CITY OF TILLAMOOK
MONDAY, DECEMBER 19, 2011 - 7:00 P.M.
CITY HALL, 210 LAUREL AVENUE, TILLAMOOK OR 97141

EXECUTIVE SESSION:

Mayor Weber called the Executive Session to order at 6:00 p.m. under ORS 192.660(2)(d) for Labor Negotiations, and ORS 192.660 (2)(h) for Pending Litigation.

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 Cheryl Davy
Councilor Steve Forster
Councilor John Sandusky
Councilor Doug Henson

Absent:
Councilor Matt Harris (Excused)

Staff present:

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

AGENDA:

The posted agenda for the December 19, 2011 is attached and by this reference is made a part of the record.

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

1. "Tsunami Ready, Tsunami Prepared"brochure (Exhibit A)

MINUTES: Council minutes for May 17, 2010, September 7, 2010, November 7, 2011, and December 5, 2011 were provided in Council packets. **Councilor Sandusky moved for approval of minutes for May 17, 2010, September 7, 2010, November 7, 2011, and December 5, 2011. Councilor Forster seconded. Motion carried unanimously by council seated.**

PRESENTATIONS:

1. **City of Tillamook Christmas Lighting Contest Awards--Mayor Weber** noted that this contest is an annual event.. She expressed her happiness in announcing this year's winners and thanked everyone who put forth effort to add to the beautification of the City. She thanked the judges Debbie Coleman, Lynda Casey, Mary Tucker, and Aileen Allen, and the City Recorder for their participation. Winners announced were as follows:

    - RESIDENTIAL
      First Place: Dave and Rita Hogan at 3614 First Street;
      Second Place: Vicky Shively at 1005 Ninth Street;
      Third Place: Sherry Mello at 515 Douglas Avenue;

Honorable Mentions: Patrick and Christina Maahs at 1515 Ninth Street, and
Lorenzo Ybarra at 1801 Eleventh Street.

- COMMERCIAL:
  First Place: Jim Kephart Floor Covering at 2111 Third Street;
  Second Place: Blue Heron French Cheese Company at 2001 Blue Heron Drive;
  Third Place: Wildflower Thrift Boutique at 114 Main Street;
  Honorable Mention: Moondancer at 1910 Fourth Street.

2. **Introduction of Oregon Department of Geology and Mineral Industries (DOGAMI) Tsunami Outreach— Public Affairs Specialist Jeannell Wyntergreen** thanked the Council for the opportunity to present the education portion of the Tsunami Outreach. She outlined that the drafts of hazard area maps will be available on January 25, 2012 and will be presented to the steering committee at that time. They will discuss the evacuation brochures to be created as a result of the new maps.

Tonight's presentation focused on the outreach program program—DOGAMI's Tsunami outreach program is in its third year in both the Tillamook and Coos Bay areas. Areas covered range from Garibaldi, Bay City, Barview Jetty, Cape Meares, Oceanside, Netarts, and the City of Tillamook. The program has five main goals to reach before the end of the grant period in July of 2012:

- Goal #1: *Pre-survey*--Councilor Forster had suggested that the Councilors each take ten surveys to theirwards in order to reach the goal of 100 participants. Surveys may be anonymous. **Wyntergreen** has asked for pre-surveys to be done at each Councilor's discretion, keeping in mind that post-surveys will be completed by the same people later in the year. The pre-surveys are due January 4, 2012, please return them to the City Manager.

- Goal #2: *Door-to door outreach in tsunami hazard areas*—After maps are available in January, door-to-door outreach will be initiated. A "map your neighborhood" goal is also included with the outreach program which will help educate residents and get them involved. One student at Tillamook High School has chosen the DOGAMI Tsunami Outreach as his community service project.

- Goal #3: *Tsunami Outreach Rally in Tillamook at Tillamook Bay Community College on March 11, 2012 from 1:00-5:00 p.m.*—On the one-year anniversary of the tsunami in Japan, an outreach rally will be held to inform the community about DOGAMI Tsunami Outreach. There will be speakers including DOGAMI cartographers, and Althea Rizzo from Emergency Management. Booths will be set up with information from the Coast Guard, ham radios, Citizen Emergency Response Team (CERT), and any group that can come forward participate. Survival kits will be addressed, including the possible need for 21-day kits instead of 72-hour kits in Tillamook County.

