed and hard copy furnished tonight as Exhibit B and minutes for August 1, 2011 were available. **Councilor Sandusky made a motion to accept the minutes of June 6, 2011 as presented. Councilor Forster seconded the motion. There were no additions, deletions or corrections. Motion carried unanimously by Council seated. Councilor Henson moved approval of the Council minutes of August 1, 2011. Councilor Forster seconded the motion. There were no additions, deletions or corrections. Motion carried unanimously by Council seated.**

PRESENTATIONS:

Mayor Weber introduced the presentation of the Oath of Office to the City's newest police officer, Aaron Miller. As a former student of Mayor Weber and Councilor Cheryl Davy, Miller presented each of his former teachers with a rose.

Chief Wright introduced Miller and said that he will be attending the academy beginning August 22, 2011. Miller introduced his family. Sorensen issued the Oath of Office to Miller.

PUBLIC HEARINGS: OLCC CHANGE OF OWNERSHIP

City Manager Wyntergreen stated that the City had received an OLCC application from Carson Tillamook #1 (formerly Ryan & Dot's) for a change of ownership. No adverse conditions were found. **Councilor Forster moved approval of the OLCC application for a change of ownership. Councilor Harris seconded the motion. Motion carried unanimously by Council seated.**

CITIZENS HEARING: None.

NEW BUSINESS:

1. **Tillamook Urban Renewal Agency, First Street Parking Lot proposal – Wyntergreen** told the Council that the City had received a proposal from TURA for a two-year unrestricted renewable lease agreement for the newly constructed parking lot on First Street. The proposal includes a 120-day notice of termination to the City if a buyer is found. TURA would want 10% of gross revenues collected from parking spaces along with the City responsible for insurance, taxes, and staff for maintenance of the lot. They also recommend the City increase parking space rental from \$20/mo. to \$30/mo. They would want the City to exchange the 17 spaces located behind the Dutch Mill Restaurant to the parking lot which would free up the 17 spaces in the downtown area to the public. If Council is acceptable to the proposal they would have their legal counsel draw up the agreement for Council approval.

Council voiced concerns to the proposal. They did not like the lease to be an automatic 2-year unrestricted renewable lease but would like a review at the end of two years; the 120-day notice of termination would include the City to TURA, also. Sorensen asked that if the lease is approved could payments to TURA be made quarterly instead of monthly. With the approval of noted concerns, Wyntergreen was directed to take their comments to TURA.

2. **PERS request from the City Recorder – Mayor Weber** stated that Sorensen would like to take early retirement from PERS beginning September 1, 2011 and continue with the City as a regular retiree employee with maintaining the rest of her benefits. In so doing, she would save the City approximately \$3,000 in PERS payments through the end of the year. Councilor Sandusky said that the Personnel Committee heard the request at their last meeting and recommend approval from the Council. **Councilor Henson moved to allow Sorensen to take early PERS retirement beginning September 1, 2011. Councilor Forster seconded the motion.** Under discussion Wyntergreen clarified that Sorensen is also requesting the maintenance of her other benefits through the end of the year. **Councilor Henson amended his motion to include the maintenance of Sorensen's other benefits through the end of the year. Councilor Forster seconded the amended motion. Motion carried unanimously by Council seated.**
3. **City Attorney Contract recommendation – Wyntergreen** said that the contract reflects agreement by both parties and recommendation of approval from the Personnel Committee from recent discussions with Putman. The contract is an hourly rate, on-call instead of a retainer form of contract. It includes language of the recent Council Rules changes regarding the chain of command. Mayor Weber questioned 1.2 of the contract and asked if that section was in his prior contract. Wyntergreen said it appeared not to have been included in his last contract. Putman explained the intention of the language that a deposit may be required under special circumstances for special work. Council decided to let the language remain but to remove the bold and underlining. **Councilor Sandusky recommended that the Council enter into an employment and compensation agreement with John R. Putman for attorney services for the City of Tillamook. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.**
4. **Codification Proposals – Wyntergreen** briefed Council on the codification request for quotations. The City received five proposals as follows:

American Legal, \$7,600; Sterling Codifiers, Inc., \$9,800; Quality Code Publishing, \$10,435; Municipal Code Corporation, \$12,310 and, Code Publishing, Inc. \$13,087.50.

Staff recommends the contract be awarded to American Legal Publishing. A word document will be provided for editing. A pdf file of the document will be provided to our website for access by the Council and public. The project is budgeted for \$20,000 should additional options that are available be recommended by staff to the Council at a later date. **Councilor Sandusky made a motion to award the contract for the codification of City Ordinances to American Legal Publishing. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.**

LEGISLATIVE

1. RESOLUTION -- CODIFICATION

Wyntergreen explained that the resolution gives American Legal the authority to proceed. It gives them legal authority to do any manipulations of our codes, such as deletions of anything that goes against State law. Corrections will be noted and furnished to the City. **Councilor Sandusky** noted that the resolution contained two choices regarding legal review. Council agreed to remove the language ...at an estimated cost of \$6,925 (without legal review) or....

Councilor Sandusky made a motion to approve the resolution to provide for a code of ordinances, revising, amending, restating and codifying certain existing general ordinances (and to provide for an optional substantive legal review of ordinances) for the City of Tillamook, Oregon with the noted language removed. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.

2. RESOLUTION – IFA GRANT AND LOAN

Wyntergreen said that this is the finalizing document on the loan from the State Infrastructure Financing Authority not to exceed \$30,000 for an update to the City's Storm Drain Master Plan. The update is required for the City to come into compliance with DEQ requirements and to get our SDC's underway for storm drainage. This will give the City environmental compliance plus additional source of income that may be used to repay the loan.

Staff recommends approval of the resolution which has the contract for the mayor to sign attached as Exhibit A. The loan would be repaid from the Street, Storm Drain Fund.

Councilor Sandusky questioned the reference in the title of the resolution where it stated the loan was coming from the Water Fund. **Wyntergreen** clarified that it was coming from the State Water Fund and the word state could be added to the title. **Councilor Forster** asked what the interest rate was for the loan as it was not included in the information. The item was tabled while **Sorensen** retrieved the information.

3. ORDINANCE – UPDATE OF PLANNING COMMISSION BYLAWS

David Mattison, City Planner furnished the council with a staff report (Exhibit A) and briefed them as to the need to replace the Planning Commission Bylaws. Highlighting the changes included in the ordinance amendment were the removal of the City Manager and City Attorney as ex-officio members replaced with a liaison from the Council and removal of the Penalties section. Much discussion occurred on length of meetings and rights to disqualify.

Wyntergreen mentioned comments he would like considered by Council. V. (C) (page 4) removal of the words ex parte contact and bias because both are allowed but you have to declare ex parte contact prior to discussion of the matter. On page 5 under section B Hearings: General Rules insert the word Quasi-Judicial after General because the information in this section applies to when there is an application before you. Under Section VII (B) (page 7) he recommends changing the word may to shall in both sentences and inserting the word quasi-judicial before the word decision in the last sentence.

The matter went before the Council for discussion. **Councilor Sandusky** agreed with all of the staff recommended changes. He asked for rewording of Section D Rights of Disqualified Commission members (3). **Wyntergreen** said that language stating that if all commission members disqualify themselves the matter would be heard by the City Council for final decision-making. **Councilor Davy** suggested limiting the hours of the meeting consistent to what the Council has – maximum 3 hours. **Sorensen** suggested not including a specific starting time in case future commissions would want to change the starting time it would not change the document. Council agreed to this concept via consensus. They also agreed to remove the beginning time on Section V (A) so the first sentence would read Regular meetings will be held on the first Thursday of each month

Councilor Sandusky made a motion to have the first reading of the ordinance by title only and including amendments noted above. Councilor Forster seconded the motion. Motion carried unanimously by Council seated. Sorensen read the ordinance by title only. Second reading will follow at the next City Council meeting.

2. RESOLUTION – IFA GRANT AND LOAN (CONTINUED)

At this time Council went back to Agenda Legislative Item No. 2 – IFA loan. Sorensen said the interest rate on the loan was 3.41%.

Councilor Sandusky made a motion to approve the resolution of the City of Tillamook authorizing a loan from the State Water Fund by entering into a financing contract with the Oregon Infrastructure Financing Authority of the Business Development Department at an interest rate of 3.41%. Councilor Henson seconded the motion. Motion carried unanimously by Council seated.

COUNCIL CONCERNS:

Councilor Martin asked Wyntergreen about the “Out of Order” bathroom off the lunch room. Wyntergreen responded that he is open to suggestions on what to do with the space but it probably would not be addressed until later in the fall. All the public work crews are busy with painting and street projects at this time.

Councilor Forster said he attended a Tools for School benefit yesterday hosted by the Pioneer Museum. He reflected on the museum and its history and encouraged the Council not to forget the vision. He thanked the Museum as well as Frey Meyer and TLC Federal Credit Union for their continued support of the program that benefits so many youths. Unfortunately, they are about 400 backpacks short of their goal this year

Councilor Henson reported that the culverts are in good shape after being cleaned out on Holden Creek. What was found was that the creek bed is running uphill and will have to be dredged. The City will have to work with Division of State Lands, ODF&W, and DEQ. He feels this should be a City project and not given to any private organizations. Wyntergreen said he did not know how lengthy the permit process would be for some of the state agencies. There are some Technical Assistance grants coming up from the state and also grants from the Tillamook Estuaries Partnership. With the departure of Dr. Emmanuel from the OSU Extension, the Holden Creek working group needs to be reorganized and re-energized. Council gave kudos to Tillamook High School, Hampton Lumber and Tillamook Public Works Dept. for their help.

Councilor Forster asked Council to approve a 30-day extension to the Farmer’s Market, Tillamook Revitalization Association, and Second Street Market for their presentation of a plan to City Council. That plan was to be presented at the Sept. 19th meeting. He does not feel they will be ready at that time. **Councilor Henson** disagreed. The Tillamook Revitalization Association presented Council with their plan and met the criteria of the Council. The first extension was set to address some issues brought forth by the Farmer’s Market. They are meeting next Tuesday to address the issues. He does not see the advantage to another extension. **Mayor Weber** said that there is time after next Tuesday’s meeting if they want to request an extension.

MONTHLY REPORTS:

City Recorder – Sorensen stated that she is working on catching up with minutes. Information was included in packets to Council.

City Manager – Wintergreens' report was included in Council packets. He thanked Councilor Sandusky for conducting a Fair Housing class at the YMCA. With that completed he has submitted the close-out information for the Women's Resource Center grant to the CDBG program. The Chamber of Commerce will be taking over the promotion and advertisement of the Garage Sale Day for the City which is scheduled for Sept. 17th. At the next Council meeting staff hopes to be bringing forward recommendations for an Engineer of Record and next year's Auditor.

Beautification Committee will meet on August 17th at 2 p.m. here. Associations Committee will meet on Thursday, at 5:30 p.m. here to kick off their planning session. Several organization representatives have been invited to learn of their goals for the City. Input for the Parks Master Plan is being sought via a brochure for individuals to fill out and return noting what they would like to see at City parks. On Wednesday at 6 p.m. at the County Library Tillamook PUD is hosting a transmission line workshop

Slurry Seal project will be on Aug. 26th not the 25th as previously noticed. New notices will be distributed. **Wyntergreen** explained that the project is a preventative maintenance project. **Councilor Forster** said that a plan should have been developed for the homes that would be landlocked from 7 a.m. to 5 p.m. and shared with the councilors in the wards affected. He said there should have been alternatives and options for those affected. That way they would have been able to respond to citizen concerns.

MAYOR REPORT:

Mayor Weber said the City has been asked to actively participate on the Tsunami Outreach Steering Committee. Mayor Weber appointed Councilor Forster to the committee. Their first meeting is Aug. 23, 2011 at 10 a.m. at the 9-1-1 Center conference room. Purpose of the committee is to address a full scale evacuation drill scheduled for 2012.

Mayor Weber said she was looking for a volunteer to be liaison to the Planning Commission. She asked councilors to give it some thought. If she has not heard back from anyone voicing interest in the position she would appoint someone at the next meeting.

COMMITTEE REPORTS:

Personnel Committee: **Chair Councilor Sandusky** said that the committee had met and worked on the contract for the City Attorney. Next they will be looking at administrative staff evaluations that are supposed to occur annually.

Urban Renewal – Councilor Martin reported in the absence of Chair Councilor Sandusky that Urban Renewal is still in the process of discussing the parking lot.

OTHER:

Mayor Weber mentioned the inclusion of the Inventory of Vacant Homes produced by City Planner Mattison and Public Works Director Sullivan. Reason for the inventory was due to the loss of revenues in the Water Dept. and the effects of the recession on the City. Of the approximately 2,248 dwelling units in the City of Tillamook between 75-80 units are vacant.

AUTHORIZATION TO PAY BILLS:

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

GENERAL CHECKING ACCOUNT

Special Batch 8/2/2011	Check # 31040	\$ 2,399.80
Special Batch 8/15/2011	Checks # 31041-31050	\$ 6,035.18
Voided	Check # 31051	
A/P Batch 8/15/2011	Checks # 31052-31121	\$ 178,845.50

ADJOURNMENT:

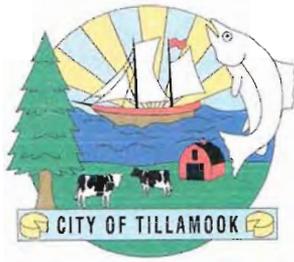
There being no further business Mayor Suzanne Weber adjourned the meeting at 8:38 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder



STAFF REPORT CITY OF TILLAMOOK

TO: Honorable Mayor and Members of City Council
FROM: Paul Wyntergreen, City Manager
DATE: September 15, 2011
SUBJECT: PETITION FOR ANNEXATION

ISSUE BEFORE THE COUNCIL:

Council consideration of a petition to annex 26.51 acres within the Urban Growth Boundary (UGB) into the City Limits of the City of Tillamook.

EXECUTIVE SUMMARY:

- On July 18, 2011, the City received a request for annexation with signed consents from two property owners in the northeast corner of the City's UGB. In accordance with **ORS 222.111 (2)**, a proposal for annexation of territory to a city may be initiated by a petition to the legislative body of the city by owners of real property in the territory to be annexed.
- The two parcels under consideration are 21.51 and 5 acres in size. The owners and potential developers are being represented by Mark McKechnie of Oregon Architecture out of Medford, Oregon.
- The petition was deemed complete on July 29th, 2011.
- At their August 1st, 2011 meeting, the Council elected to set a hearing for September 19th, 2011 for consideration of annexation without the question of the proposed annexation to the electors of the city.
- Notice of the annexation hearing was posted and circulated on September 6th, 2011. We have directly contacted Fairview Water District about this proposed annexation and they have not indicated any concerns at this time.
- The requirements for annexation are proscribed by Oregon Revised Statutes (ORS) Chapter 222, the City of Tillamook Comprehensive Plan, and the City/County Urban Growth Management Agreement (UGMA). The petitioners were required to submit findings to the Tillamook City Council addressing the following criteria:

The City of Tillamook Comprehensive Plan

Section 11. Annexation

Annexation and changes in the Urban Growth Area (UGA) shall be done only with findings that the following factors are considered:

- a. Demonstrated need to accommodate long-range growth including economic needs of the community;

- b. Need for housing, employment opportunities and livability, including availability of sufficient land for the various uses to ensure choices in the market place;
- c. Orderly and economic provision for public facilities and services;
- d. Efficient land use and utility patterns, including encouragement of development within the urban areas before conversion of urbanizable areas;
- e. Environmental, energy, economic and social consequences;
- f. Preservation of prime farmlands, especially Class I - IV soils;
- g. Compatibility of proposed uses with nearby agricultural activities;
- h. State and Federal law.

The City/County Urban Growth Management Agreement (UGMA)

Section 5: Annexations

Affirmative findings need to be made in relation to the following:

1. The land is contiguous with the city limits and within the Urban Growth Boundary.
2. The development of the property is suitable for the extension of utilities and roads to the surrounding area.
3. The City is capable of providing and maintaining its full range of urban services to the property without negatively impacting the City's ability to adequately serve all areas within the existing City limits.
4. The proposal is in compliance with the Comprehensive Plans of the City and the County.
5. A sanitary sewer shall be extended to all annexation areas when sewer plant capacity and sources of funding are available.

Section 6: Urban Services

The City and the Fairview Water District are hereby recognized as the providers of urban water and sewer services within the Urban Area. To this end the following shall prevail:

1. Extension of water and/or sewer services shall be required when they are consistent with the policies and proposals of the comprehensive plan and with any adopted functional plans for water and/or sewer which are consistent with the Comprehensive Plan.
2. All City services shall be provided and maintained to City Standards and under the supervision of the City, unless some other arrangement acceptable to the City has been made for the maintenance and supervision of services.

Section 8: Public Works Construction Standards

Public-works construction standards, as adopted by the City, shall be applied within the Urban Growth Area by the County. These standards shall include, but not be limited to, streets, curbs and sidewalks, water, sewer and storm drainage.

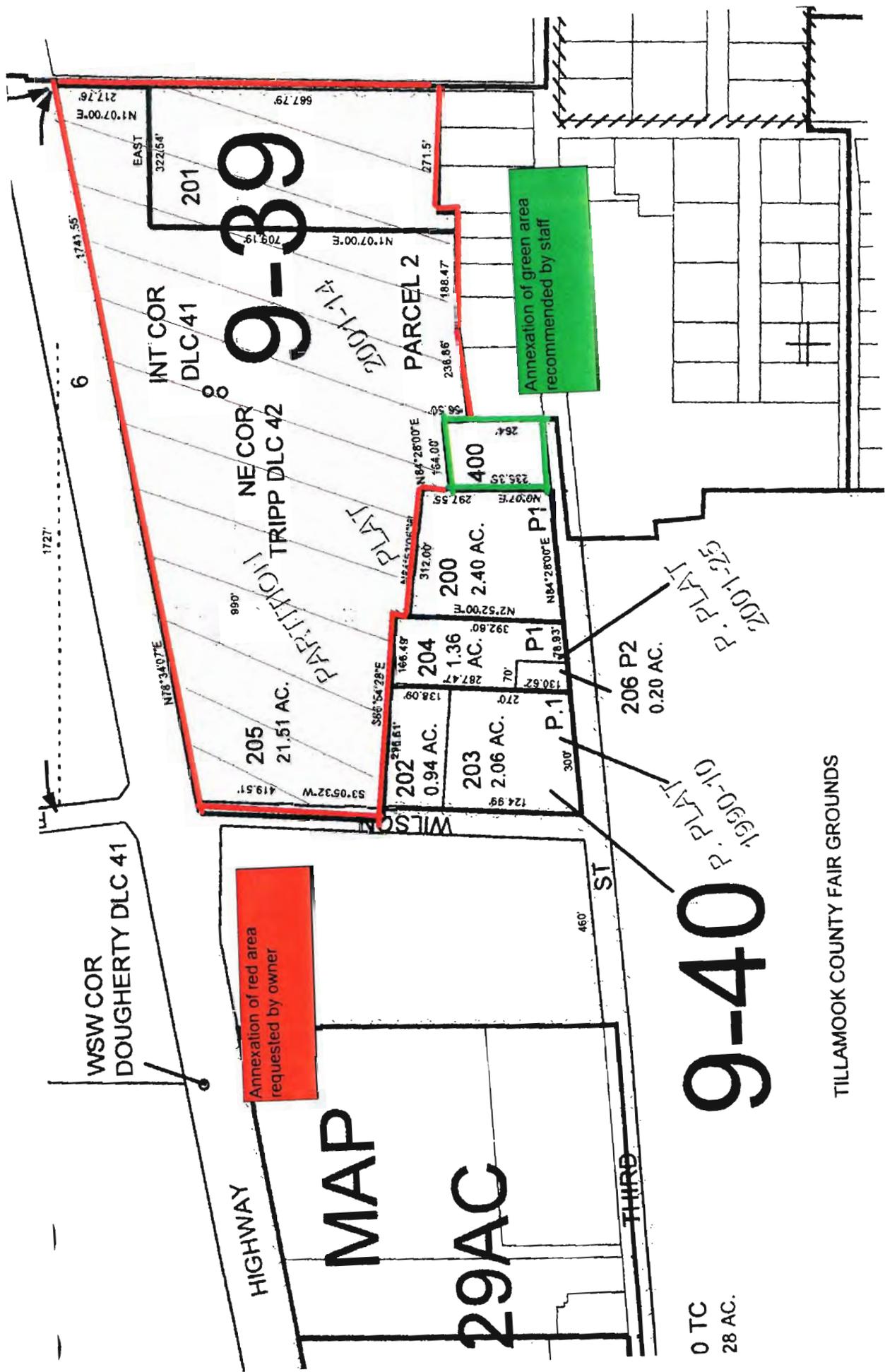
Section 10: Phasing of Development

In all cases, the City, County and all developers shall assure that development will not over-burden the capacity of public facilities or the carrying capacity of the environment.

