CITY OF TILLAMOOK

City Hall, 210 Laurel Avenue

City Council Meeting Minutes

Monday, October 1, 2012

I. CALL TO ORDER

Mayor Weber called to order the regular meeting of the **Tillamook City Council** at **7:00 p.m.** on **Monday, October 1, 2012** in **City Hall at 210 Laurel Avenue in Tillamook, Oregon**.

II. ROLL CALL

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

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

Absent: Councilor Cheryl Davy (Excused)

Staff Present:

Paul Wyntergreen, City Manager
Terry Wright, Chief of Police
Abigail Donowho, City Recorder

III. AGENDA

The posted agenda for the meeting of October 1, 2012 is attached and by this reference is made a part of the record.

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

a) Email from DLCD regarding amending Tillamook's TSP (Exhibit A)

V. PROCLAMATIONS

a) **Extra Mile Day—November 1, 2012—Mayor Weber** read the proclamation declaring November 1, 2012 "Extra Mile Day."

VI. PRESENTATIONS

a) **Beautification Award—Mayor Weber** presented the Beautification Award to Bizeau Dentistry for the month of September.

VII. CITIZEN COMMENT-None

VIII. PUBLIC HEARING

a) **Truck Route Ordinance Amendments- Mayor Weber** introduced the public hearing regarding the truck route ordinance amendment that is proposed by the Public Works Committee. **City Manager Wyntergreen** explained the proposed changes, and stated that general advertising was done by way of the Headlight Herald. The main change proposed is giving the ordinance the ability to enforce the truck routes. **Wyntergreen** added that his memo included in the packet gave a modified version of section 5 and added a 6th section to alleviate the need to modify the Transportations Systems Plan (TSP), including the removal of Miller Avenue as a designated truck route. **Chief Wright** explained the addition of the 6th section and his recommendation as well. **Mayor Weber addressed the audience and opened the floor for anyone to speak for or against the ordinance amendments as proposed at 7:10 p.m.**

Pat Kerr of 303 Miller Avenue addressed the Council regarding the dangers and inconvenience of designating Miller as a truck route. She also noted that she did not receive direct notice.

Aaron Palter of 3811 Third Street also added that he did not receive notice. He gave the recommendation to effectively notice the public regarding the process.

City Manager Wyntergreen responded that because this ordinance was not a land use issue, direct notice was not required and the general notice was sufficient to meet legal requirements. He also added that the correspondence received from DLCD had effectively removed Miller Avenue from the list of truck routes in the amendment.

There being no further comment, Mayor Weber closed the hearing at 7:15 p.m.

IX. NEW BUSINESS

a) **Potential Revisions to Carnahan Park Ordinance 1124—City Manager Wyntergreen** noted that a complaint was received regarding receipt of a ticket for parking at Carnahan Park during the fee imposed time of year. The person in receipt of the ticket was eating their lunch in their car and had not paid the fee. **Chief Wright** stated that the park is a "specific use" park for boat launching. Funds are received from MAP to maintain the park. The grant funding is given with requirements for the fee structure. He read from the grant document to the Council. He emphasized the park as use-specific, stating the difficulties of enforcement when trying to differentiate between the parked vehicles and their purpose. After Council discussion regarding the use of the park, how to remedy the situation, and how it could affect enforcement, the Council decided to keep the ordinance as-is. **Hearing no motions, the ordinance will stay as written.**

b) **Amendment to the County, City, TURA Intergovernmental Agreement (IGA) for the Third Street Improvement Project—City Manager Wyntergreen** explained that there was an oversight of the paperwork for the IGA last fall and this IGA covers the work that was done on the project. **Councilor Forster moved to approve the revised Intergovernmental Agreement between the City of Tillamook, Tillamook County, and the Tillamook Urban Renewal District for the Third Street improvement project. Councilor Sandusky seconded. Motion carried unanimously by Council seated.**

c) **Oregon Association of Municipal Recorders (OAMR) Conference Report—City Recorder Donowho** noted that her report from attending the 30th Annual OAMR Conference was included with the packet. It was a great learning experience.

d) **League of Oregon Cities Conference Report—Councilor Sandusky** reported that he attended the conference and enjoyed the Urban Renewal 101 training; it brought a lot of clarity to his role on the TURA board.