- The petitioners findings are attached. After taking testimony at the hearing, the Council must make a determination as to whether the petitioners have satisfactorily addressed the above criteria.
- The petitioners have requested that the City Council follow **ORS 222.120** “Procedure without election by city electors; hearing; ordinance subject to referendum” and **222.170 (1)**, the ‘triple majority’ approach.
- The ‘triple majority’ approach requires that “more than half of the owners of land in the territory, who also own more than half of the land in the contiguous territory and of real property therein representing more than half of the assessed value of all real property in the contiguous territory consent in writing to the annexation of their land in the territory and file a statement of their consent with the legislative body on or before the day of the hearing”.
- Obviously, the petitioners have the 100% majority of ownership, acreage and assessed value of their two parcels. However, annexing only the two proposed parcels will create two “islands” of County property surrounded by City land: one “island” consisting of tax lot 400, Assessor’s Map Number (AMN) 1S 9 29 along Third Street and the other “island” made up of tax lots 300, 400, 500, & 600, AMN 1S 9 28BC also along Third Street.
- The inclusion of the first “island”, consisting of tax lot 400, Assessor’s Map Number (AMN) 1S 9 29, would not deter the annexation from being consummated under the triple majority rule; however, the inclusion of the second “island”, made up of tax lots 300, 400, 500, & 600, AMN 1S 9 28BC, would undermine the ownership majority, unless consents are submitted during the hearing, even the acreage and value majorities would probably remain intact.
- After the hearing, the Council may direct petitioners to prepare a legal description and staff to prepare an ordinance that declares that the territory which has been determined to carry the triple majority is annexed to the city.
- Once the legal description is received and incorporated into the draft ordinance, the adoption of the ordinance usually requires two readings at two different meetings. This ordinance, once adopted, is subject to referendum.

RECOMMENDATION:

- After the Council determines that the petitioners have satisfied the required findings, approve the requested annexation with the inclusion of tax lot 400, Assessor’s Map Number (AMN) 1S 9 29 along Third Street in order to eliminate one of the two “islands” that would result from this annexation request (please see attached map).



WSW COR DOUGHERTY DLC 41

HIGHWAY

MAP 29AC

THIRD ST

460' ST

WILSON

Annexation of red area requested by owner

Annexation of green area recommended by staff

9-39

INT COR DLC 41

NE COR TRIPP DLC 42

PARCEL 2

9-40

0 TC
28 AC.

TILLAMOOK COUNTY FAIR GROUNDS

1727'

6

8

980'

N78°34'07"E

205
21.51 AC.

202
0.94 AC.

203
2.06 AC.

204
1.36 AC.

200
2.40 AC.

400

206 P1
0.20 AC.

206 P2
0.20 AC.

200 P1
2.40 AC.

200 P2
2.40 AC.

N1°07'00"E
217.76'

EAST
322'54"

201

N1°07'00"E
709.19'

687.79'

N1°07'00"E
1988.47'

271.5'

236.86'

N84°28'00"E
164.00'

N0°37'E
297.55'

N2°52'00"E
392.80'

S86°54'28"E
166.48'

S3°05'32"W
419.51'

N84°28'00"E
130.62'

70'

300'

78.93'

300'

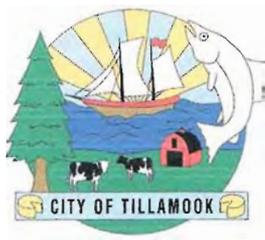
460'

1727'

2001-14

2001-25
P. PLAT

1990-10
P. PLAT



PUBLIC HEARING
City of Tillamook Annexation

NOTICE is hereby given that the Tillamook City Council will conduct a Public Hearing beginning soon after 7:00 p.m. on Monday, September 19th, 2011 at City Hall, 210 Laurel Avenue, Tillamook, OR 97141.

PURPOSE OF HEARING:

To consider annexing parcels within the city's Urban Growth Boundary (UGB) area into the City limits. A majority of property owners have signed consent to annex forms to sewer service. The area under consideration is located between Wilson River Loop Road – Schild Road and OR Highway 6 – 3rd Street. Maps showing the territory proposed for annexation are available for review at City Hall.

The City Council will consider annexing these parcels under ORS 222.170 (1). This law allows annexation without an election if:

- 1) More than half of the owners of the land;
- 2) Who own more than half of the land;
- 3) Representing more than half the assessed value of the annexing territory;

consent in writing to the annexation, and file their consent with the City Council by the public hearing date.

Citizens are encouraged to attend this hearing to offer comments. Comments may also be made in writing or email, sent to the office of the City Manager of Tillamook, 210 Laurel Avenue, Tillamook, OR 97141, ATTN: Paul Wyntergreen, Phone 503-842-2472 ext. 3460.

Email address: pwyntergreen@tillamookor.gov

TO BE CONSIDERED BY THE CITY COUNCIL, WRITTEN COMMENTS MUST BE RECEIVED AT THE OFFICE OF THE CITY MANAGER BY 4:00 P.M. ON SEPTEMBER 19, 2011.

THIS IS A PUBLIC MEETING PER ORS CHAPTER 192. CITY HALL IS HANDICAPPED 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 1-800-848-3458 (TDD) OR 1-800-848-4442 (VOICE). THE CITY OF TILLAMOOK IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

Posted: September 6, 2011
Tillamook City Hall
Tillamook County Court House
Tillamook Fire District
Tillamook County Library Main Branch

**Published in the Tillamook Headlight Herald on
September 7, 2011 and September 14, 2011**

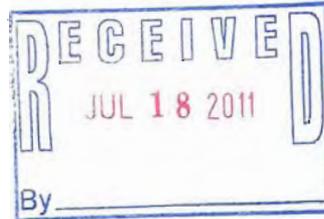


(541) 772-4372

221 WEST 10TH ST • MEDFORD, OR 97501 • FAX: (541) 499-6329 • WWW.OREGONARCHITECTURE.BIZ

July 15, 2011

Paul Wintergreen, City Manager
City of Tillamook
210 Laura Avenue
Tillamook, OR 97141



RE: Annexation Request

Dear Paul:

Enclosed are 10 copies of a request for annexation, along with a narrative justification addressing the annexation criteria.

Let me know if you have any questions, as well as when this will be able to make it before the City Council.

We are hard at work on developing all the documentation necessary to submit for development approval for the shopping center that is proposed for this site.

Please contact me directly with your questions, either by telephone at the above number, or via e-mail at mark@oregonarchitecture.biz.

Best Regards,

Mark McKechnie
Agent for the Owner and Developer



(541) 772-4372

221 WEST 10TH ST • MEDFORD, OR 97501 • FAX: (541) 499-6329 • WWW.OREGONARCHITECTURE.BIZ

July 13, 2011

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

RE: Annexation of Lots 201 and 205, Tax Map 1S 929

Members of the Council;

On behalf of the Owners of the referenced parcels, we petition the City Council to annex these parcels to the City of Tillamook.

ANNEXATION CRITERIA

The Owner and the Developers of this parcel (Tax Map 1S 929, Lots 201 and 205) are requesting that the area be annexed into the City of Tillamook. The property has been previously identified and approved to be included within the Urban Growth Boundary for the City of Tillamook. We believe, based on the following criteria, that annexation of this property is in the best interests of the City of Tillamook.

COMPREHENSIVE PLAN

A. Demonstrated need to accommodate long-range growth including the economic needs of the community.

COMMENTARY: While Tillamook has land zoned for retail uses available throughout the city, there are no large tracts with appropriate soils, available utilities and frontage on major traffic routes to address the demonstrated need for more retail space within the city limits. The site the developers are requesting to be annexed meets the demonstrated need and satisfies other criteria for annexation.

B. Need for housing, employment opportunities and livability, including availability of sufficient land for the various uses to ensure choices in the market place.

COMMENTARY: There is not currently enough land for employment opportunities to ensure choices in the market place.

C. Orderly and economic provision for public facilities and services.

COMMENTARY: If the requested land is annexed it will allow for the orderly and economic provision of public facilities and services.

D. Efficient land use and utility patterns, including encouragement of development within urban areas before conversion of urbanizable areas.

COMMENTARY: The land proposed to be annexed currently abuts development on two sides, so it fits into the pattern of efficient land use. There is not enough other parcels of this size within the city limits to allow for development choices.

E. Preservation of prime farmlands, especially Class I-IV soils.

COMMENTARY: This site is not prime farm land

F. Compatibility of proposed uses with nearby agricultural activities.

COMMENTARY: The site is bound on two sides by existing development, a third side by a state highway and the fourth side by land that is not currently farmed. There is no farmland immediately adjacent to the site this use would be in conflict with. The proposed use of the site as a retail center is not in conflict with agricultural uses that are nearby, but not immediately adjacent to the site. New vehicle traffic will be confined to the site or the immediately adjacent roads, and retail uses generally do not create objectionable noise, odors or other objectionable environmental impacts. The agricultural uses are far enough away that they will not negatively impact the new retail uses.

G. State and federal law.

COMMENTARY: The proposed annexation is not contrary to state or federal law.

THE CITY/COUNTY URBAN GROWTH MANAGEMENT AGREEMENT

SECTION 5: ANNEXATIONS

1. The land is contiguous with the city limits and within the Urban Growth Boundary.

COMMENTARY: The land requested to be annexed is contiguous with the city limits.

2. The development of the property is suitable for the extension of utilities and roads to the surrounding area.

COMMENTARY: A water main extension is currently planned along the frontage of the site separate from this annexation request. Sewer is also available. The site is suitable for the extension of these and other public and franchise utilities.

3. The City is capable of providing and maintaining its full range of urban services to the property without negatively impacting the City's ability to adequately serve all areas within the existing City limits.

COMMENTARY: The City has the capacity to provide a full range of urban services to this site without negatively impacting its ability to adequately serve all other areas in the City.

4. The proposal is in compliance with the Comprehensive Plans of the City and the County.

COMMENTARY: The requested annexation is in compliance with both Comprehensive Plans.

5. A sanitary sewer shall be extended to all annexation areas when sewer plant capacity and sources of funding are available.

COMMENTARY: There is available sanitary sewer plant capacity to service this site, and public sewer is proposed to be extended along Wilson Loop Road. The construction of a lift station near Wilson Loop Road is proposed as part of the development of the site.

SECTION 6: URBAN SERVICES

1. Extension of water and/or sewer services shall be required when they are consistent with the policies and proposals of the comprehensive plan and with any adopted functional plans for water and/or sewer which are consistent with the Comprehensive Plan.

COMMENTARY: The developers are expecting water and sewer to be extended to the site. The water line is proposed to be looped through the site to provide redundancy for the city's existing system. This is consistent with the adopted comprehensive plan.

2. **All City services shall be provided and maintained to City Standards and under the supervision of the City, unless some other arrangement acceptable to the City has been made for the maintenance and supervision of services.**

COMMENTARY: All city services will be provided and maintained at current city standards.

SECTION 8: PUBLIC WORKS CONSTRUCTION STANDARDS

1. **Public-works construction standards, as adopted by the City, shall be applied within the Urban Growth Area by the County. These standards shall include, but not be limited to, streets, curbs and sidewalks, water, sewer and storm drainage.**

COMMENTARY: Public works standards will be applied to any public improvements constructed within the area requested to be annexed.

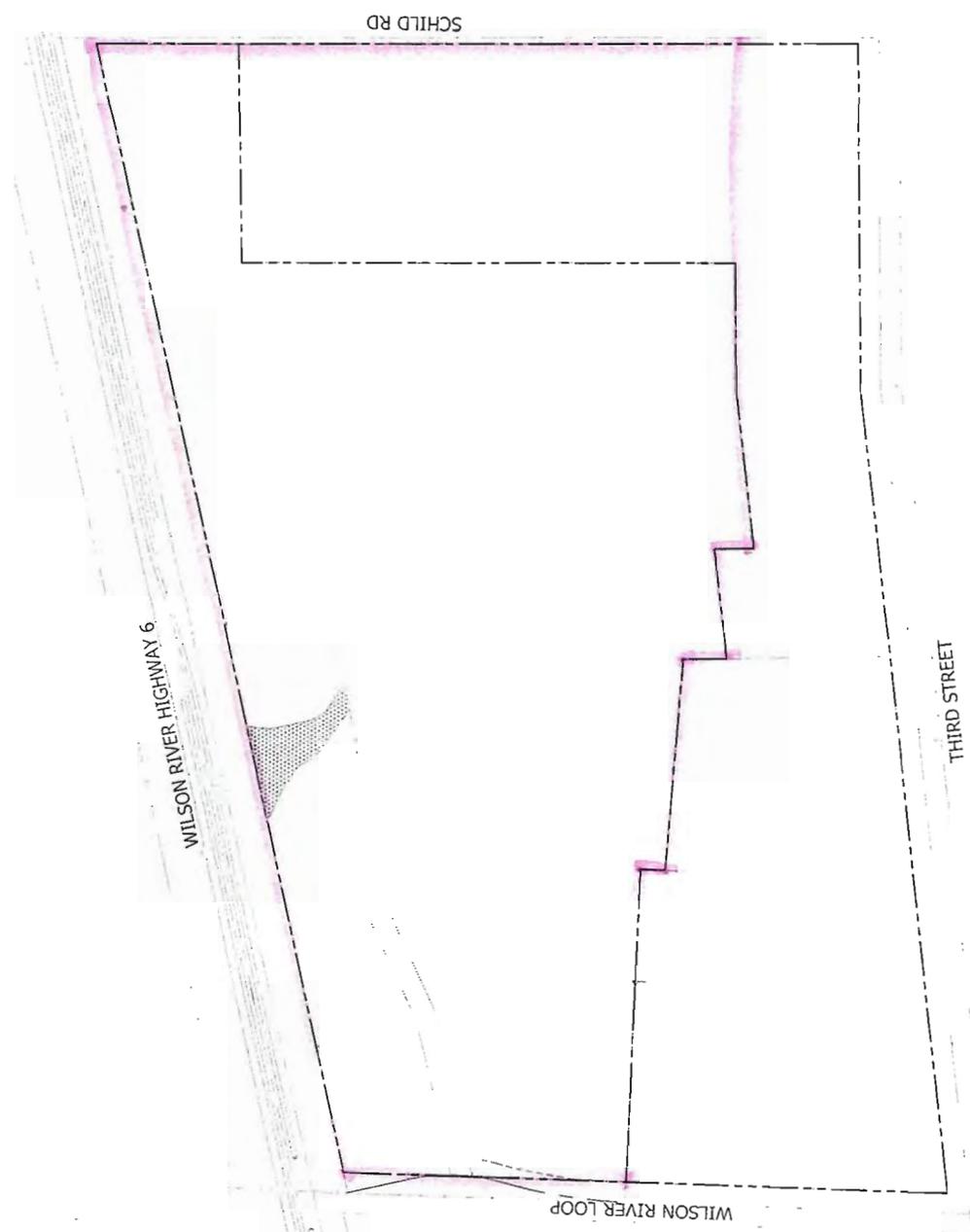
SECTION 10: PHASING

1. **In all cases, the City, Count, and all developers shall assure that development will not overburden the capacity of public facilities or the carrying capacity of the environment.**

COMMENTARY: The proposed development on the site being requested to be annexed will not overburden the current capacity of public facilities or the carrying capacity of the environment.

Respectfully submitted, Mark McKechnie, Architect

DATE	
BY	
PROJECT	
NO.	
DATE	
BY	
PROJECT	
NO.	



SITE PLAN
 SCALE: 1" = 80'-0"

PETITION

CONSENT TO ANNEXATION OF TERRITORY

I (we), the undersigned, being the owner(s) of the real property hereinafter described, do consent to have said real property annexed to the City of Tillamook, Oregon, and request of the City Council of Tillamook, Oregon, that the appropriate proceedings be initiated to effect the annexation of said real property to Tillamook City, Oregon. If I am a resident of the territory proposed to be annexed, I also consent to the annexation as an elector or voter residing in the territory.

We recognize the need of sewer service within this area and support the construction of such a system. We will not remonstrate against such a project providing the cost is reasonable for the service and supported by a majority of the effected property owners. This consent to annex is valid indefinitely, unless earlier revoked in writing.

This agreement is signed realizing sewerage and annexing of this area does not contain a date certain of construction nor annexation.

The legal description of said real property, situated in Tillamook County, State of Oregon, is as follows: MAP 13 929, TAX LOTS 201 & 205

<u>Name</u>	<u>Signature</u>	<u>Mailing Address</u>
<u>DAVID D. NEAL</u>	<u>[Signature]</u>	<u>10035 FAIRVIEW RD</u> <u>TILLAMOOK, OR 97141</u>
<u>DENNY PASKREW</u>	<u>[Signature]</u>	<u>1455 FAIRVIEW RD</u> <u>TILLAMOOK, OR 97141</u>

State of Oregon
County of Tillamook

Subscribed and sworn before me this 15th day of July, 2011



[Signature]
Notary Public for Oregon
My Commission Expires: 1-5-2012

**TILLAMOOK REVITALIZATION ASSOCIATION
THREE YEAR ACTION PLAN PER
BUSINESS SURCHARGE RESOLUTION
AUGUST 23, 2011**

Attached you will find our budget for the 2011-2012 fiscal year. As you can see, our wishes fall short of what we can realistically expect to receive through the Business Surcharge Funding. However, since we are a 501 c3 we are eligible for grants. Our hope is that through grants and fundraisers we will be able to secure the funding to do all the things we find important to the revitalization of Tillamook.

TRA activities: Over the next three years, we will carry on our traditional events such as Moonlight Madness (great plans for this year, don't miss it) and the Halloween Downtown Trick or Treat.

We want to take an active part in the city's Promotions Committee and help with at least one project.

Stable funding for both the Farmers' Market and Second Street Public Market by the end of 2014 is a high priority. Both of these projects bring people downtown and definitely add to the livability of our community.

By their very nature, Farmers' Markets are funded by vendor fees, grants and fundraisers. (There is a complete study done by Garry Stevenson, Larry Lev and Linda Brewer of OSU on how Farmers' Market operate, the hours that market managers work per size of market and just about anything else you want to know about a farmers' market and were afraid to ask. This information can be found at <http://extension.oregonstate.edu/catalog/details.php?search=farmers+market&submit.x=12&submit.y=6>)

The Tillamook Revitalization Association and the Second Street Public Market venue are willing to join the Farmers' Market Advisory Board in fundraising activities.

Public Market: In the first year, the market has generated enough income to hire a 15 hr. per week employee. Volunteers continue to come forward to both serve on the advisory board and volunteer at the front desk. The market is, as of this time, close to capacity. I say close, as we are still trying to carve out additional space for vendors and consignees.

In the next three years, we hope to 1) bring the market to a point where it can sustain a 20 hour per week manager. 2) Fine tune our consignee base to generate additional income for both the market and the consignee. 3) Implement a "Made in Tillamook County" section with produce, value added products and specific items generic to the area. 4) We have partnered with the new local music store and hope to feature after hour concerts as fundraisers on a regular basis.

Farmers' Market: (This information provided by the Farmers' Market Advisory Board)

Specific goals and metrics:

Increase vendors meeting our stated criteria by 30% over the next 3 years. In 2010 the TFM averaged 34 vendors per Saturday. By the end of 2013 our goal is to average 45 per Saturday.

Growing the Market generates more operating funds for TFM allowing us to meet our other on-going operational needs and continue our expansion.

Increase market attendance by 30% over the next 3 years (*the usual method of estimating attendance is by taking a 10 minute sample of people entering the Market every hour and expanding that data*). In 2010 the TFM averaged 2,100 people per Saturday. By the end of 2013 our goal is to average 2,730 people per Saturday.

The more people we bring into the Market translates to more people in the downtown area which is good for all downtown businesses.

Continue the SNAP program in 2011. Beginning in 2012, develop and implement a process to create matching funds for this program. By the end of 2013 have in place a permanent matching funds program for SNAP.

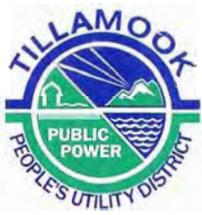
Respectfully Submitted,

Chris Kell

Administrative Assistant to the TRA

TRA PROPOSED BUDGET CORRESPONDING WITH THE CITY OF TILLAMOOK 2011-12 FISCAL YEAR

INCOME	LINE ITEM BUDGETED	TOTAL BUDGETED	COMMENTS
City of Tillamook, 2011-12 Surchage	\$12,000.00		
Second Street Public Market	\$2,400.00		In-Kind office space
	INCOME TOTAL	\$14,400.00	
EXPENSES	LINE ITEM BUDGETED	BUDGETED	COMMENTS
OPERATIONS TOTAL			
Employee wages, 10 hrs per week @ \$12 per hour	\$6,240.00		
Workforce Consolidation Team/Payroll expenses	\$700.00		
Liability Insurance	\$950.00		
Legal fees	\$500.00		
Office Expense, Rent @ \$200 per month	\$2,400.00		
Office Expense, supplies/copies/faxes	\$300.00		
Accounting/corporate fees	\$2,000.00		Review of TRA, Tillamook Farmers' Market and the Second Street Public Market books and filing of the appropriate returns with the IRS and Oregon Department of Revenue
E/D/C/T C Dues	\$35.00		
	OPERATIONS TOTAL	\$13,125.00	
SHOP LOCAL PROMOTION			
Advertising with local media	\$300.00		
Halloween Downtown Trick or Treat Promotional items	\$300.00		
Moonlight Madness, Entertainment	\$600.00		
Moonlight Madness, Promotion giveaways	\$1,000.00		
Shop Local Christmas Promotion, entertainment/giveaways	\$800.00		
	SHOP LOCAL PROMOTION TOTAL	\$3,000.00	
REVITALIZATION			
Paint Program @ 2.5 businesses	\$1,500.00		20 gal per building @ \$30 a gal.
	REVITALIZATION TOTAL	\$1,500.00	
ASSOCIATIONS COMMITTEE PARTICIPATION			
2011-12 project	\$700.00		
	ASSOCIATIONS TOTAL	\$700.00	
	GRAND TOTAL	\$18,325.00	



Tillamook People's Utility District

Directors
Harry E. Hewitt
Edwin L. Jenkins
Doug Olson
Ken R. Phillips
Barbara A. Trout

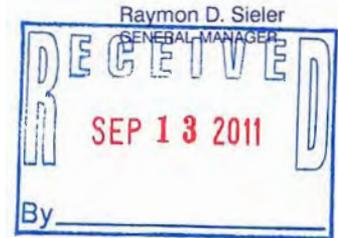
A Customer-Owned Electric Utility

Office: 503 842-2535 • Toll-free: 800 422-2535 • Fax: 503 842-4161

www.tpud.org

September 13, 2011

Paul Wyntergreen
City of Tillamook
Tillamook City Hall
210 Laurel Street
Tillamook, OR 97141



RE: Permission for Tillamook People's Utility District Application Filing for a City of Tillamook Conditional Use Permit for the Proposed Tillamook to Oceanside 115-kV Transmission Line

Per our recent telephone conversation regarding our upcoming workshop with the City, enclosed is the letter we discussed. David Mattison previously reviewed and approved it.

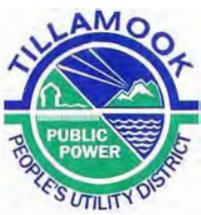
Please call me if you have any questions.

Sincerely,

TILLAMOOK PEOPLE'S UTILITY DISTRICT

Robert S. White, Manager
Power Services Group

RW:nk



Tillamook People's Utility District

Directors
Harry E. Hewitt
Edwin L. Jenkins
Doug Olson
Ken R. Phillips
Barbara A. Trout

A Customer-Owned Electric Utility

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www.tpud.org

Raymon D. Sieler
GENERAL MANAGER

TO:

City of Tillamook
Attention: Paul Wyntergreen
Tillamook City Hall
210 Laurel Street
Tillamook, OR 97141

RE: Permission for Tillamook People's Utility District Application Filing for a City of Tillamook Conditional Use Permit for the Proposed Tillamook to Oceanside 115-kV Transmission Line

This document serves as notice that the **CITY OF TILLAMOOK** as owner of the real property described below ("Property Description") expressly grants permission for the Tillamook People's Utility District to file a land use application with the City of Tillamook for permits necessary for the construction of a proposed transmission line and related facilities upon these parcels.

PROPERTY DESCRIPTION:

ASSESSOR'S TAX MAP NUMBERS:
1S 10 25AC 4500
1S 10 25AC 4601
1S 09 30BC 100
1S 09 30BC 200
1S 10 25AC 400
1S 10 25AD 200
1S 10 25AD 190

Sincerely,

Landowner Signature

Printed Name: _____

Date: _____



Tillamook People's Utility District

Directors
Harry E. Hewitt
Edwin L. Jenkins
Doug Olson
Ken R. Phillips
Barbara A. Trout

1 Customer-Owned Electric Utility

Office: 503 842-2535 • Toll-free: 800 422-2535 • Fax: 503 842-4161

www.tpud.org

Raymon D. Sieler
GENERAL MANAGER

TO:

City of Tillamook
Attention: Paul Wyntergreen
Tillamook City Hall
210 Laurel Street
Tillamook, OR 97141

**RE: Permission for Tillamook People's Utility District Application Filing for a City of
Tillamook Conditional Use Permit for the Proposed Tillamook to Oceanside 115-kV
Transmission Line**

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PROPERTY DESCRIPTION:

ASSESSOR'S TAX MAP NUMBERS:	
IS 10 25AC 4500	→ Map 3
IS 10 25AC 4601	→ Map 3
IS 09 30BC 100	→ Map 2
IS 09 30BC 200	→ Map 2
IS 10 25AC 400	→ Map 3
IS 10 25AD 200	→ Map 1
IS 10 25AD 190	→ Map 1

Sincerely,

Landowner Signature

Printed Name: _____

Date: _____

01S10W21
TILLAMO

CAMDCI

- 10C
- 30C
- 40C
- 50C
- 23C
- 33C
- 34C
- 42C
- 44C
- 46C
- 56C
- 79C
- 85C
- 93C
- 96C
- 12C
- 30C
- 31C
- 50C
- 81C
- 80C
- 12C
- 79C

S.E. 1/4 N.E. 1/4 SEC. 25 T. 1S. R. 10W. W.M.

Tillamook County

1" = 100'

FOR ASSESSMENT AND TAXATION ONLY. NOT SUITABLE FOR
LEGAL ENGINEERING OR SURVEY PURPOSES

9-41

SEE MAP 1510W 25AA

SLOUGH

HOQUARTON

WIDE LOTS

STREET

FRONT

AVENUE

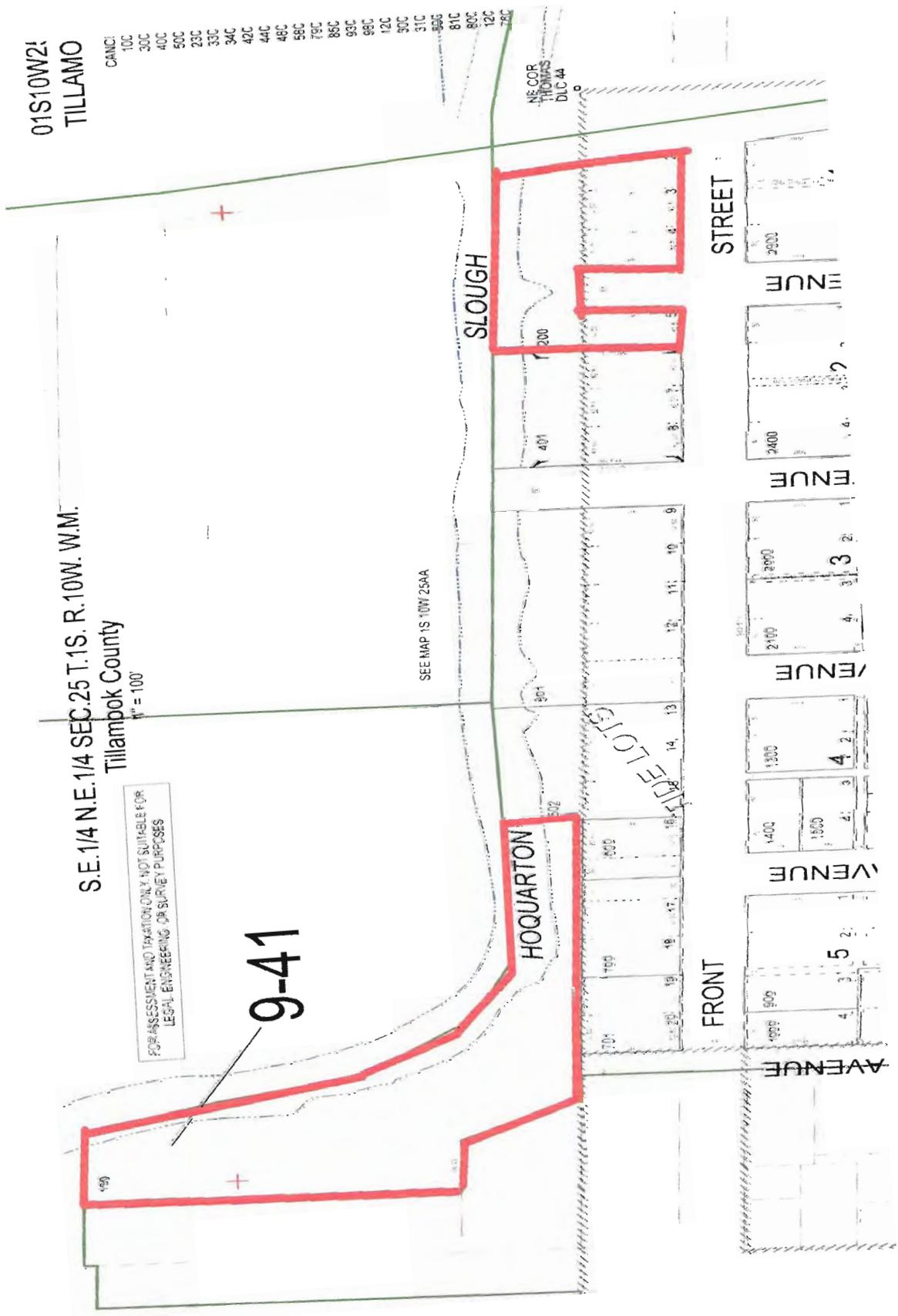
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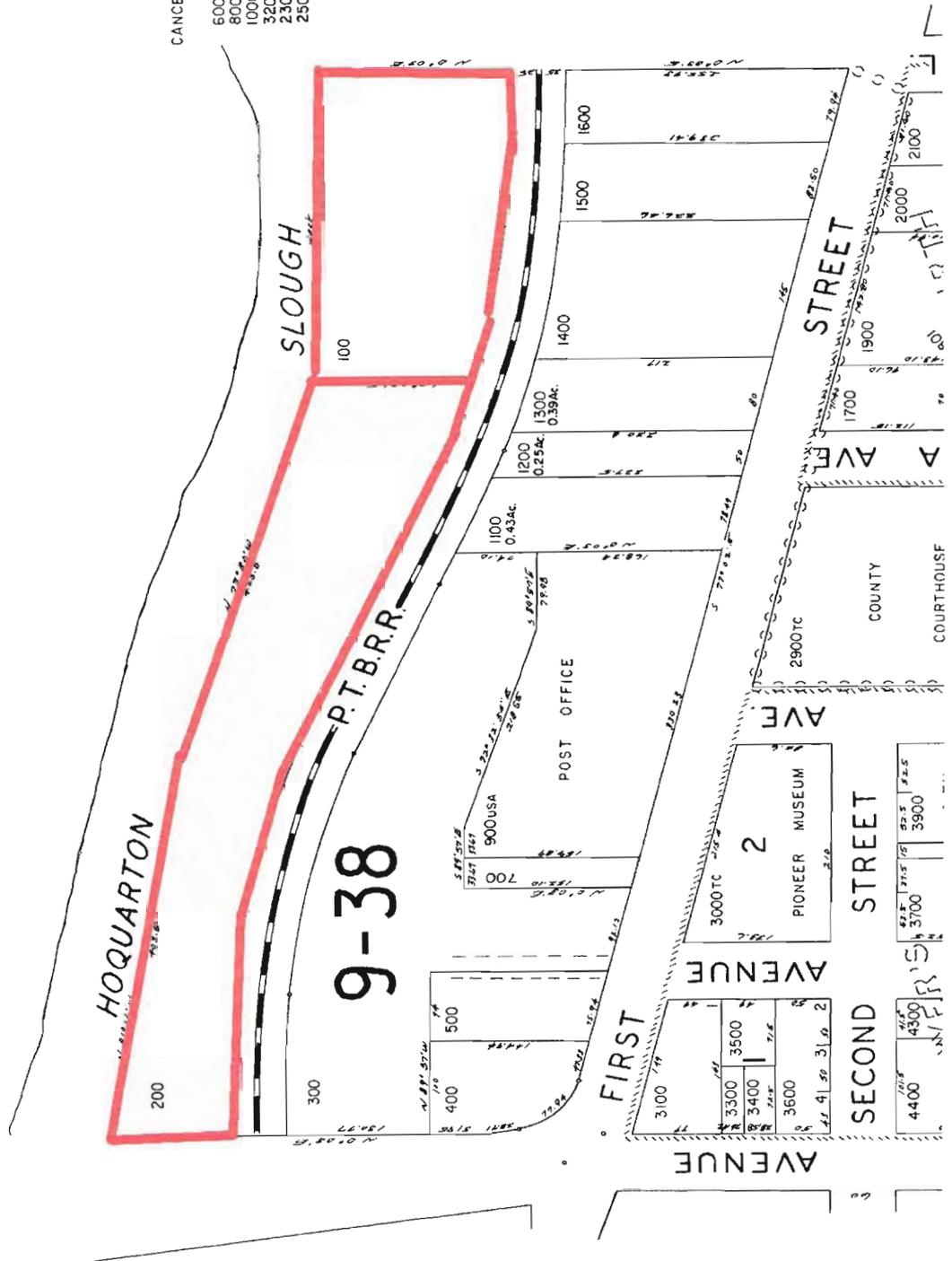


SEE MAP IS 9 30BD

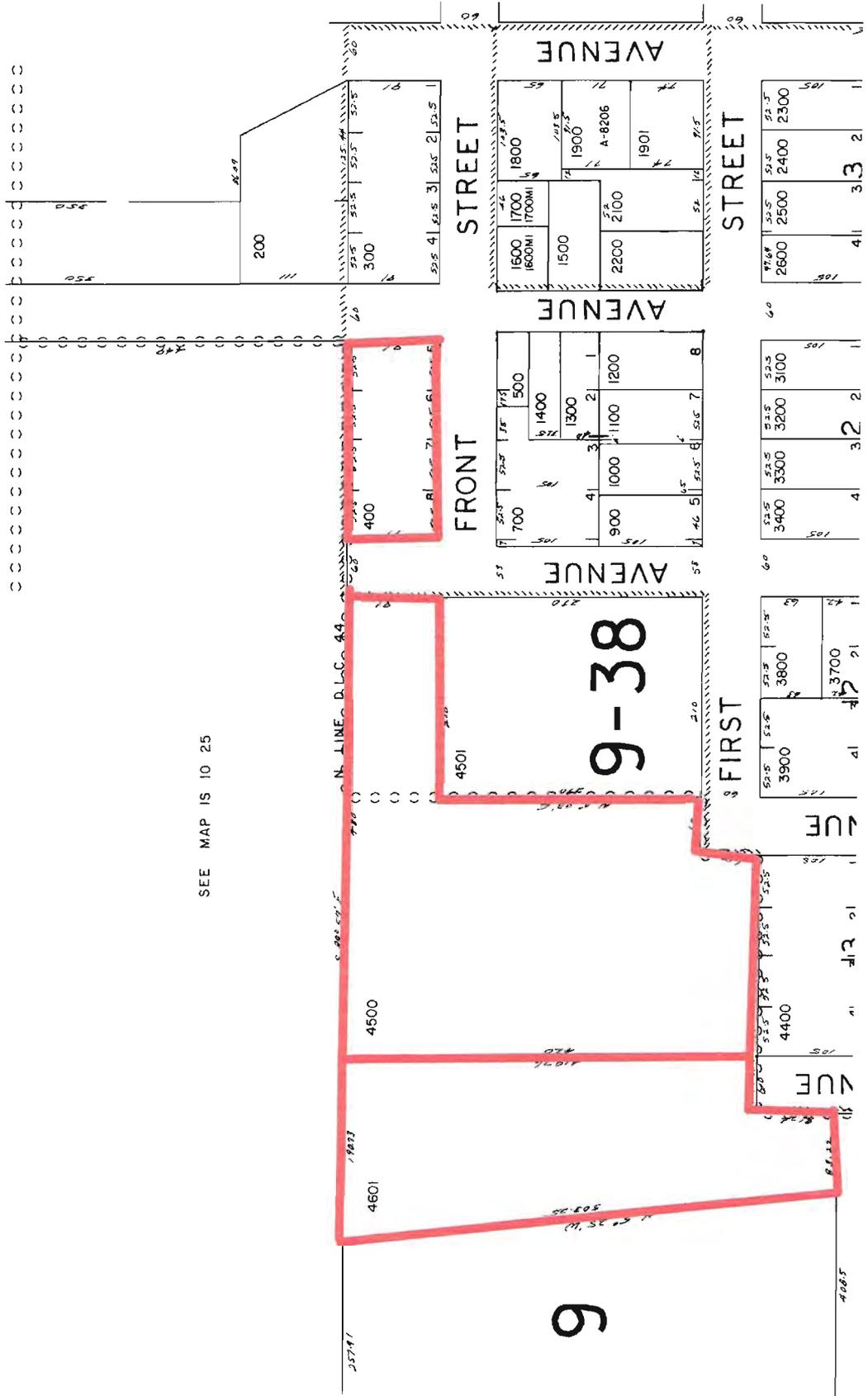
SEE MAP IS 9 30BB

CANCELLED

- 600
- 800
- 1000
- 3200
- 2300
- 2500



SEE MAP IS 10 25AD



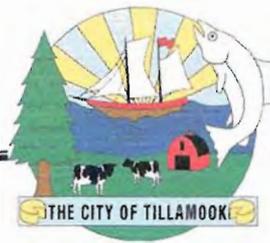
David Mattison

From: "David Mattison" <dmattison@tillamookor.gov>
To: "Paul Wyntergreen" <pwyntergreen@tillamookor.gov>
Sent: Wednesday, April 06, 2011 10:55 AM
Subject: Potential Council Conflict of Interest
Paul,

State statute, ORS 244.010 and 244.020, basically recognize that such situations when the city is the applicant could occur and there would be no "conflict of interest" by the Council if they made a decision regarding property the city owns. City government is not a business entity as defined in the statute, so it is excluded from the definition of "conflict of interest". Since the city owns land and is the applicant for a CUP to allow a utility facility on that land, whether the decision maker is staff, the planning commission or city council, there is no conflict for the city to make a decision about city owned, or controlled, land. The decision is being made for the greater public benefit, not for a personal financial gain. Conflict of interest involves actual or potential financial gain by an individual decision maker, a family member, or a business entity in which they have an interest.