Councilor Forster said that his conference experience started Thursday and began with planning and land use issues for the communities. He was able to learn some of the differences between the Planning Commission and the Council in regard to legal ramifications. He followed the key-note speaker and heard the Governor's right-hand-man, Michael Jordan, speak on State and Local Government Relationships. He had some land use planning classes as well. Saturday there were overlapping districts and how to work together. **Forster** learned more about Technology for Cities—Face Book, Communications, etc. and expressed that the City should use some of the resources available to tap into the citizen involvement

Councilor Harris reported on his attendance of 5 classes. "Surviving a Tough Economy" was one that he enjoyed the most with three speakers, all managers of different cities. He was interested to hear of different budgetary decisions that could be made—some things that apply to Tillamook. He appreciated going—networking was good, and the learning curve was great!

Mayor Weber added the Mayors talked about Oregon Tax Reform and instituting a more fair property tax system. Population forecasting and how to do it was another topic of conversation. A CD was included in the packets for information from the conference. There were five tours to the Willamette Valley which gave the opportunity to see what other communities are doing with urban renewal dollars and other new business ideas. One of her favorite things was an amphitheater in Independence. She came back with a lot of great items to explore for Tillamook. She thanked the City for the opportunity to attend.

X. PENDING BUSINESS

a) **Announcement of two vacancies on the Planning Commission—Mayor Weber** announced the vacancies on the Planning Commission and asked for volunteers to come forward if they are interested.

XI. LEGISLATIVE

a) **First Reading of Ordinance 1269 – An Ordinance Limiting Trucks to Certain Streets to Protect Public Safety and Repealing Ordinance Number 674 and Ordinance Number 754— Councilor Henson** asked about the law regarding noticing. **City Manager Wyntergreen** stated that individual noticing was not required as it is not land use, just general. **Councilor Sandusky** asked about the exact changes to the amendment. **Wyntergreen** clarified that the request would be to remove Miller Avenue from the truck route list, change the language in section five, and add a sixth section as recommended for better enforcement by Chief Wright. **Councilor Forster** asked about noticing. **Chief Wright** added that the ordinance is not new—it has been in effect for 60 years, that the change is to make the ordinance more enforceable. **Councilor Sandusky moved for the first reading, by title only, of Ordinance 1269, An Ordinance Limiting Trucks to Certain Streets to Protect Public Safety and Repealing Ordinance Number 674 and Ordinance Number 754, with the incorporation of changes as suggested by the City Manager and Chief Wright to sections 5 and 6, and the removal of Miller Avenue from the list of designated truck routes. Councilor Forster seconded. Councilor Henson** asked about Stillwell remaining a truck route. It was clarified that with the removal of Miller Avenue, no other streets were added or deleted from the truck route list. **Motion carried unanimously by Council seated. City Recorder Donowho** gave the first reading of Ordinance 1269 by title only.

b) **First Reading of Ordinance 1270 – An Ordinance Repealing and Replacing the City of Tillamook Comprehensive Plan Text and Repealing Ordinances No. 1038, 1049, 1114, 1118, 1183, and 1185 – City Manager Wyntergreen** noted that the Comprehensive Plan revisions are ready for the first reading of the ordinance to amend the Comprehensive Plan. **Councilor Forster** thanked the Planning Commission for their hard work. **Councilor Sandusky moved for the first reading, by title only of Ordinance 1270, an Ordinance Repealing and Replacing the City of Tillamook Comprehensive Plan Text and Repealing Ordinances No. 1038, 1049, 1114, 1118, 1183, and 1185. Councilor Martin seconded. Motion carried unanimously by Council seated. City Recorder Donowho** gave the first reading of Ordinance 1270 by title only.

c) **Second Reading of Ordinance 1271 – An Ordinance Amending Ordinance No. 1252 Establishing User Fees for Carnahan Park, Setting Fees, Duration, Penalties, and Uses of Revenue—City Manager Wyntergreen** said that the second reading was not done last fall, and reminded the Council that this ordinance lowered the fee from $3.00 to $2.00 to remain in compliance with grant funding received for the park. After the second reading the fee would be retroactive to **the date it should have passed last fall. Councilor Sandusky moved for the second reading or Ordinance 1271, An Ordinance Amending Ordinance No. 1252 Establishing User Fees for Carnahan Park, Setting Fees, Duration, Penalties, and Uses of Revenue, by title only. Councilor Martin seconded. Councilor Forster** asked about the time lapse. **Wyntergreen** noted it is fine. **Motion carried unanimously by Council seated. City Recorder Donowho** gave the second reading of Ordinance 1271 by title only.