In a situation where the decision maker (an individual Councilor) would personally benefit financially, they should not participate. For example, if a Councilor is a business partner of someone who has applied for a land use issue that come before Council and the individual Councilor would see their income increase as a result of approving the land use application for their business partner, then the Councilor should not make the decision. If one of the Councilors would personally benefit financially, then in that case that Councilor should declare the conflict and not participate. In the case of the transmission line, if the Council is the decision maker and the decision includes the construction of improvements which would benefit an abutting property which is owned by a Councilor and which would increase the value of the property, then the Councilor individually should not participate in that decision. There would be no "conflict of interest" by the Council if they had to make a decision regarding property the city owns.

David Mattison
City Planner
City of Tillamook
(503) 842-3443



September 19, 2011

Department of the Interior
National Recreation Trail Coordinator
National Park Service (Org Code 2220)
1201 Eye Street, NE, 9th Floor, Space #7
Washington, D.C. 20005

Dear Ladies and Gentlemen;

We would like to express the Tillamook City Mayor and Council's support for designation of the Tillamook County Water Trail as a National Recreation Trail in Tillamook County, Oregon.

The Tillamook County Water Trail is a strong candidate for designation as a National Recreation Trail as a section of it known as Hoquarton Slough is located within the city limits of Tillamook, near the city center, and the Hoquarton Interpretive Park is designated a city park with the Hoquarton Slough running through it. The city is also exploring plans to extend the park along the slough sometime in the future.

As owner of land on which the trail crosses, the City of Tillamook thanks you for the consideration of the Tillamook County Water Trail for designation as a National Recreation Trail.

Sincerely,

Mayor Suzanne Weber
City of Tillamook

Debbi Reeves

From: Paul Wyntergreen <pwyntergreen@tillamookor.gov>
Sent: Thursday, September 08, 2011 12:33 PM
To: Debbi Reeves
Subject: FW: Letter of Consent Request - Water Trail
Attachments: Sample NRT Letter of Consent.Word03.doc; Addressee_Support_TEP_WT.doc

Please place on next agenda.

From: Julie Chick [mailto:julie@tbnep.org]
Sent: Thursday, September 08, 2011 12:11 PM
To: sbecraft@co.tillamook.or.us; 'Chris Knutsen'; d1drake@blm.gov; pete.marvin@state.or.us; larry.oswald@state.or.us; 'Kevin'; manager@ci.nehalem.or.us; 'SKINNER Kate'; pwyntergreen@tillamookor.gov; 'Rep Boone'; Roy_Lowe@fws.gov; 'George Buckingham'; 'Delbert Schleichert'; martin.law@state.or.us; director@tcpm.org
Cc: Dan_Miller@nps.gov; 'Lisa Phipps'
Subject: Letter of Consent Request - Water Trail

Greetings,

We have been invited to apply for National Recreation Trails Designation through the National Park Service for the entire Tillamook County Water Trail (TCWT) and are asking for your support. **In order to apply for national designation, each land owner/site manager of every public access point MUST SUBMIT WRITTEN CONSENT TO THIS APPLICATION. We cannot proceed without a letter from you.**

I have attached a sample letter of consent, and a word document with addressee info. Below I have listed the basic criteria for a water trail to apply, and potential benefits for our water trail/community. I must receive your hard copy letter at the TEP office (address below) by **October 7, 2011** in order to include it in our application.

Big news, the TCWT is the recent award of the Oregon State Park's Recreation Trail Program grant for \$31,600 for the production of Phase III, the Nestucca/Sand Lake Water Trail Guidebook. We could not have done this without your involvement.

Again, your endorsement for the TCWT is critical in obtaining a National Recreational Trails Designation. The TCWT is informing residents and visitors both locally and regionally about the wonderful recreational opportunities that our waterways have to offer. This designation will allow us to share this project and Tillamook County on a national level. This designation will highlight not only the TCWT, but all of the partnerships that make it a reality.

Thank you, in advance, for your support.

Please call me at 503-322-2222 if you have questions or need more information.

Sincerely,

Julie Chick
Water Trail Coordinator

Recreation Trail designation. The basic criteria is as follows:

- The trail system is in a place open to the public
- The trail's manager(s) must be able to certify that the trail will be open for public use for at least the next 10 yrs.

- The trail should be designed, constructed, and maintained according to the best management practices (compatible with the trail's uses).
- The trail must comply with all applicable land use plans and environmental laws.
- All public and private landowners whose property is crossed by the trail must have been notified about this nomination and must provide written consent to accompany this application.

The potential benefits of National Recreation Trail – WT Designation include:

- Secretarial recognition and national visibility
- Mutual support and knowledge sharing as part a national network
- Greater public visibility as a resource that supports community livability and tourism opportunities
- Assistance with stewardship and sustainability projects
- Opportunities to access to targeted funding
- Opportunities to access technical assistance to plan and implement water trail projects

Julie Chick

Water Trail Coordinator

Tillamook Estuaries Partnership
PO Box 493, Garibaldi, OR 97118
503-322-2222

Sample Letter of Consent for NRT Designation Applications

A few lines to a couple of brief paragraphs on a single page are adequate for letters of consent from landowners, whether they are government agencies, non-profits, private citizens, or business corporations. Letterhead is appropriate for those who have it.

[Date]

Dear [National Recreation Trail Coordinator]:

I would like to express the XYZ Corporation's support for designation of the ABC Trail as a National Recreation Trail in Y County, [state].

This section of the ABC trail is a strong candidate for designation as a National Recreation Trail as it [highlights of the trail].

As owner of land on which the trail crosses, XYZ Corporation thanks you for the consideration of the ABC Trail for designation as a National Recreation Trail.

Sincerely,

[Signature]
[position]

More details can be provided as desired. For instance, a state game commission added trail location information to the first paragraph.

I would like to express the Game Commission's support for the designation of an approximately 30 mile section of the 72 mile ABC Trail, including approximately 2 miles of trail on State Game Lands 83 and 181 as a National Recreation Trail in Y County, [state].

Another landowner personalized the first paragraph this way:

I would like to express C Quarry's support for the designation of the ABC Trail as a National Recreation Trail in Y County, [state]. The historic trail passes through a corner of our property and attracts many recreational users.

September 8, 2011

Department of the Interior
National Recreation Trail Coordinator
National Park Service (Org Code 2220)
1201 Eye Street, NW, 9th Floor, Space #7
Washington, DC 20005

Dear Ladies and Gentlemen:



STAFF REPORT CITY OF TILLAMOOK

TO: Honorable Mayor and Members of City Council

THROUGH: Paul Wyntergreen, City Manager

FROM: Arley Sullivan, Director

DATE: September 15, 2011

SUBJECT: 3RD STREET PROJECT, WATERLINE BID RESULTS

ISSUE BEFORE THE COUNCIL:

On September 14, 2011 six bids for the 3rd Street Waterline Project were opened and publicly read by the City of Tillamook's engineer of record Greg Thiel, P.E. The apparent low bid was for \$562,476.00 from Landis & Landis Construction but disqualified themselves by failing to present their First Tier Subcontractor's List. The next bid above the apparent low bid came in at \$617,273.00 from M.L. Houck Construction. Both bids are from \$57,846.00 to \$112,643.00 over the engineer's estimate of \$504,630.00 (respectively). Please see EXHIBIT "A" for bid results. The issue before the Council is to either to accept Houck's bid or reject all bids.

EXECUTIVE SUMMARY:

- To the surprise of the county and city staff the waterline project is not allowed to be let on the same bid and contract as the street project because of Federal funding. This helps to explain the disparity between the original engineer's estimate of \$250,000.00 to the revised estimate of \$504,630.00 Please see EXHIBIT "A" for a full explanation.
- All six bids came in higher than expected. Generally they are within the range of the engineer's estimate.
- An alternate plan is being considered in the event the bids are rejected because of funding issues.
- The water fund has \$650,000.00 budgeted in Capital Outlay, therefore it should be noted that this is the estimated amount of funds required to complete capital projects that are presently in motion. Please see EXHIBIT "C".

RECOMMENDATION:

- According to the engineer's comments in EXHIBIT "A", page one, he recommends the award of the contract to M.L. Houck Construction for \$617,273.00 ***if sufficient funds are available.***

RECOMMENDATION: (Continued)

- In view of the projects list shown in EXHIBIT "C" with the funding requirements to complete projects already in motion **Staff's recommendation is to reject all bids on the basis of insufficient funds.** Clearly the project bids are well out of reach for the water fund.
- The water budget approved for fiscal year 2011-2012 for Capital Outlay line item 021-06-55065 System Upgrade is \$650,000.00.
- Staff also recommends the investigation of an alternate plan to insure a 12 inch flow of water be available for future growth and fire flow requirements for future projects.

FINANCIAL IMPLICATIONS:

- Funds are not sufficient for the project dollars necessary to care for the 3rd Street waterline upgrade and the projects already in the works.



NW Engineers, LLC
 19075 NW Tanasbourne Drive, Suite 160
 Hillsboro, OR 97124
 Phone (503) 601-4401
 Fax (503) 601-4402
 Email gregt@nw-eng.com
 Website www.nw-eng.com

September 15, 2011

Arley Sullivan
 Public Works Director
 City of Tillamook
 210 Laurel Avenue
 Tillamook, OR 97141

Subject: Third Street Water Main Improvements

Dear Arley:

Bids for the subject project were opened at 2:00 p.m. at your office on September 13, 2011. A total of six bids were received, as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Totten Construction	\$800,975.00
M.L. Houck Construction	\$617,273.00
Jim Smith Excavating	\$688,886.00
Landis & Landis Construction	\$562,476.00
Kerr Construction	\$681,830.00
Pacific Timber	\$691,740.19

The Engineer's estimate for this project was \$504,630.00.

We have reviewed all of the bids and found no errors in them. The Bid Tabulation is attached.

All bids acknowledged Addendum No. 1, and had the Bid Bond and Statement of Residency included with the Bid. The required Statement of Qualifications was missing from the bids of Jim Smith Excavation, Kerr Construction and Pacific Timber. The First Tier Subcontractors Certification form was required to be submitted either with the bid or by 4:00 p.m. the day of the bid. This form was submitted by H.L. Houck Construction and Kerr Construction. By state law, the bid of Landis & Landis Construction was not responsive since the First Tier Subcontractor Certification form was not submitted, and therefore their bid cannot be accepted.

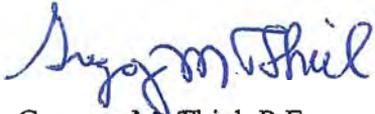
Based on the above, the low responsive bidder is H. L. Houck Construction. We have called their references listed in the qualifications submittal, and found them to be acceptable, having performed this type of work (main construction and service lines)

satisfactorily. Therefore, we are recommending that the contract be awarded to M.L. Houck Construction for \$617,273.00 if sufficient funds are available.

Please contact me if I can provide additional information concerning this.

Sincerely,

NW Engineers,

A handwritten signature in blue ink that reads "Gregory M. Thiel". The signature is written in a cursive style with a large initial 'G'.

Gregory M. Thiel, P.E.
Project Manager

Encl.

City of Tillamook
 3rd Street Water Main Improvements
 NO176 13-Sept-11

ML Houck Const Co

Bid Item #	Bid Item	Est Quantity	Unit	Engr Price	Engr Total	Bid Price	Bid Total
1	Mobilization	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 38,000.00	\$38,000.00
2	Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,400.00	\$5,400.00
3	Flagger	100	Hour	\$ 45.00	\$ 4,500.00	\$ 40.00	\$4,000.00
4	Erosion Control	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 3,750.00	\$3,750.00
5	Trench Foundation	50	Ton	\$ 30.00	\$ 1,500.00	\$ 27.00	\$1,350.00
6	Removal of Surfacing	1500	SY	\$ 4.00	\$ 6,000.00	\$ 16.25	\$24,375.00
7	12 inch Class 52 Ductile Iron Pipe, Fittings and couplings with restrained Joints and Class B backfill	3924	LF	\$ 55.00	\$ 215,820.00	\$ 77.00	\$302,148.00
8	6 inch Class 52 Ductile Iron Pipe Fittings and Couplings with Restrained Joints and Class B Backfill	97	LF	\$ 35.00	\$ 3,395.00	\$ 60.00	\$5,820.00
9	4 Inch Class 52 Ductile Iron Pipe, Fittings and Couplings with Restrained Joints and Class B Backfill	46	LF	\$ 30.00	\$ 1,380.00	\$ 55.00	\$2,530.00
10	3/4 Inch Potable Water Service Connections	60	EA	\$ 750.00	\$ 45,000.00	\$ 940.00	\$56,400.00
11	1-Inch Potable Water Service Connections	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 1,175.00	\$1,175.00
12	2-Inch Potable Water Service Connections	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 1,850.00	\$1,850.00
13	Blowoff Assembly 2-Inch	2	EA	\$ 1,825.00	\$ 3,650.00	\$ 1,015.00	\$2,030.00
14	12-Inch Connection to 6-Inch existing Main	3	EA	\$ 2,000.00	\$ 6,000.00	\$ 1,650.00	\$4,950.00
15	12-Inch Connection to 4-Inch Existing Main	1	EA	\$ 1,800.00	\$ 1,800.00	\$ 1,540.00	\$1,540.00
16	12-Inch Gate Valve	13	EA	\$ 1,150.00	\$ 14,950.00	\$ 1,980.00	\$25,740.00
17	16-Inch Gate Valve	3	EA	\$ 650.00	\$ 1,950.00	\$ 815.00	\$2,445.00
18	4-Inch Gate Valve	3	EA	\$ 550.00	\$ 1,650.00	\$ 675.00	\$2,025.00

NW ENG

ML Houck Const Co

19	1-Inch Combination Air Release/Air vacuum Valve Assembly	2 EA	\$ 2,080.00	\$ 4,160.00	19	\$ 1,765.00	\$3,530.00
20	Trench Resurfacing	1500 SY	\$ 24.00	\$ 36,000.00	20	\$ 39.00	\$58,500.00
21	Extra Trench Excavation with Class B Backfill	100 CY	\$ 15.00	\$ 1,500.00	21	\$ 54.00	\$5,400.00
22	Install New Water Meter and Meter Box	33 EA	\$ 750.00	\$ 24,750.00	22	\$ 170.00	\$5,610.00
23	Remove Water Meter and Meter Box	31 EA	\$ 500.00	\$ 15,500.00	23	\$ 65.00	\$2,015.00
24	Remove Water Meter and Install New Water Meter and Meter Box	27 EA	\$ 1,000.00	\$ 27,000.00	24	\$ 170.00	\$4,590.00
25	Lawn Seeding	1 LS	\$ 1,000.00	\$ 1,000.00	25	\$ 1,050.00	\$1,050.00
26	Hydrant Assemblies	9 EA	\$ 3,500.00	\$ 31,500.00	26	\$ 3,950.00	\$35,550.00
27	Remove Hydrant Assemblies	4 EA	\$ 500.00	\$ 2,000.00	27	\$ 650.00	\$2,600.00
28	Concrete Encase Existing Sanitary Sewer	30 CY	\$ 300.00	\$ 9,000.00	28	\$ 295.00	\$8,850.00
29	Extra Trench Excavation with Class B Backfill	75 CY	\$ 15.00	\$ 1,125.00	29	\$ 54.00	\$4,050.00
Base Bid Total				\$ 504,630.00			\$617,273.00

Pacific Timber

Landis & Landis Const.

Jim Smith Excavating

	Bid Price	Bid Total		Bid Price	Bid Total		Bid Price	Bid Total
1	\$ 72,401.06	\$72,401.06	1	\$ 40,000.00	\$40,000.00	1	\$ 50,393.00	\$50,393.00
2	\$ 3,444.26	\$3,444.26	2	\$ 4,000.00	\$4,000.00	2	\$ 14,162.00	\$14,162.00
3	\$ 44.13	\$4,413.00	3	\$ 47.00	\$4,700.00	3	\$ 53.00	\$5,300.00
4	\$ 2,818.77	\$2,818.77	4	\$ 1,500.00	\$1,500.00	4	\$ 7,840.00	\$7,840.00
5	\$ 36.08	\$1,804.00	5	\$ 27.00	\$1,350.00	5	\$ 34.00	\$1,700.00
6	\$ 33.13	\$49,695.00	6	\$ 6.00	\$9,000.00	6	\$ 23.00	\$34,500.00
7	\$ 76.15	\$298,812.60	7	\$ 74.00	\$290,376.00	7	\$ 79.00	\$309,996.00
8	\$ 51.11	\$4,957.71	8	\$ 75.00	\$7,275.00	8	\$ 64.00	\$6,208.00
9	\$ 59.37	\$2,731.02	9	\$ 75.00	\$3,450.00	9	\$ 54.00	\$2,484.00
10	\$ 1,058.70	\$63,522.15	10	\$ 875.00	\$52,500.00	10	\$ 1,343.00	\$80,580.00
11	\$ 1,698.93	\$1,698.93	11	\$ 4,000.00	\$4,000.00	11	\$ 1,743.00	\$1,743.00
12	\$ 2,390.47	\$2,390.47	12	\$ 3,500.00	\$3,500.00	12	\$ 2,979.00	\$2,979.00
13	\$ 1,264.55	\$2,529.10	13	\$ 1,450.00	\$2,900.00	13	\$ 2,873.00	\$5,746.00
14	\$ 1,514.36	\$4,543.08	14	\$ 600.00	\$1,800.00	14	\$ 1,633.00	\$4,899.00
15	\$ 1,963.24	\$1,963.24	15	\$ 800.00	\$800.00	15	\$ 1,491.00	\$1,491.00
16	\$ 2,415.65	\$31,403.45	16	\$ 1,850.00	\$24,050.00	16	\$ 2,069.00	\$26,897.00
17	\$ 1,522.43	\$4,567.29	17	\$ 1,100.00	\$3,300.00	17	\$ 735.00	\$2,205.00
18	\$ 109.09	\$327.27	18	\$ 1,100.00	\$3,300.00	18	\$ 677.00	\$2,031.00

	Pacific Timber			Landis & Landis Const.			Jim Smith Excavating		
19	\$ 1,752.12	\$3,504.24	19	\$ 1,500.00	\$3,000.00	19	\$ 2,216.00	\$4,432.00	
20	\$ 42.38	\$63,570.00	20	\$ 26.00	\$39,000.00	20	\$ 29.00	\$43,500.00	
21	\$ 30.01	\$3,001.00	21	\$ 22.00	\$2,200.00	21	\$ 30.00	\$3,000.00	
22	\$ 209.64	\$6,918.12	22	\$ 125.00	\$4,125.00	22	\$ 223.00	\$7,359.00	
23	\$ 104.45	\$3,237.95	23	\$ 150.00	\$4,650.00	23	\$ 155.00	\$4,805.00	
24	\$ 206.98	\$5,588.46	24	\$ 250.00	\$6,750.00	24	\$ 265.00	\$7,155.00	
25	\$ 1,993.17	\$1,993.17	25	\$ 1,500.00	\$1,500.00	25	\$ 6,000.00	\$6,000.00	
26	\$ 4,537.13	\$40,834.17	26	\$ 4,100.00	\$36,900.00	26	\$ 4,375.00	\$39,375.00	
27	\$ 502.92	\$2,011.68	27	\$ 700.00	\$2,800.00	27	\$ 979.00	\$3,916.00	
28	\$ 152.40	\$4,572.00	28	\$ 75.00	\$2,250.00	28	\$ 198.00	\$5,940.00	
29	\$ 33.16	\$2,487.00	29	\$ 20.00	\$1,500.00	29	\$ 30.00	\$2,250.00	
		\$691,740.19			\$562,476.00			\$688,886.00	

Kerr Contractors Inc.

Totten Construction

	Bid Price	Bid Total		Bid Price	Bid Total
1	\$ 40,000.00	\$40,000.00	1	\$ 75,000.00	\$75,000.00
2	\$ 15,000.00	\$15,000.00	2	\$ 5,000.00	\$5,000.00
3	\$ 44.00	\$4,400.00	3	\$ 50.00	\$5,000.00
4	\$ 15,000.00	\$15,000.00	4	\$ 5,000.00	\$5,000.00
5	\$ 30.00	\$1,500.00	5	\$ 30.00	\$1,500.00
6	\$ 15.00	\$22,500.00	6	\$ 30.00	\$45,000.00
7	\$ 70.00	\$274,680.00	7	\$ 100.00	\$392,400.00
8	\$ 100.00	\$9,700.00	8	\$ 50.00	\$4,850.00
9	\$ 100.00	\$4,600.00	9	\$ 50.00	\$2,300.00
10	\$ 2,000.00	\$120,000.00	10	\$ 500.00	\$30,000.00
11	\$ 3,000.00	\$3,000.00	11	\$ 500.00	\$500.00
12	\$ 3,000.00	\$3,000.00	12	\$ 2,000.00	\$2,000.00
13	\$ 1,000.00	\$2,000.00	13	\$ 1,500.00	\$3,000.00
14	\$ 1,500.00	\$4,500.00	14	\$ 2,000.00	\$6,000.00
15	\$ 1,500.00	\$1,500.00	15	\$ 2,000.00	\$2,000.00
16	\$ 1,400.00	\$18,200.00	16	\$ 3,000.00	\$39,000.00
17	\$ 900.00	\$2,700.00	17	\$ 1,500.00	\$4,500.00
18	\$ 400.00	\$1,200.00	18	\$ 1,500.00	\$4,500.00

Kerr Contractors Inc.

Totten Construction

19	\$ 1,500.00	\$3,000.00	19	\$ 2,000.00	\$4,000.00
20	\$ 30.00	\$45,000.00	20	\$ 70.00	\$105,000.00
21	\$ 60.00	\$6,000.00	21	\$ 45.00	\$4,500.00
22	\$ 350.00	\$11,550.00	22	\$ 150.00	\$4,950.00
23	\$ 150.00	\$4,650.00	23	\$ 25.00	\$775.00
24	\$ 450.00	\$12,150.00	24	\$ 175.00	\$4,725.00
25	\$10,000.00	\$10,000.00	25	\$ 1,000.00	\$1,000.00
26	\$ 4,000.00	\$36,000.00	26	\$ 4,000.00	\$36,000.00
27	\$ 250.00	\$1,000.00	27	\$ 400.00	\$1,600.00
28	\$ 150.00	\$4,500.00	28	\$ 250.00	\$7,500.00
29	\$ 60.00	\$4,500.00	29	\$ 45.00	\$3,375.00
		\$681,830.00			\$800,975.00

Arley Sullivan

From: Greg Thiel <GregT@nw-eng.com>
Sent: Tuesday, September 13, 2011 10:47 AM
To: 'Arley Sullivan'
Subject: 3rd Street Water Main
Attachments: NW Letterhead-additional scope-water line.doc

Arley-When we originally conceived of upgrading the water main in 3rd Street, it was to be built as a part of the 3rd Street Improvement project. Then when Liane was successful in getting the flexible funds money from ODOT, we learned that the water main could not be built as a part of that contract. That led us to our current position of building this water main as a separate project.

When the project was to be built as a part of the street job, we estimated the water main cost to be in the neighborhood of \$250,000. As a separate project, the estimated cost is about double this. The reasons for this are as follows:

1. The original project was to go from Evergreen to Meadow. (see attached letter) The project has since been extended to Marolf Loop. This increased the length of the project from 2,865 feet to 3,705 feet of 12-inch main , an increase of 837 feet of 12-inch main plus adds 13 service replacements and 2 fire hydrants.
2. With the road project, only a shallow trench would be needed for the water main since the road grade would be excavated over two feet to reach the new road subgrade elevation. Only the shallower trench cost was included in the original estimate.
3. The trench backfill would only be required in this shallower trench-the granular base rock above the road subbase elevation would be compacted –but at the road project cost, not the water main cost.
4. Services to the existing water meters would be replaced-by open cut with the road project, but with boring under the water main project. Some cost for the road project would be required for temporary services as the road was excavated down to the subgrade elevation, but this would be much less than the additional cost needed to bore the services.
5. No pavement removal cost would be required to be assessed to the water project if it was built with the road project. Under the water only project all of the existing slab removal costs will be included in the cost.
6. The trench patch will be required for the water only project but would not be required for water main built as a part of the road project.
7. The cost of erosion control and detour will be wholly included in the water only project, but was assessed to the road project only in the original cost estimate.

I hope this provides answers to your questions as to the current cost estimate for the water main and why it has increased over the original cost estimate.. My hope is that we get low bids from "hungry" contractors who will still provide a quality project.

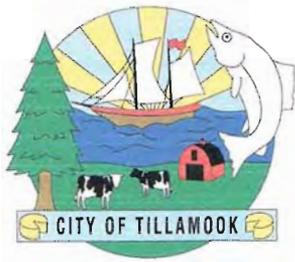
Greg Thiel



Greg Thiel, PE
 Principal
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www.nw-eng.com

NW Engineers, LLC
 19075 NW Tanasbourne Drive, Ste 160
 Hillsboro, Oregon 97124
 T 503.601.4401
 F 503.601.4402

EXHIBIT "C"		
Project	Cost	
3rd Street Water Line	\$ 150,000.00	
Hurliman Hill raw water line	\$ 80,000.00	
Fawcett Creek Fish screens	\$ 125,000.00	
Skookum Lake dam under drain	\$ 100,000.00	
Skookum Lake dam face armor rock	\$ 10,000.00	
Skookum Lake dam systemic/ dam breach flood damage zone study	\$ 25,000.00	
Killam creek north side road repair	\$ 10,000.00	
Bay City inter-tie	\$ 150,000.00	
Sub total		\$ 650,000.00



STAFF REPORT CITY OF TILLAMOOK

TO: Honorable Mayor and Members of City Council

FROM: Paul Wyntergreen, City Manager

DATE: September 15, 2011

SUBJECT: RECOMMENDATIONS FOR COMMUNICATIONS RESTRUCTURING

ISSUE BEFORE THE COUNCIL:

Council authorization of communications reconfiguration.

EXECUTIVE SUMMARY:

- The new Employee Handbook contemplated shifting certain employees from City cell phones to an allowance system in order to avoid ethical concerns. With the adoption of the handbook, staff began an analysis of the City current communications configuration so as to determine which positions should utilize which approach. This analysis soon uncovered a number of telephonic redundancies that have been incurring a significant number of unnecessary costs to the City for years.
- Attachment #1 illustrates the City's landline, pager, and internet costs using the May 21, 2011 billings as an example. It does not include costs for the mobile communication devices such as cell phones. Obviously, long distance charges will vary from month-to-month and there are nuances such as some taxes and charges are bundled onto certain lines and not others, but, in the aggregate, the sample provides a reasonable base figure.
- Attachment #1 breaks out the city's 29 different telephone lines and indicates that the City has been spending approximately \$12,400 per year for landline, pager, and internet communications (services other than mobile communications devices).
- The eight County telephone lines are shown in the middle of the page in pink; this analysis ignores any reconfiguration of those lines at this time as there will probably be a significant capital cost involved in replacing that system.
- Attachment #2 analyzes the potential to eliminate six non-County lines and convert the balance (along with the City's current slow DSL internet system) to a Charter proposal that dramatically increases internet speeds and eliminates long distance charges altogether. This does not include Police Dept. internet services since, due to the security guarantees of the present set-up, they are not going to be replaced. In addition to the savings realized from the eliminated lines (approximately \$290 per month), a monthly savings of \$375.87 is anticipated. On an annual basis, this initial step will save the City approximately \$7,990.44.
- This conversion estimate doesn't include the one-time installation fees, which total up to \$455.90.

- Attachment #3 analyzes the mobile communication device needs of the City. It uses the \$50 per month as a base allowance that the Police Union contract currently stipulates as the Officers' allowance, adds some non-union Police Personnel who do not currently have such devices, and looks at the need for text and data package functions in addition to mobile telephone services.
- Text message service required for Public Safety notification and emergency response, such as 911 text message dispatches for fire which may require water adjustments and monitoring of water supply and output to avoid water outage and contamination to system; USGS earthquake warning text message to initiate dam inspection and prevent downstream inundation; NOAA warning alert text messages for advanced warning to prepare intakes, plant, wells and equipment for events; Office work order text messages which serve public needs more efficiently by avoiding having to come to the office to pick up hard copy of work orders and return them when complete; and picture messages to field verify issues and data (guidance and verification can be given without having to send out and tie up more personnel). The costs of text services are easily recouped by avoiding extra fuel costs alone for travel to and from work site or office.
- Data package services enhance the ability to respond to alarms instantly without having to dispatch personnel to plant or computer site to log into SCADA which saves paying overtime or comp time; to provide backup access to plant SCADA when a PC anywhere has failure; to access work email, documents, and engineer plans on issues in the field, which saves time of having to return to office; and to access reports and regulatory guidance on sampling while in field pulling state and federal required samples, without having to return to office and log onto site.
- A Data package adds approximately \$35.00 a month to the base rate, which would be saved by avoiding one call out at time and half; the water plant generally calls out a couple times a week or more-so during heavy rains and storms.
- The shift to an allowance system for the indicated positions adds approximately \$415 per month over current expenditures for mobile communications. Attachment #4 notes that there are no plan cancellation costs involved with this change and that the phone numbers can be transferred. Verizon has proposed an alternate structure which may provide substantial savings on that estimate. We are reviewing that proposal with the State Ethics Commission to identify any problems that they may have with it. If there are none, we will implement the lower cost proposal, but for your review, we are providing the worst case scenario.
- With the implementation of the restructuring illustrated in Attachments #2 & 3, the total anticipated annual savings to the City would be \$250 per month or \$3,000 per year at a minimum.

RECOMMENDATION:

- **In order to achieve more with less and satisfy ethical considerations, staff recommends that the City's communications be restructured in accordance with the Attachments #2 & 3.** Should additional information be made available regarding ethics interpretations or new cost considerations, the communications policy will be reevaluated. The City will also reevaluate allowance annually for other adjustment considerations.

City of Tillamook -CURRENT COMMUNICATION SERVICES (other than cell)					
Company	Service	Department	Monthly Amount	Long Distance	Taxes & Surchgs
USA Mobility	Pager Service	Police	\$ 6.60		
CoastCom	Internet/Dark Fiber Lease	Police	100.00		
CenturyLink	Internet	City Hall on 503-815-8217	49.95		
CenturyLink	Internet/512 KBPS DSL	Street Dept on 503-842-6152	44.99		
CenturyLink	Internet/5.0M HIS	Sewer Dept on 503-842-4155	109.44		
CenturyLink	Internet/1.5M HIS	Wtr Plant on 503-842-3060	52.95		
		TOTAL	363.93		
Tillamook County	Shared Communications/phones	City Hall	165.15		
Tillamook County	Long Distance	City Hall		25.00	
CenturyLink	503-842-2522	Police main line			
CenturyLink	#313657338 (503-842-2343)	Water Dept Office	45.33		
CenturyLink	503-842-2032	Connection to county			
CenturyLink	503-842-4861	Lynda-Mary	2.19		
CenturyLink	503-842-3450	Bernie-Jamy			
CenturyLink	503-842-2472	City Manager	0.20		0.01
CenturyLink	503-842-3443	David			
CenturyLink	#313404083 (503-842-6152)	Street Shop	47.70	2.30	25.24
CenturyLink	503-842-6112	Street Fax (6152)	38.27	0.10	
CenturyLink	#313872498 (503-815-1900)	Police fax	31.67	10.00	11.10
CenturyLink	#313230169 (503-842-2463)	Water Shop	40.07		11.97
CenturyLink	#314301992 (503-842-0717)	Water -Radio line data only	34.30		1.39
CenturyLink	#313271983 (503-842-9427)	Water	13.35		9.70
CenturyLink	#314146376 (503-842-3060)	Water Treatment Plant	26.00	30.00	35.28
CenturyLink	503-842-2059	Water (3060)	24.00		
CenturyLink	503-842-2082	Water (3060)	24.00		
CenturyLink	503-842-3719	Water (2343)	36.77		59.93
CenturyLink	503-842-5078	Water (2343)	44.67		
CenturyLink	503-842-8839	Water Dept Fax (2343)	36.77		
CenturyLink	#313327154 (503-842-0576)	Water -Old SCADA line data only	16.00		0.65
CenturyLink	#313364492 (503-842-2091)	Sewer lift station-Brookfield	30.67		10.33
CenturyLink	#313436814 (503-842-2578)	Sewer lift station-Eastgate	30.67		11.07
CenturyLink	#313406400 (503-842-2161)	Sewer lift station-Front Street	30.67		11.07
CenturyLink	#313245010 (503-842-7706)	Sewer lift station-12th St	36.77		12.00
CenturyLink	503-842-3655	Sewer Dept Auto dialer(4155)	35.07		
CenturyLink	#313702676 (503-842-4155)	Sewer Dept Office	41.02	20.00	36.61
CenturyLink	503-842-4747	Sewer fax (4155)	2.00		
CenturyLink	#313814761 (503-815-8217)	City Mailer	37.61		11.60
CenturyLink	503-842-4302	Lynda's VISA Machine (4861)	30.67		8.76
		TOTAL	688.72	87.40	256.70
		GRAND TOTAL PER MONTH			\$ 1,032.82
		GRAND TOTAL PER YEAR			\$ 12,393.84

Attachment #1

	Service	Department	Century Link Pricing			Taxes & Surchgs
			Charter Pricing	Monthly Amount	Long Distance	
	Internet	City Hall on 503-815-8217		\$49.95		
	Internet/512 KBPS DSL	Street Dept on 503-842-6152		\$44.99		
	Internet/5.0M HIS	Sewer Dept on 503-842-4155		\$109.44		
	Internet/1.5M HIS	Wtr Plant on 503-842-3060		\$52.95		
		TOTAL	\$241.74	\$257.33		
1	#313872498 (503-815-1900)	Police fax	\$20.59	\$31.67	\$10.00	\$11.10
2	#313404083 (503-842-6152)	Street Shop	\$49.15	\$47.70	\$2.30	\$25.24
3	503-842-6112	Street Fax (6152)	\$17.99	\$38.27	\$0.10	\$0.00
4	#314146376 (503-842-3060)	Water Treatment Plant - Killam Creek Rd	\$18.59	\$26.00	\$30.00	\$35.28
5	503-842-2059	Water (3060)- Water Plant Scada In Line	\$23.98	\$24.00	\$0.00	\$0.00
6	503-842-2082	Water (3060)- Water Plant Scada Out Line	\$23.98	\$24.00	\$0.00	\$0.00
7	503-842-8839	Water Dept Fax (2343)-Will transfer to City Hall basement	\$18.59	\$36.77	\$0.00	\$0.00
8	#313364492 (503-842-2091)	Sewer lift station-Brookfield	\$20.59	\$30.67	\$0.00	\$10.33
9	#313436814 (503-842-2578)	Sewer lift station-Eastgate	\$20.59	\$30.67	\$0.00	\$11.07
10	#313406400 (503-842-2161)	Sewer lift station-Front Street	\$20.59	\$30.67	\$0.00	\$11.07
11	#313245010 (503-842-7706)	Sewer lift station-12th St	\$20.59	\$36.77	\$0.00	\$12.00
12	503-842-3655	Sewer Dept Auto dialer(4155) - 710 5th St at WasteWater Plant	\$18.59	\$35.07	\$0.00	\$0.00
13	#313702676 (503-842-4155)	Sewer Dept Office - 710 5th St at WasteWater Plant	\$36.56	\$41.02	\$20.00	\$36.61
14	503-842-4747	Sewer fax (4155) - 710 5th St at WasteWater Plant	\$31.18	\$2.00	\$0.00	\$0.00
15	#313814761 (503-815-8217)	City Mailer & Muni Court Visa Machine - 210 Laurel Ave, City Hall	\$18.59	\$37.61	\$0.00	\$11.60
16	503-842-4302	Water Division VISA Machine (4861) - 210 Laurel Ave, City Hall	\$18.59	\$30.67	\$0.00	\$8.76
		TOTAL	\$378.74	\$760.89	\$62.40	\$173.06
		Grand Total:	\$620.48		\$996.35	

Difference: \$996.35-\$620.48= **\$375.87**

Mobile Communications Matrix

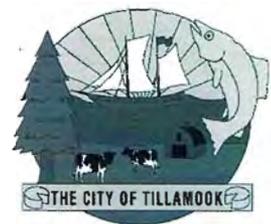
		VOICE	TEXT	DATA
<u>WATER</u>	<u>Proposed Treatment</u>			
Supervisor	\$85/mo. Allowance w/initial turnover of phone	x	x	x
Asst. Dir.	\$85/mo. Allowance w/initial turnover of phone	x	x	x
Field	\$85/mo. Allowance w/initial turnover of phone	x	x	x
Director	\$85/mo. Allowance w/initial turnover of phone	x	x	x
Meter	\$50/mo. Allowance w/initial turnover of phone	x	x	
<i>currently city is paying \$258.83 per month for this division; \$390.00 after</i>				
<u>Sewer</u>				
Supervisor	\$50/mo. Allowance w/initial turnover of phone	x	x	
Operator	\$50/mo. Allowance w/initial turnover of phone	x	x	
Staff	Does not need	x	x	
New hire	\$50/mo. Allowance w/initial turnover of phone	x	x	
<i>currently city is paying \$85.08 per month for this division; \$150.00 after new hire</i>				
<u>Street</u>				
Supervisor	\$50/mo. Allowance w/initial turnover of phone	x	x	
Field	City phone	x	x	
Field	City phone	x	x	
<i>currently city is paying \$84.93 per month for this division; \$120.00 after</i>				
<u>Police (non-union)</u>				
Chief	\$50/mo. Allowance	x	x	
DRO	\$50/mo. Allowance	x	x	
Secretary	Does not need			
Animal Ctr	\$50/mo. Allowance	x	x	
<i>currently city is paying \$6.60 per month for a pager; \$150.00 after</i>				
<u>Admin</u>				
Manager	\$85/mo. Allowance	x	x	x
<i>currently city is paying \$45.00 per month; \$85.00 after</i>				

Current Total: \$480 per month/Proposed Total: \$895 per month

As part of the initial turnover, employees are encouraged to get insurance for equipment that may be damaged in the line of duty.