Councilor Forster moved to adopt Ordinance 1271, An Ordinance Amending Ordinance No. 1252 Establishing User Fees for Carnahan Park, Setting Fees, Duration, Penalties, and Uses of Revenue. Councilor Sandusky seconded. Motion carried five-to-zero (5-0) by the following roll-call vote:

Councilor Joe Martin	**Yay**	**Councilor Steven Forster**	**Yay**
Councilor Matt Harris	**Yay**	**Councilor John Sandusky**	**Yay**
Councilor Cheryl Davy	**Absent**	**Councilor Doug Henson**	**Yay**

XII. COUNCIL CONCERNS-

a) **Councilor Martin** is concerned that a new business was coming to town that the Council was not aware of. He asked that a phone call be made for similar situations in the future.

b) **Councilor Forster** noted that the City is going to adopt 12 families for the Christmas season and asked that the citizens reach out to their community for the Holidays.

c) **Councilor Sandusky** added that there are about two more weeks to register to vote.

d) **Councilor Henson** noted a complaint from a citizen for the outlet of Ivy onto Third Street being a right turn only. He referred the complaint to Chief Wright.

XIII. MONTHLY REPORTS

a) **Police Chief**—Chief Wright's monthly report was included in the Council packet.

b) **City Planner**—The City Planner's monthly report was included with the Council packet.

c) **City Manager – Verbal Report—City Manager Wyntergreen** shared that the Pelican Pub will have a brewery in town. They have projected starting operation next June. The hospitality room at the LOC Conference was missed by many. He is looking forward to asking the Pelican Pub to help with promotion at future conferences. The Economic Opportunity Analysis (EOA) is underway—it is a crucial piece of long range planning. He hopes to see some repositioning of the commercial properties throughout the City after the process is finished. The WWTP is continuing to look for ways to utilize the facility to its maximum and bring more efficient operation and extra revenue to the City. A cake-making (sludge dehydration) demonstration will be on October 20th at 10:00 a.m.

The DEQ mandate for cross-connections downtown has been addressed by City staff who made the repair. We have the talent within the staff to address these issues. There are still some smaller cross-connections that need repair next year. A CDBG is coming up for submission in December for repair work to the sewer lines up to $2M with no match requirement. The Safeway job is finished with the final finance wrap up soon. The City has about $3-4K left to pay, but may be able to utilize with some sort of contract. Ball field diagrams and options are being worked on by Urban Designer Terra Wilcoxson. Outreach for support has begun. An Open-House Workshop will be on October 10th or 11th at 5:30 p.m. at the 911 Building for all parks to discuss the plans. There are several conflicts that same day—Rails and Trails feasibility at the Oregon Department of Forestry, and the County Commissioner Debates. A second workshop is a possibility. On Nov 1st there will be a public hearing for the Planning Commission Parks Plan for consideration in December. There is a STIP workshop this Thursday at 10:00 a.m. at TBCC. One-way changes have been implemented. Streetscapes and Beautification Committees are both on Tuesday. Regarding the Code Enforcement concerns, Chief Wright had an idea to drive around and talk about code changes via a van tour study session. The City Shops asphalt project is complete, fencing, sidewalk, and ventilation will be coming soon. The Third Street paving is beginning next week. The delay was a gravel supply issue—not coming in fast enough at the grade necessary to move forward. PERS rates are out. Negotiations are underway with the Port for the secondary water line connection—an IGA should come to the Council this month.

d) **Mayor - Verbal Report—Mayor Weber** announced that the **Tillamook County Resource Center** is celebrating its 30th anniversary. The United Paws art showcase is at the Museum from October 2nd through November 4th. There are new tour devices available as well. Goodwill is opening a new store in Newberg—Tillamook looks forward to the Tillamook store opening. Thanked the Council for their participation in area events and encouraged everyone to attend the 2012 Veteran's Day Celebration at the Air Museum on Monday, November 12, 2012 at 10:00 a.m. She will attend the Mayor's Ball on October 13th. The theme is British this year.

XIV. CORRESPONDENCE

XV. COMMITTEE REPORTS

a) **Finance Committee—Councilor** Martin reported that the TLC water bond refinancing will be coming soon.

XVI. AUTHORIZATION TO PAY BILLS

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

GENERAL CHECKING ACCOUNT

BATCH TYPE	DATE	CHECK RANGE	AMOUNT PAID
Special Batch	09/18/2012	32751	$600.00
A/P Batch	10/01/2012	32752-32789	$158,573.89

XVII. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **8:43 p.m.**

Minutes approved by:

Suzanne Weber Nov. 5, 2012

Suzanne Weber, Mayor Date

Minutes submitted by:

Abigail Donowho 11/5/12

Abigail Donowho, City Recorder Date