Memo

City of Tillamook
210 Laurel Avenue
Tillamook, OR 97141



To: Paul Wyntergreen, City Manager
From: Mary Tucker, Administrative Assistant
Date: July 28, 2011
Re: Verizon Accounts

I contacted Verizon Wireless this morning regarding closing our cell phone accounts. According to Alisha Lakey, the Verizon Wireless coordinator that I talked to, we have a 100% waiver on our disconnect fees.

I also asked about our employees taking over their work number. The City would have to put a memo on the account stating that we authorize the employee to take the number for their personal use and then the employee would contact Verizon and choose their plan, etc.

If you have any further questions or instructions, please let me know.

Thanks,

Mary Tucker
Administrative Assistant
City of Tillamook

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE NAMING OF THAT PORTION OF THE U.S. HIGHWAY 101 RIGHT-OF-WAY NORTH OF HOQUARTON SLOUGH, SOUTH OF WILSON RIVER AND THE CITY LIMITS LINE, LOCATED WITHIN THE CITY OF TILLAMOOK, TILLAMOOK COUNTY, OREGON, AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH.

WHEREAS, this matter came before the Tillamook City Council (hereafter "Council") in a public hearing on September 6, 2011, and

WHEREAS, the Council is fully apprised of the records and files herein, and

WHEREAS, this portion of the U.S. Highway 101 Right-of-Way (hereafter "R.O.W.") has not been officially named by the City, and

WHEREAS, this portion of the R.O.W. proposed to be renamed extends north-south between Hoquarton Slough and Wilson River and is located within the City of Tillamook, Tillamook County, Oregon, and

WHEREAS, approximately sixty-six (66) properties and one hundred (100) business addresses will be affected by the official naming of this portion of U.S. Highway 101, and

WHEREAS, notice of the proposed vacation was posted in four public places in the City, e.g. City Hall, Tillamook County Library, Tillamook County Courthouse, and Tillamook Fire District in Tillamook, on September 12, 2011, and was delivered to those business owners who will be affected, on September 13, 2011, and

NOW, THEREFORE, the City ordains as follows:

Section 1. The Tillamook City Council agrees that it is proper and expedient that said R.O.W. , north of Hoquarton Slough, south of Wilson River and the City Limits line, be named North Main Avenue.

Section 2. The owner of any house, building, or property in general abutting North Main Avenue, as described in this ordinance shall be addressed North Main Avenue, which shall replace any other street name in use.

Section 3. All ordinances and parts of ordinances in conflict herewith shall be repealed.

PASSED 1st reading by the City Council this 19th day of September, 2011.

PASSED 2nd reading by the City Council this _____ day of _____, 2011.

ADOPTED by the Tillamook City Council this _____ day of _____, 2011.

Mayor

ATTEST:

City Recorder

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE VACATION OF A TILLAMOOK CITY ALLEY WITHIN BLOCK 3 OF THE MAPLE GROVE ADDITION LOCATED WITHIN THE CITY OF TILLAMOOK, TILLAMOOK COUNTY, OREGON

WHEREAS, this matter came before the Tillamook City Council (hereafter "Council") in a public hearing on September 6, 2011, pursuant to ORS 271.120, and

WHEREAS, the Council is fully apprised of the records and files herein, and

WHEREAS, consent of all abutting property owners and signatures of more than $\frac{2}{3}$ of property owners in an area of real property affected within the affected area defined as an area extending 200 feet on either side of the street and 400 feet beyond each terminus of the proposed vacation have been obtained, pursuant to ORS 271.080, and

WHEREAS, no written objections from land owners within the affected area (as prescribed by ORS 271.110) nor remonstrances were received, and

WHEREAS, the alley proposed for vacation extends east-west a distance of 210 feet from the Fir Avenue Right-of-Way to the Grove Avenue Right-of-Way located within the City of Tillamook, Tillamook County, Oregon, and

WHEREAS, notice of the proposed vacation was given as provided in ORS 271.110, published in the Headlight Herald, a newspaper of general circulation within the City's jurisdictional boundaries, on August 10 and August 17, 2011. The date of first publication was not less than 14 days before the scheduled hearing, and further notice was posted in four of the most public places in the City, e.g. City Hall, Tillamook County Library, Tillamook County Courthouse, and Tillamook Fire District in Tillamook, on August 10, 2011, and posted at or near each end of the proposed vacation in at least two conspicuous places in the proposed vacation area at least 14 days before the hearing, and

NOW, THEREFORE, the City ordains as follows:

Section 1. The Tillamook City Council agrees that it is proper and expedient that said vacation be granted since all requirements have been met and the public interest will not be prejudiced by vacating the alley and it further appears that it is proper and expedient that said vacation be granted without reservation for the alley within Block 3 of the Maple Grove Addition to Tillamook City be vacated with title to said alley portion attached to abutting property in equal proportions.

PASSED 1st reading by the City Council this 6th day of September, 2011.

PASSED 2nd reading by the City Council this _____ day of _____, 2011.

ADOPTED by the Tillamook City Council this _____ day of _____, 2011.

Mayor

ATTEST:

City Recorder

Bernadette M. Sorensen, CMC
City Recorder/Treasurer
City of Tillamook
E-mail: bsorensen@tillamookor.gov

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

Date: Sept. 9, 2011
To: City Council
From: Bernadette Sorensen, CMC, City Recorder
Re: August 2011 Report



Attached are copies of Revenue and Expenditure reports for August 2011.

This is what our accounts looked like at the end of August 2011. We had \$ 2,090,926 in our LGIP Account #4455 with an interest rate of 0.50% for both pool accounts. LGIP Account #3737 WWTP Construction Retainage had a balance of \$ 1,446. Bank of Astoria General Account had a balance of \$ 656,063 with an interest rate matching LGIP. Water Department SDC account had \$ 195,782; Bicycle/Pedways had a balance of \$ 8,990, Sewer SDC had a balance of \$ 85,520. The Sewer Debt Reserve account had \$275,174.

For the month of August 2011 the Visa terminal at the Water Department (432) had 57 transactions and took in \$ 7,902. Processing fee, renewal fee and equipment rental cost \$ 236. For the Municipal Court window (433) they had 35 transactions and took in \$ 3,306 at a cost of \$ 158.

We have received \$2,590 from Credits, Inc., our Municipal Court collection agency for the month of August 2011.

Last month I attended two Department Head meetings, two Council meetings, one Personnel Committee meeting, and one Beautification Committee meeting. Auditors were here the end of the month.

I have been wearing my Human Resource Director hat for the past several weeks with the advertisement of a Public Works Technician for the Wastewater Treatment Plant and my own position. The Public Works position closes on Sept. 16th and my position closes on the 30th. Of course, you will be involved in selecting the new City Recorder and I'll keep you posted as the time draws near for that process.

I am preparing final arrangements for the League of Oregon Cities conference the end of the month. It has been my privilege to host the City of Tillamook Hospitality Room over the last 16 years.

If you need anything, my door is always open.

<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Beginning Balance</u>	<u>Debit This Period</u>	<u>Credit This Period</u>	<u>Ending Balance</u>
010	GENERAL					
010-01	MAYOR AND COUNCIL	57,600.00	8,642.24	3,568.40	0.00	12,210.64
010-03	CITY RECORDER	436,908.00	20,335.87	48,551.38	0.00	68,887.25
010-04	MUNICIPAL COURT	60,980.00	3,927.94	10,865.98	5,886.29	8,907.63
010-05	PLANNING	92,500.00	6,891.54	7,231.87	11.50	14,111.91
010-07	POLICE	1,053,379.00	67,748.44	88,752.50	5,275.05	151,225.89
010-10	CITY HALL	119,040.00	5,228.22	13,082.70	0.00	18,310.92
	010 Totals:	1,820,407.00*	112,774.25*	172,052.83*	11,172.84*	273,654.24*
020	STREETS					
020-20	Expense	607,011.00	37,840.86	41,155.50	0.00	78,996.36
	020 Totals:	607,011.00*	37,840.86*	41,155.50*	0.00*	78,996.36*
021	WATER FUND					
021-01	OFFICE OPERATING	156,883.00	13,171.01	6,199.87	14,787.21	4,583.67
021-02	SHOP OPERATING	518,158.00	31,013.68	51,479.01	0.00	82,492.69
021-03	VEHICLE MTCE	60,500.00	4,874.70	1,438.60	0.00	6,313.30
021-04	FILTER PLANT OPS	70,000.00	2,256.56	2,325.88	0.00	4,582.44
021-05	WELLS OPERATION	21,000.00	801.02	556.85	0.00	1,357.87
021-06	SYSTEM REPAIR/UPGRADE	878,000.00	23,060.32	12,927.49	0.00	35,987.81
	021 Totals:	2,478,020.00*	219,575.29*	74,927.70*	14,787.21*	279,715.78*
022	SEWER					
022-10	DEBT SERVICE	1,904,212.00	18,633.00	1,422,428.30	0.00	1,441,061.30
022-22	EXPENSE	1,738,556.00	89,951.19	81,189.29	4,907.46	166,233.02
	022 Totals:	3,642,768.00*	108,584.19*	1,503,617.59*	4,907.46*	1,607,294.32*
050	URBAN RENEWAL DISTRICT					
055	URBAN REN DIST DEBT SERVICE					
070	TRANSIENT ROOM TAX					
070-70	EXPENSE	350,050.00	14,143.25	16,603.08	0.00	30,746.33
	070 Totals:	350,050.00*	14,143.25*	16,603.08*	0.00*	30,746.33*
091	COM DEV BLOCK GRANT					
096	911 COMMUNICATIONS					
100	BAIL					
	Report Totals:	9,521,756.00**	499,124.01**	1,808,356.70**	30,867.51**	2,276,613.20**

General Ledger Revenue Analysis

User: administrator
 Printed: 09/15/2011 - 3:04 P
 Period 2, 2012



Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
010	GENERAL					
010-00-35000	SUPPLEMENTAL BUDGET REVEN	0.00	0.00	0.00	0.00	0.00
010-00-41010	COURT ASSMTS/STATE	0.00	0.00	0.00	0.00	0.00
010-00-41015	ALARM FEES	0.00	0.00	0.00	0.00	0.00
010-00-41020	ANIMAL / LICENSES	2,400.00	10.00	84.25	2,315.75	3.51
010-00-41030	MARIJUANA DIV/STATE	0.00	0.00	0.00	0.00	0.00
010-00-41035	SECURITY COURT FEE	2,500.00	222.00	415.00	2,085.00	16.60
010-00-41040	BUILDING PERMIT SURCHRG/STA	0.00	0.00	0.00	0.00	0.00
010-00-41050	BUILDING PERMITS	0.00	0.00	0.00	0.00	0.00
010-00-41060	BLD PERMIT/COUNTY 75% COLL.	0.00	0.00	0.00	0.00	0.00
010-00-41070	OHSU/AUTHORITATIVE PARENTI	0.00	0.00	0.00	0.00	0.00
010-00-41075	CIGARETTE TAX	7,155.00	651.57	1,889.81	5,265.19	26.41
010-00-41080	MED.LIABILITY/STATE	0.00	5.00	5.00	(5.00)	0.00
010-00-41085	COMPRESSOR FEES	0.00	0.00	0.00	0.00	0.00
010-00-41090	MED.LIABILITY/COUNTY	0.00	98.00	77.00	(77.00)	0.00
010-00-41100	MED.LIABILITY/ADMIN FEE	600.00	54.00	99.00	501.00	16.50
010-00-41105	COURT FINES/FORFEITURES	125,000.00	7,545.99	16,369.07	108,630.93	13.10
010-00-41110	UNITARY ASSESSMENT	0.00	242.74	150.37	(150.37)	0.00
010-00-41115	EQUIPMENT SALES/USED	400.00	0.00	0.00	400.00	0.00
010-00-41150	GRANTS	5,000.00	0.00	2,500.00	2,500.00	50.00
010-00-41160	HOQUARTON TRAIL PROJECT	0.00	0.00	0.00	0.00	0.00
010-00-41170	INVESTMENT EARNINGS	150.00	0.49	33.88	116.12	22.59
010-00-41180	LAND SALES	0.00	0.00	0.00	0.00	0.00
010-00-41190	LICENSES	1,100.00	50.00	50.00	1,050.00	4.55
010-00-41200	LIQUOR TAX	58,924.00	6,208.99	10,276.14	48,647.86	17.44
010-00-41210	VEHICLE IMPOUND	1,500.00	90.00	180.00	1,320.00	12.00
010-00-41220	MISC. FEES	2,000.00	112.99	310.24	1,689.76	15.51
010-00-41230	MISC. PERMITS	800.00	170.00	315.00	485.00	39.38
010-00-41240	PARKING FINES	6,000.00	852.50	1,325.50	4,674.50	22.09
010-00-41250	PARKING DISTRICT	0.00	0.00	0.00	0.00	0.00
010-00-41260	PLANNING FEES	15,000.00	850.00	4,400.00	10,600.00	29.33
010-00-41270	PARKING METERS/RENTAL SPAC	13,000.00	1,080.00	3,180.00	9,820.00	24.46
010-00-41280	POLICE RESERVE FEES	0.00	0.00	0.00	0.00	0.00
010-00-41281	Business Registration Fees	36,000.00	2,550.00	9,375.00	26,625.00	26.04

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
010-00-41282	BUSINESS REGISTRATION SURCH	10,000.00	818.75	2,831.25	7,168.75	28.31
010-00-41285	Admin Fee Muni Court	6,500.00	508.00	940.00	5,560.00	14.46
010-00-41290	INSURANCE/PROPERTY DAMAGE	10,000.00	0.00	0.00	10,000.00	0.00
010-00-41300	PROPERTY TAX / CURRENT	505,000.00	2,248.06	5,352.79	499,647.21	1.06
010-00-41310	PROPERTY TAX / PRIOR	15,000.00	913.61	2,574.95	12,425.05	17.17
010-00-41360	RURAL FIRE DISTRICT	0.00	0.00	0.00	0.00	0.00
010-00-41370	FIRE RESCUE FEES	0.00	0.00	0.00	0.00	0.00
010-00-41390	SPECIAL REVENUES	0.00	0.00	0.00	0.00	0.00
010-00-41410	Lien Search Revenue	100.00	200.00	200.00	(100.00)	0.00
010-00-41420	Property Purch./Bldg.Res.Bal.	8,000.00	0.00	4,955.58	3,044.42	200.00
010-00-41425	Transit/Visitor Center Rent	8,400.00	700.00	1,400.00	7,000.00	61.94
010-00-41430	TRANSFERS	0.00	0.00	0.00	0.00	16.67
010-00-41440	USER FEES	0.00	0.00	0.00	0.00	0.00
010-00-41460	OGD GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
010-00-41470	FRANCHISE/CITY SANITARY	0.00	0.00	0.00	0.00	0.00
010-00-41480	FRANCHISE/CABLE T.V.	1,500.00	33.01	73.01	1,426.99	4.87
010-00-41490	FRANCHISE/TILLAMOOK PUD	385,000.00	24,302.60	49,042.06	335,957.94	0.00
010-00-41500	FRANCHISE/UNITED TELEPHONE	44,000.00	0.00	13,014.52	30,985.48	12.74
010-00-41505	Franchise/Water-Sewer Util	63,000.00	0.00	5,363.40	57,636.60	29.58
010-00-41510	GRANT/MARINE BRD/CARNAHAN	0.00	0.00	0.00	0.00	8.51
010-00-41560	GRANT/TRAFFIC SAFETY	25,300.00	0.00	0.00	25,300.00	0.00
010-00-41570	FEMA/DAYCARE/HEADSTART DA	0.00	0.00	0.00	0.00	0.00
010-00-41575	COPS GRANT	0.00	0.00	0.00	0.00	0.00
010-00-41590	FROM SEWER DEPT 2200	0.00	0.00	0.00	0.00	0.00
010-00-41610	CAMI	15,000.00	1,250.00	2,500.00	12,500.00	0.00
010-00-41615	TNT Officer O/T Reimbsmt	0.00	0.00	0.00	0.00	16.67
010-00-41620	SCHOOL DIST #9	0.00	0.00	0.00	0.00	0.00
010-00-41625	PROPERTY INCOME	25,000.00	1,935.00	3,305.00	21,695.00	0.00
010-00-41630	Police/Special Projects	0.00	0.00	0.00	0.00	13.22
010-00-41640	COUNTY ANIMAL CONTROL	16,000.00	1,333.34	2,666.68	13,333.32	0.00
010-00-41650	URBAN RENEWAL ADMIN REIMB	39,658.00	34.25	1,550.75	38,107.25	16.67
010-00-41660	Internal Service Charges	187,016.00	0.00	0.00	187,016.00	3.91
010-00-41960	STATE REV SHARING	41,256.00	9,135.89	9,135.89	32,120.11	0.00
010-00-41970	FROM TRANS ROOM TAX	122,500.00	0.00	0.00	122,500.00	22.14
010-00-41980	FROM CARNAHAN PARK	0.00	0.00	0.00	0.00	0.00
010-00-41990	TRANS FROM TRT UNRESTRICTE	20,100.00	0.00	0.00	20,100.00	0.00
010 Totals:		1,825,859.00	64,206.78	155,941.14	1,669,917.86	8.54
020	STREETS					
020-00-41170	INVESTMENT EARNINGS	125.00	0.00	24.46	100.54	19.57
020-00-41220	MISC. FEES	200.00	0.00	292.31	(92.31)	146.15
020-00-41400	STATE GAS TAX	158,930.00	13,121.72	28,501.15	130,428.85	17.93
020-00-41410	CITY SANITARY FRANCHISE	33,600.00	0.00	8,464.38	25,135.62	25.19

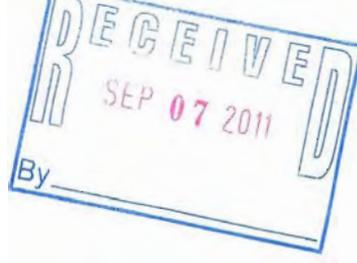
Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
020-00-41430	TRANSFERS FROM GENERAL FUN	0.00	0.00	0.00	0.00	0.00
020-00-41440	Franchise/Charter (for Parks)	30,000.00	0.00	7,375.87	22,624.13	24.59
020-00-41450	Balance from Bike/Ped Fund	14,325.00	0.00	19,089.81	(4,764.81)	133.26
020-00-41460	SCA Grant	25,000.00	0.00	0.00	25,000.00	0.00
020-00-41470	IFA Planning Grant	20,000.00	0.00	0.00	20,000.00	0.00
020-00-41480	Fuel Bus.Lic.Fund Balance	25,000.00	0.00	119,108.09	(94,108.09)	476.43
020-00-41500	FROM LOCAL FUEL TAX FUND #2	120,000.00	11,933.16	22,356.92	97,643.08	18.63
020-00-41550	FLOOD MITIGATION REIMBSMT	0.00	0.00	0.00	0.00	0.00
020-00-41570	TRANSFER IN FROM SEWER 2200	5,000.00	0.00	0.00	5,000.00	0.00
020-00-41580	TRANSFER FROM PROPERTY PUR	0.00	0.00	0.00	0.00	0.00
020-00-41585	Carnahan Park Balance	1,200.00	0.00	1,040.76	159.24	86.73
020-00-41586	Carnahan Park User Fees	2,500.00	0.00	0.00	2,500.00	0.00
020-00-41590	TRANSFER FROM CARNAHAN PA	6,500.00	0.00	0.00	6,500.00	0.00
020-00-41595	Linden Drive LID Assessments	4,200.00	465.00	465.00	3,735.00	11.07
020-00-41600	TRANS IN FROM TRT-Events Labor	5,000.00	0.00	0.00	5,000.00	0.00
020-00-41610	1% BIKE/PEDWAYS GAS TAX	1,605.00	198.81	431.83	1,173.17	26.91
020-00-41615	OTIA I, II & III	118,736.00	6,560.85	14,250.57	104,485.43	12.00
020 Totals:		571,921.00	32,279.54	221,401.15	350,519.85	38.71
021	WATER FUND					
021-00-41440	SDC Reserve	0.00	0.00	0.00	0.00	0.00
021-00-41570	FROM SEWER FUND	34,000.00	0.00	0.00	34,000.00	0.00
021-00-41580	FROM STREET FUND	0.00	0.00	0.00	0.00	0.00
021-01-40000	AVAILABLE FUND BALANCE	1,205,500.00	0.00	0.00	1,205,500.00	0.00
021-01-41160	Anticipated SDC Income	5,000.00	0.00	3,232.07	1,767.93	64.64
021-01-41170	INTEREST INCOME	500.00	0.00	138.17	361.83	27.63
021-01-41200	EQUIP PURCHASE BY STREET FU	0.00	0.00	0.00	0.00	0.00
021-01-41220	EQUIP PURCHASE BY STREET FU	0.00	0.00	0.00	0.00	0.00
021-01-41400	WATER REVENUE	1,315,352.00	0.00	97,561.96	1,217,790.04	7.42
021-01-41410	CONNECTION FEES	1,500.00	0.00	811.00	689.00	54.07
021-01-41415	LABOR AND EQUIP	500.00	0.00	0.00	500.00	0.00
021-01-41420	RECONNECTS	1,000.00	0.00	122.57	877.43	12.26
021-01-41425	GIS GRANT	0.00	0.00	0.00	0.00	0.00
021-01-41430	MISCELLANEOUS INCOME	6,400.00	105.00	5,775.00	625.00	90.23
021-01-41445	LOAN REPAYMENT FROM GEN F	14,280.00	0.00	0.00	14,280.00	0.00
021-01-41500	TRANSFER FROM GEN FUND	0.00	0.00	0.00	0.00	0.00
021-01-41550	FLOOD MITIGATION REIMBSMT	100.00	0.00	0.00	100.00	0.00
021-01-41570	TRANSFER FROM SEWER FUND	0.00	0.00	0.00	0.00	0.00
021-10-40000	AVAILABLE FUND BALANCE	0.00	0.00	0.00	0.00	0.00
021-20-41440	SYSTEM DEVELOPMENT CHARGE	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
021 Totals:		2,584,132.00	105.00	107,640.77	2,476,491.23	4.17
022	SEWER					
022-00-41080	Loan Reserve Carryover	0.00	0.00	0.00	0.00	0.00
022-00-41090	CONNECTION FEE	5,000.00	0.00	1,225.00	3,775.00	24.50
022-00-41150	SPECIAL PW LOAN/ANDERSON P	0.00	0.00	0.00	0.00	0.00
022-00-41170	INVESTMENT EARNINGS	1,500.00	0.00	544.07	955.93	36.27
022-00-41220	MISC. FEES	400.00	0.00	0.00	400.00	0.00
022-00-41390	SPECIAL REVENUES	2,000.00	100.00	221.10	1,778.90	11.06
022-00-41440	USER FEES	1,906,269.00	2,178.00	172,761.49	1,733,507.51	9.06
022-00-41445	LOAN REPAYMENT FROM STREE	12,240.00	0.00	0.00	12,240.00	0.00
022-00-41450	DEQ MANDATED SVC. #2	0.00	0.00	0.00	0.00	0.00
022-00-41460	DEQ FACILITIES PLAN #3	0.00	0.00	0.00	0.00	0.00
022-00-41470	DEQ LOAN #4 - ENG.-R91565	0.00	0.00	0.00	0.00	0.00
022-00-41480	DEQ LOAN #5-R91566	0.00	0.00	0.00	0.00	0.00
022-00-41490	DEQ LOAN #6	0.00	0.00	0.00	0.00	0.00
022-00-41495	DEQ Loan w/Forgiveness	0.00	0.00	0.00	0.00	0.00
022-00-41500	CDBG GRANT	1,500,000.00	0.00	0.00	1,500,000.00	0.00
022-00-41550	OECDD LOAN	0.00	0.00	0.00	0.00	0.00
022-00-41600	OECDD GRANT	0.00	0.00	0.00	0.00	0.00
022 Totals:		3,427,409.00	2,278.00	174,751.66	3,252,657.34	5.10
050	URBAN RENEWAL DISTRICT					
050-00-41150	GRANTS & DONATIONS	0.00	0.00	0.00	0.00	0.00
050-00-41170	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
050-00-41190	SHORT TERM LOAN	0.00	0.00	0.00	0.00	0.00
050-00-41300	PROPERTY TAXES CURRENT	0.00	0.00	0.00	0.00	0.00
050-00-41310	PROPERTY TAXES PRIOR	0.00	0.00	0.00	0.00	0.00
050 Totals:		0.00	0.00	0.00	0.00	0.00
055	URBAN REN DIST DEBT SERVICE					
055-00-41150	GRANTS & DONATIONS	0.00	0.00	0.00	0.00	0.00
055-00-41170	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
055-00-41180	LAND SALES	0.00	0.00	0.00	0.00	0.00
055-00-41190	SHORT TERM LOAN	0.00	0.00	0.00	0.00	0.00
055-00-41300	PROPERTY TAXES (CURRENT)	0.00	0.00	0.00	0.00	0.00
055-00-41310	PROPERTY TAXES PRIOR	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
055	Totals:	0.00	0.00	0.00	0.00	0.00
070	TRANSIENT ROOM TAX					
070-00-35000	SUPPLEMENTAL BUDGET REVEN	0.00	0.00	0.00	0.00	0.00
070-00-41150	MISC. GRANTS	0.00	0.00	0.00	0.00	0.00
070-00-41160	HOTEL/MOTEL TAX	315,000.00	29,794.03	52,896.78	262,103.22	16.79
070-00-41170	INVESTMENT EARNINGS	40.00	0.00	6.43	33.57	16.07
070-00-41200	TRANSIT/VISITOR CTR RENT	0.00	0.00	0.00	0.00	0.00
070-00-41220	MISC. FEES	10.00	0.00	0.00	10.00	0.00
070-00-41230	ADD'L 10% TRT TAX	35,000.00	3,310.42	4,205.65	30,794.35	12.02
070	Totals:	350,050.00	33,104.45	57,108.86	292,941.14	16.31
091	COM DEV BLOCK GRANT					
091-00-41170	INVESTMENT EARNINGS	0.00	0.00	0.00	0.00	0.00
091-00-41200	WCC PROPERTY INCOME	0.00	0.00	0.00	0.00	0.00
091-00-41400	CDBG - WOMEN'S CRISIS CENTER	0.00	0.00	0.00	0.00	0.00
091-00-41415	FEMA	600,000.00	0.00	0.00	600,000.00	0.00
091-00-41425	WCC C06015 CDBG	0.00	0.00	0.00	0.00	0.00
091-00-41430	C.A.R.E./FAMILY RESOURCE CTR.	0.00	0.00	0.00	0.00	0.00
091	Totals:	600,000.00	0.00	0.00	600,000.00	0.00
095	EMPLOYEE HEALTH					
095-00-41170	INVESTMENT EARNINGS	0.00	0.00	0.00	0.00	0.00
095-00-41430	TRANSFERS	0.00	0.00	0.00	0.00	0.00
095	Totals:	0.00	0.00	0.00	0.00	0.00
096	911 COMMUNICATIONS					
096-00-41390	SPECIAL REVENUES	23,500.00	0.00	6,206.17	17,293.83	26.41
096	Totals:	23,500.00	0.00	6,206.17	17,293.83	26.41
100	BAIL					
100-00-41220	MISC. FEES	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
	100 Totals:	0.00	0.00	0.00	0.00	0.00
	Report Totals:	9,382,871.00	131,973.77	723,049.75	8,659,821.25	7.71

Mari Garric Trevino
Circuit Judge



Jonathan R. Hill
Circuit Judge

**CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF TILLAMOOK**

September 6, 2011

Tillamook County Courthouse
201 Laurel Avenue
Tillamook, Oregon 97141
Trial Court Administrator (503) 842-2596 Ext. 2124
Calendering (503) 842-2596 Ext. 2110
Facsimile (503) 842-2597

Mark Labhart
Tillamook County Commissioner
201 Laurel Ave
Tillamook Or 97141

Charles Hurliman
Tillamook County Commissioner
201 Laurel Ave
Tillamook Or 97141

Tim Josi
Tillamook County Commissioner
201 Laurel Ave
Tillamook, Or 97141

In June, the Court was approached by Commissioner Labhart regarding a concern that had been raised by a Tillamook City Council member that there was no parking for him to attend a city council meeting due to jurors consuming all of the available parking surrounding the City Hall. The city's solution was marking three more spaces in front of City Hall as 15 minutes only. The Court was then approached to see if the jury card could be altered to indicate that there was to be no parking in marked 15 minute spaces. We had already printed a box of parking cards, but ordered a stamp that we currently are using to stamp the existing cards to note this restriction.

Parking for jurors has historically been a problem in Tillamook County. There is a limited amount of parking directly in front of the Courthouse and on adjoining side streets. We frequently receive juror complaints that juror parking is inadequate. A significant portion of our jury pool consists of people over the age of 65, who can have a difficult time walking a long distance. The Court is very concerned that losing three additional parking spaces in front of the courthouse will be a further hardship on the jurors of our community.

A recent article in the Headlight Herald about the Carlich house discussed the county's plan to make that lot into additional parking. The Court would like to have that space available as additional parking for jurors. We have three major multi-week trials coming up in the spring and will have over 200 jurors reporting for orientation. At least 14 jurors will serve every day for the set trials. In addition to these jurors, we will also continue to have jury trials in room

108. This could result in additional 6 and 12 jurors on some of those days. These jurors will need a lot of parking spaces and will detract from available spaces for people in the community that are doing other types of business at the courthouse or city hall.

We understand that parking can be a issue for all parties doing business at the courthouse or city hall. We want to work with Tillamook County and the City of Tillamook to create less of an impact, but still be able to provide adequate parking for jurors that are doing their civic duty for Tillamook County. If there are between 12 to 24 jurors here serving for trial during the week, this does create a huge impact on parking for everyone.

The Court would again like to express its need for additional parking and hope that once the Carlich house is gone, this space could be made available for jury parking. The Court will continue to do whatever we can to decrease the impact of jury parking.

Thank you for your consideration,

A handwritten signature in cursive script that reads "Emily Hurliman".

Emily Hurliman
Trial Court Administrator

C: Tillamook City Police
Mayor of the City of Tillamook
Tillamook City Counsel

Accounts Payable Computer Check Proof List



User: adm
Printed: 09/15/2011 - 3:24 PM

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4934	A Affordable Carpet Cleaning S			Check Sequence: 1	ACH Enabled: No
11-1287	1 week cleaning City Hall July 2011	105.00	09/19/2011	010-10-53240	
11-1287A	Cleaning City Hall August 2011	420.00	09/19/2011	010-10-53240	
	Check Total:	525.00			
Vendor:0041	Bell's Office Machines			Check Sequence: 2	ACH Enabled: No
011189	(3) Ink ctgs-Port Water Main repair	40.10	09/19/2011	021-06-55065	
011221	Laminated copies-WWTP	8.70	09/19/2011	022-22-53230	
011224	Scan,copies,burn CD-Fawcett Ck Proj	7.75	09/19/2011	021-06-55065	
011275	2 scans,(2)24x36 copies-3rd St Wtr Main	6.50	09/19/2011	021-06-55065	
011301	Laminate maps-WWTP	15.00	09/19/2011	022-22-53230	
	Check Total:	78.05			
Vendor:4924	Blue Heron Vending & Coffee Se			Check Sequence: 3	ACH Enabled: No
1084	4 water, 4 returns-City Hall	28.00	09/19/2011	010-10-53240	
	Check Total:	28.00			
Vendor:0028	Boyd's Implement Service, LLC			Check Sequence: 4	ACH Enabled: No
12-51232	2 adapters,4 cam locks, coupler-WWTP	40.50	09/19/2011	022-22-53230	
12-51327	Truck#218-Check/rear end going out	90.00	09/19/2011	021-03-53252	
12-51331	Work on Vactor truck-WWTP	120.00	09/19/2011	022-22-53250	
12-51408	Work on Vactor truck-WWTP	200.00	09/19/2011	022-22-53250	
12-51500	4 cam lock fittings-WWTP	25.50	09/19/2011	022-22-53230	
	Check Total:	476.00			
Vendor:3076	Carquest Auto Parts Stores			Check Sequence: 5	ACH Enabled: No
1902-228921	Lightbulb for ambulance-PD	3.39	09/19/2011	010-07-53250	
	Check Total:	3.39			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4222 A11-1689 A11-1692	CH2M Hill, Inc. WWTP lab tests 8/8 & 8/24/11 WWTP lab tests 8/8/11 Check Total:	3,350.00 105.00 3,455.00	09/19/2011 09/19/2011	Check Sequence: 6 022-22-53440 022-22-53440	ACH Enabled: No
Vendor:0089 H2627	Coast Printing and Stationary 500 shut off door hangers-Water Div Check Total:	137.80 137.80	09/19/2011	Check Sequence: 7 021-02-53270	ACH Enabled: No
Vendor:4442 5775	CoastCom, Inc. Internet & dark fiber lease, Sept 2011 Check Total:	100.00 100.00	09/19/2011	Check Sequence: 8 010-07-53420	ACH Enabled: No
Vendor:4804 1103 1103 1103 1103a 1103b	Computer Support & Services, L IT Contract Aug 2011, Sept '11 backup IT Contract Aug 2011, Sept '11 backup IT Contract Aug 2011, Sept '11 backup 5.5 Hrs over IT contract-Police 2 Hrs over IT contract-City Hall Check Total:	260.00 260.00 260.00 412.50 150.00 1,342.50	09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 9 021-04-53260 022-22-53240 010-10-53240 010-07-53060 010-10-53240	ACH Enabled: No
Vendor:0118 10849853	Daily Journal of Commerce Bid request-3rd St. Water Main const. Check Total:	644.88 644.88	09/19/2011	Check Sequence: 10 021-06-55065	ACH Enabled: No
Vendor:4517 10638637 10638637	De Lage Landen Public Finance Oce 2522-PD 25014782 Sept 2011 Oce 3522-C Hall 25014782 Sept 2011 Check Total:	186.68 179.75 366.43	09/19/2011 09/19/2011	Check Sequence: 11 010-10-53240 010-10-53240	ACH Enabled: No
Vendor:4468 9.14.11	Display Sales Company Christmas lighting Check Total:	1,545.00 1,545.00	09/19/2011	Check Sequence: 12 070-70-53380	ACH Enabled: No
Vendor:4514 83643 83649 83684 83685	EC Electrical Construction Co. Electrical/install hypochlorite pump-SWR Electrical/troubleshoot controls-WWTP Electrical/2515 N Main/Alarm-WWTP Electrical/troubleshoot boiler-WWTP	340.83 156.83 137.73 134.87	09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 13 022-22-53210 022-22-53210 022-22-53470 022-22-53210	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
83689	Electrical/1865 N Main/Cont. box-SWR Check Total:	517.00 1,287.26	09/19/2011	022-22-53470	
Vendor:4454 0291923	Ferguson Enterprises, Inc. #30 Pipe&fittings-sludge line/Aeration basin Check Total:	954.61 954.61	09/19/2011	Check Sequence: 14 022-22-53230	ACH Enabled: No
Vendor:4347 S383448	Fluid Connector Products, Inc. Hose & fittings-Wtr plant Check Total:	660.17 660.17	09/19/2011	Check Sequence: 15 021-04-53200	ACH Enabled: No
Vendor:1019 7401239	Hach Company Temp probe,buffer sol,20pk pipettes-WWTP Check Total:	207.69 207.69	09/19/2011	Check Sequence: 16 022-22-53440	ACH Enabled: No
Vendor:0198 1002755 1002758 1004502 1004503 1006266 1006269 1008387	Headlight Herald City Rec ad - 8/24/11 HH&News Guard Tech ad - 8/24/11 HH,News Guard City Rec ad - 8/25/11 Seaside Signal WWTP tech ad - 8/25/11 Seaside Signal City Rec ad - 8/31/11 HH&News Guard Tech ad - 8/31/11 HH,News G.St Helens Legal-Invitation to bid 3rd St Wtr>Main Check Total:	79.20 79.20 39.60 39.60 79.20 118.80 336.48 772.08	09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 17 010-03-53190 022-22-53365 010-03-53190 022-22-53365 010-03-53190 022-22-53365 021-06-55065	ACH Enabled: No
Vendor:4437 11.09.01-4	Industrial Systems LLC Influent pump station hydroranger replcd Check Total:	3,583.02 3,583.02	09/19/2011	Check Sequence: 18 022-22-53210	ACH Enabled: No
Vendor:4936 09.14.11 9.14.11	Christopher Jager Refund Water Conn.1S930DD2906 pd twice Refund Water SDC 1S930DD2906 pd twice Check Total:	811.00 3,149.00 3,960.00	09/19/2011 09/19/2011	Check Sequence: 19 021-01-53250 021-01-53250	ACH Enabled: No
Vendor:4231 2721 2721 2721 2721	Jeff Naegeli's Tillamook Plumb School Dist office-cut in valve Prt of Tillamook-repr leak in wtr main Rpr broken sewer main Evergreen Lift St Rpr broken water main 9th & Elm	240.00 960.00 1,586.90 815.00	09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 20 021-06-53020 021-06-53020 022-22-53220 021-06-53020	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	3,601.90			
Vendor:4901 9/15/11	Lonnie Jenck Flower bstk care Sept 1 to Sept 15, 2011 Check Total:	1,428.00 1,428.00	09/19/2011	Check Sequence: 21 070-70-53375	ACH Enabled: No
Vendor:4182 14312	John H. Tuthill, Atty Hurliman Hill project legal serv.-Wtr D Check Total:	75.20 75.20	09/19/2011	Check Sequence: 22 021-06-55065	ACH Enabled: No
Vendor:0747 4062	John Putman Legal Services.....Aug 2011 Check Total:	563.38 563.38	09/19/2011	Check Sequence: 23 010-01-53060	ACH Enabled: No
Vendor:4393 74911 75081	Jordan Ramis, PC, Attys at Law WWTP legal 8/11/11 WWTP legal thru 7/16 to 8/15/11 Check Total:	147.00 9,269.40 9,416.40	09/19/2011 09/19/2011	Check Sequence: 24 022-22-53370 022-22-53370	ACH Enabled: No
Vendor:4050 58833	Kennedy/Jenks Consultants WWTP claim/litigatn&warrnty thru 8/26/11 Check Total:	2,114.00 2,114.00	09/19/2011	Check Sequence: 25 022-22-53370	ACH Enabled: No
Vendor:0263 7903	Local Government Personnel Ins LGPI membership FY2011-2012 Check Total:	547.00 547.00	09/19/2011	Check Sequence: 26 010-01-53080	ACH Enabled: No
Vendor:4472 CL64811 CL64811 CL64811	Marc Nelson Oil Products 01-0006091, Street fuel 8/15 to 8/31/11 01-0006091, Wtr fuel 8/15 to 8/31/11 01-0006091, WWTP fuel 8/15 to 8/31/11 Check Total:	499.82 588.88 320.65 1,409.35	09/19/2011 09/19/2011 09/19/2011	Check Sequence: 27 020-20-53140 021-03-53140 022-22-53140	ACH Enabled: No
Vendor:0290 029076 030013 030397	NAPA Auto Parts Heat shrink tubing-Sweeper Fuse for radar gun-PD Sealer and tools-WWTP	13.36 1.59 152.09	09/19/2011 09/19/2011 09/19/2011	Check Sequence: 28 020-20-53210 010-07-53250 022-22-53230	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	167.04			
Vendor:6004 11-201108	Net Assets Corporation Title Searches for the month of Aug 2011 Check Total:	40.00 40.00	09/19/2011	Check Sequence: 29 010-10-53350	ACH Enabled: No
Vendor:4489 3633	New Age Car Wash 2 touch free washes Truck 1-Wtr Div Check Total:	14.00 14.00	09/19/2011	Check Sequence: 30 021-03-53252	ACH Enabled: No
Vendor:4041 24202	Northstar Chemical, Inc. 7120.8 lbs sodium bisulfite-WWTP Check Total:	2,959.53 2,959.53	09/19/2011	Check Sequence: 31 022-22-53040	ACH Enabled: No
Vendor:4609 323	Northwest Media Consultants Web services, August 2011 Check Total:	148.80 148.80	09/19/2011	Check Sequence: 32 010-10-53370	ACH Enabled: No
Vendor:4926 09-11-#1306 09-11-#1317	NW Engineers Prof serv thru 8/31/11 3rd St Water Main Prof serv thru 8/31/11 Storm masterplan Check Total:	6,455.15 1,755.00 8,210.15	09/19/2011 09/19/2011	Check Sequence: 33 021-06-53060 020-20-53240	ACH Enabled: No
Vendor:4824 3805-180805 3805-180920	O'Reilly Automotive, Inc. Car wash, wax, mit & wax towel-St Div Halogen headlight, restore kit-Wtr Div Check Total:	30.26 46.27 76.53	09/19/2011 09/19/2011	Check Sequence: 34 020-20-53210 021-03-53252	ACH Enabled: No
Vendor:1029 11948	OAWU Wastewater Cert Review 9/13/11-VR Check Total:	145.00 145.00	09/19/2011	Check Sequence: 35 022-22-53290	ACH Enabled: No
Vendor:4081 226993 274593 348173 385319 387861 393828	OfficeMax - A Boise Company 2 log books for Water Div. Toner for HP4000, Brother LC65-Reeves Chair, Ink cigs,garbage bags,clipbrds-PD Monitor mount copyholder-SB Magnifying glass-C. Recorder Labels,pencils,paper,pens,env. etc-PD	32.72 125.72 409.22 10.71 19.93 247.57	09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 36 021-02-53270 010-03-53270 010-07-53270 021-02-53270 010-03-53270 010-07-53270	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	845.87			
Vendor:5007 2118812	Oil Can Henry's #26 1998 GMC Full oil,pwr steering flush,etc Check Total:	210.81 210.81	09/19/2011	Check Sequence: 37 022-22-53250	ACH Enabled: No
Vendor:0799 1080188 1080188 1080188	One Call Concepts, Inc. One Call TKWC01 - Month of Aug 2011 One Call TILL02 - Month of Aug 2011 One Call TILL01 - Month of Aug 2011 Check Total:	29.04 25.08 25.08 79.20	09/19/2011 09/19/2011 09/19/2011	Check Sequence: 38 021-02-53260 020-20-53420 022-22-53420	ACH Enabled: No
Vendor:0336 Aug '11 Aug 2011	OR Dept of Revenue UA Assessment August 2011 LEMLA Assessment August 2011 Check Total:	1,868.37 67.00 1,935.37	09/19/2011 09/19/2011	Check Sequence: 39 010-00-41110 010-00-41080	ACH Enabled: No
Vendor:4479 9.12.11	Phoenix Inn Suites Room-OACC Conf-BB & DC Check Total:	391.60 391.60	09/19/2011	Check Sequence: 40 010-07-53380	ACH Enabled: No
Vendor:4507 8310724-SP11	Pitney Bowes Mailer Service Contract 6/30/11-9/30/11 Check Total:	600.00 600.00	09/19/2011	Check Sequence: 41 010-10-53240	ACH Enabled: No
Vendor:4470 8.16.11 8.5.11	PostaBox Freight/National Radar Inc.-PD Freight/return to Clyde West Check Total:	11.82 19.28 31.10	09/19/2011 09/19/2011	Check Sequence: 42 010-07-53300 020-20-53300	ACH Enabled: No
Vendor:4935 9.15.11	PRIMA PRIMA dues 2011-2012-Casey Check Total:	220.00 220.00	09/19/2011	Check Sequence: 43 010-04-53080	ACH Enabled: No
Vendor:0396 27462	Quality Control Services On site lab servicing-WWTP Check Total:	760.00 760.00	09/19/2011	Check Sequence: 44 022-22-53440	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4925 2367	R Brown Consulting Group, LLC WWTP litigation consult Aug 2011 Check Total:	1,480.00 1,480.00	09/19/2011	Check Sequence: 45 022-22-53370	ACH Enabled: No
Vendor:4385 9.15.11	Raul Ramirez Spanish Court interpreter Sept 14, 2011 Check Total:	25.00 25.00	09/19/2011	Check Sequence: 46 010-04-53060	ACH Enabled: No
Vendor:0409 01-119548-04	Rental Center Pump rental-Holden Creek Check Total:	45.92 45.92	09/19/2011	Check Sequence: 47 020-20-53230	ACH Enabled: No
Vendor:5086 835121 835249	Rogers Machinery Company, Inc. Repairs to Water plant air compressor Prepaid freight/W/tr plant air compressor Check Total:	958.64 158.28 1,116.92	09/19/2011 09/19/2011	Check Sequence: 48 021-04-53200 021-04-53200	ACH Enabled: No
Vendor:0434 31124119	Scientific Supply & Equipment pH electrode-WWTP lab Check Total:	100.18 100.18	09/19/2011	Check Sequence: 49 022-22-53440	ACH Enabled: No
Vendor:4569 36594	Scovel's Service Center Tow abandoned veh-TC11-6092 Check Total:	100.00 100.00	09/19/2011	Check Sequence: 50 010-07-53060	ACH Enabled: No
Vendor:3094 #593-8/31/11 58435	Sheldon Oil Company Police fuel, August 2011 Kerosene- Water plant Check Total:	1,990.99 65.70 2,056.69	09/19/2011 09/19/2011	Check Sequence: 51 010-07-53140 021-04-53250	ACH Enabled: No
Vendor:4919 205424	Syracuse Castings West Corp. Leakproof manhole lids-12th Street Check Total:	889.00 889.00	09/19/2011	Check Sequence: 52 022-22-53360	ACH Enabled: No
Vendor:4753 969671	Teledyne Isco, Inc. Sampler evaporator temp sensor-WWTP Check Total:	83.96 83.96	09/19/2011	Check Sequence: 53 022-22-53210	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4232 18028	Teninty & Son, Inc. Port. restrm&Del.Hoquarton 7/20-8/20/11 Check Total:	125.00 125.00	09/19/2011	Check Sequence: 54 020-20-53350	ACH Enabled: No
Vendor:0862 36132/1 37494/1 38138/1 38138/1	Tillamook Co. Creamery Assoc Gloves, tarp strap-Holden Creek Rat bait for City shop Various types of gloves-Water Div 15 gal chlorine-Water Div Check Total:	22.34 18.99 64.35 31.99 137.67	09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 55 020-20-53350 020-20-53200 021-06-53250 021-04-53040	ACH Enabled: No
Vendor:0498 203444/785 204207/785 204779/785 205466/785	Tillamook Co. Solid Waste City trash run City trash run City trash run City trash run Check Total:	15.00 15.00 15.00 15.00 60.00	09/19/2011 09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 56 020-20-53350 020-20-53350 020-20-53350 020-20-53350	ACH Enabled: No
Vendor:0525 Aug 2011	Tillamook Co. Treasurer LEMMA Assessment August 2011 Check Total:	871.00 871.00	09/19/2011	Check Sequence: 57 010-00-41090	ACH Enabled: No
Vendor:0502 105056 105800 107365	Tillamook Farmer's Co-op 250 ft polypro rope-TV truck St Dpt Screw drive ext, pipe straps-Shop gutter Hammer & pry bar-St Dpt 2011 PU Check Total:	15.75 25.64 31.02 72.41	09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 58 020-20-53210 020-20-53200 020-20-53210	ACH Enabled: No
Vendor:4334 10097557 10097944 10097944	Tillamook Radio Shack Data storage-PD Electronic cleaners-Water Div 7 outlet power strip 7ft cord-Planning Check Total:	13.98 23.18 14.99 52.15	09/19/2011 09/19/2011 09/19/2011 09/19/2011	Check Sequence: 59 010-07-53170 021-04-53250 010-05-53270	ACH Enabled: No
Vendor:1061 41201	TJ's Lock & Key Service call,5 dupl keys,combo chng-PD Check Total:	87.50 87.50	09/19/2011	Check Sequence: 60 010-07-53200	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0670				Check Sequence: 61	ACH Enabled: No
B038996	Tommie's Cleaners	5.50	09/19/2011	010-07-53410	
B039010	Dry cleaning, 2 pcs, Coleman	19.45	09/19/2011	010-07-53410	
B039042	Dry cleaning, 4 pcs, Wright	4.75	09/19/2011	010-07-53410	
B039044	Dry cleaning, 1 pc, Olson	19.00	09/19/2011	010-07-53410	
B039126	Dry cleaning, 4 pcs, Bomar	9.50	09/19/2011	010-07-53410	
B039201	Dry cleaning, 2 pcs, Coleman	4.75	09/19/2011	010-07-53410	
B039206	Dry cleaning, 1 pc, Wright	9.50	09/19/2011	010-07-53410	
B039229	Dry cleaning, 2 pcs, Olson	9.50	09/19/2011	010-07-53410	
B039291	Dry cleaning, 2 pcs, Bomar	33.25	09/19/2011	010-07-53410	
B039296	Dry cleaning, 7 pcs, Cadets	28.50	09/19/2011	010-07-53410	
B039305	Dry cleaning, 6 pcs, McFarland	15.10	09/19/2011	010-07-53410	
B039309	Dry cleaning, 4 pcs, Wright	28.50	09/19/2011	010-07-53410	
B039310	Dry cleaning, 6 pcs, Bomar	8.25	09/19/2011	010-07-53410	
	Dry cleaning, 3 pcs, Coleman	195.55			
	Check Total:				
Vendor:1066				Check Sequence: 62	ACH Enabled: No
Sept 2011	U.S. Postal Service	370.00	09/19/2011	021-01-53300	
	Postage-Water bills Sept 2011	370.00			
	Check Total:				
Vendor:0541				Check Sequence: 63	ACH Enabled: No
8731649	United Pipe & Supply	1,454.44	09/19/2011	021-06-55065	
8732208	Meter boxes, covers & lids-Wtr Div	896.80	09/19/2011	021-06-55065	
8733827	10 meter covers-Wtr Div	578.96	09/19/2011	021-04-53200	
8733837	8" PVC pipe, (4) 8" fittings-Wtr Div	77.04	09/19/2011	021-04-53200	
8734999	4 gaskets-Wtr Div	229.41	09/19/2011	021-06-53250	
8737404	2 Rom repair clamps-Wtr Div	173.16	09/19/2011	021-06-53250	
8738942	Meter lids (6)-Wtr Div	236.78	09/19/2011	021-04-53200	
8748197	8" fittings(3)-Wtr Div	3,317.64	09/19/2011	021-06-53250	
8749433	(2)2" & 1.5" intrs,(8)6" intrs-Wtr Div	95.49	09/19/2011	021-06-53250	
8749563	(40) 6x20" PVC sewer pipe-Wtr Div	202.85	09/19/2011	021-06-53250	
	(4) meter covers-Wtr Div	7,262.57			
	Check Total:				
Vendor:0713				Check Sequence: 64	ACH Enabled: No
1007451231	Verizon Wireless, Bellevue	112.25	09/19/2011	022-22-53420	
1007451232	964246907-00001 Sewer Cell Phones	268.68	09/19/2011	021-01-53420	
1007451233	964246907-00003 Water Cell Phones	90.32	09/19/2011	020-20-53420	
	964246907-00004 Street Cell Phones	471.25			
	Check Total:				
Vendor:4039				Check Sequence: 65	ACH Enabled: No
57032	Waterlab Corp.	875.00	09/19/2011	021-06-58010	
	Water testing, 7/25, 8/23 & 8/30/11				

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	875.00			
Vendor:4398	West Coast Linen				ACH Enabled: No
97463	Shop towel service	17.33	09/19/2011	Check Sequence: 66 020-20-53230	
98771	Shop towel service	17.33	09/19/2011	020-20-53230	
	Check Total:	34.66			
Vendor:4895	WorkForce Consolidation Team				ACH Enabled: No
11-0557	Kephart, for period 8/29 to 9/4/11	580.00	09/19/2011	Check Sequence: 67 020-20-53440	
11-0557	Neaves, for period 8/29 to 9/4/11	814.80	09/19/2011	022-22-53365	
11-0580	Kephart, for period 9/5 to 9/11/11	116.00	09/19/2011	020-20-53440	
11-0580	Neaves, for period 9/5 to 9/11/11	651.84	09/19/2011	022-22-53365	
	Check Total:	2,162.64			
Vendor:4072	Zwald Transport, Inc				ACH Enabled: No
19502	Biosolids hauling to POTB 8/31 & 9/1/11	742.50	09/19/2011	Check Sequence: 68 022-22-53460	
19504	Emergency clean-Fred Meyer lift station	660.00	09/19/2011	022-22-53220	
	Check Total:	1,402.50			
	Total for Check Run:	76,194.68			
	Total Number of Checks:	68			

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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:4826	First Bankcard			Check Sequence: 1	ACH Enabled: No
10500109700	Lodging for short school-Ressler	292.10	09/08/2011	022-22-53400	
109178	Shop vac, 3 hvy dty brooms-WWTTP	85.96	09/08/2011	022-22-53230	
1108080	4-Lab ice-WWTTP	7.56	09/08/2011	022-22-53440	
1108100	4-Lab ice-WWTTP	7.56	09/08/2011	022-22-53440	
1108111	2 coffee-Police	26.98	09/08/2011	010-07-53270	
11889	Summer Classic XVII/OAWU-Ressler	250.00	09/08/2011	022-22-53380	
13021115	OPI Conference-Mattison	165.00	09/08/2011	010-05-53380	
13021159	OPI Conference-Jan Stewart	133.00	09/08/2011	010-05-53380	
1322272	10pk 967 miniature indicator bulbs-WWTTP	25.63	09/08/2011	022-22-53230	
200078	Dinner-shortschool-Ressler & guest	28.40	09/08/2011	022-22-53400	
210968	Lab water-WWTTP	54.24	09/08/2011	022-22-53440	
233853	Meal-shortschool-Ressler	4.18	09/08/2011	022-22-53400	
306225	Room-Financial One Stop class-AS	117.56	09/08/2011	021-02-53070	
404304	Meal-shortschool-Ressler	10.75	09/08/2011	022-22-53400	
412789	Dell blk & clr ink ctgs-Williams	49.98	09/08/2011	020-20-53230	
7.28.11	Web Hosting plus email-9/26/11 - 9/16/12	175.45	09/08/2011	010-10-53240	
8.12.11	OMFA City recorder job posting	75.00	09/08/2011	010-03-53190	
8.18.11	Replacement VISA card fee-Williams	10.00	09/08/2011	020-20-53130	
8.19.11	Cooler rent & water-WWTTP	15.87	09/08/2011	022-22-53230	
8.30.11	Flange sealant-WWTTP	23.73	09/08/2011	022-22-53230	
	Check Total:	1,558.95			
Vendor:0350	OR Teamster Employer Trust			Check Sequence: 2	ACH Enabled: No
9.8.11	Aaron Miller-Med/dental/vision-Aug '11	1,337.79	09/08/2011	010-07-52090	
	Check Total:	1,337.79			
Vendor:0526	Tillamook Chamber of Commerce			Check Sequence: 3	ACH Enabled: No
9.6.11	August 2011 - 10% of TRT	3,310.42	09/08/2011	070-70-53360	
	Check Total:	3,310.42			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0499 9.7.11	Tillamook Co. Clerk Recording of Schmidt deed to City Check Total:	67.00 67.00	09/08/2011	Check Sequence: 4 010-03-53190	ACH Enabled: No
Total for Check Run:		6,274.16			
Total Number of Checks:		4			

Accounts Payable Computer Check Proof List



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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:0426	SC Paving				ACH Enabled: No
32899	Repaving Stillwell 5th to 9th Streets	22,249.25	09/14/2011	020-20-54065	Check Sequence: 1
32899	Repaving Stillwell 5th to 9th Streets	25,000.00	09/14/2011	020-20-54075	
	Check Total:	47,249.25			
Total for Check Run:		47,249.25			
Total Number of Checks:		1			