- Goal #4: *Evacuation Drill*—On Wednesday, May 23, 2012, a drill within specified hazard zones to address the interest and needs of the area will be coordinated. It will include help from the local police and fire departments. Area schools will also be participating.

- Goal #5: *Post-Survey*—The same people who participated in the pre-survey will be asked to complete a post-survey of the educational events and drills that have taken place in order to evaluate how well the outreach has worked.

More opportunities for educational events and programs will be available; however the main event will be the rally in March. **Specialist Wyntergreen** thanked the City Council for use of the office in the Transit Center for information distribution. When the maps are available, DOGAMI will utilize the space for the public. Large ward maps will also be displayed with street names to emphasize the "Map Your Neighborhood" program and generate interest. Contact information for the City Councilors and the DOGAMI Tsunami Outreach workers will also be posted.

Emergency Manager Jerry Rilette also thanked the Council for their time. He emphasized his 33 years in emergency services and explained that the grant DOGAMI has issued is really great to work with as it provides a lot of flexibility and availability to do what the community wants. He mentioned that CERT classes will be taught—a 24-hour class, for people of all ages and physical abilities, teaching disaster preparedness, search and rescue, team organization, to include a final exam with life-like demonstrations. This is a program to help teach people what NOT to do, and how to respond in emergency situations. Garibaldi will be one location. **Rilette** emphasized the program will be free or low-cost, and is a great program to help prepare for emergency events.

Rilette explained the "Map Your Neighborhood" areas are designed to create an organized line of communication in order to gain reports from areas throughout the County in an emergency situation. With good communication in place, emergency services will be able to better know what is needed and where.

He supplied the Council with a handout titled, "Tsunami Ready, Tsunami Prepared." The City of Tillamook is not yet certified tsunami ready. With DOGAMI's help, the certification will reduce flood insurance costs throughout the city, for both residential and commercial properties. **Councilor Forster** asked about training for councilors, mayors, and elected officials with a NIMS 402 class. **Rilette** stated that a three-hour class could be arranged. **Councilor Forster** also reiterated the importance of the pre-surveys, that the opinions and realism added to the program through the surveys can really benefit the people. **Councilor Sandusky** thanked Wyntergreen and Rilette for their time.

City Manager Wyntergreen noted the emergency exercise Chief Wright will do on January 4, 2012. **Chief Wright** talked about the incident response training planned for the City employees to be responders to emergency situation. Training will be at City Hall at 3:00 p.m., followed by the drill at 4:00 p.m. at the Courthouse.

CITIZENS HEARING/AUDIENCE COMMENTS: None

PENDING BUSINESS:

1. **Final Approval of TURA/City Parking Lot Lease Agreement—City Manager Wyntergreen** said that TURA has approved the agreement. There are no significant changes. The agreement is ready for approval along with the new parking fee schedule. **Wyntergreen** recommends that the Council authorize final approval of the agreement. **Councilor Sandusky moved to approve the TURA/City of Tillamook Lease Agreement and have the Mayor sign it. Councilor Martin seconded. Motion carried unanimously by Council seated**.

NEW BUSINESS:

1. **Approval of Police Contract—City Manager Wyntergreen** reminded the Council of the TEAMSTERS contract that has been presented by the local 458. The contract has been approved by the employees, as stated in a letter from the union. If the Council approves, the contract will be ratified. **Councilor Martin moved for approval of the contract with the union for the police department to be effective from July 1, 2012 through June 30, 2016. Councilor Sandusky seconded. Motion carried unanimously by council seated.**

2. **Set Workshop for FEMA/Hoquarton Properties—Mayor Weber** proposed a workshop to discuss plans for the Hoquarton area properties be held as soon as possible. It was set for Tuesday, January 3, 2012 before the regular Council meeting. **City Manager Wyntergreen** suggested the Council think about the potential of the newly acquired Safeway property. There are several contiguous parcels that need to be addressed.

3. **Set Workshop for IGA with Port of Tillamook Bay—City Manager Wyntergreen** mentioned that several items including points for IGA related to sewer extensions and water improvement should be discussed. The workshop was set for Tuesday, January 17, 2012 before the regular council meeting.

4. **SDC Workshop**—An SDC workshop was scheduled for February 6, 2011 before the regular Council meeting.

LEGISLATIVE:

1. **Resolution—Revised Fee Schedule for Monthly Parking Fees 2012—City Manager Wyntergreen** outlined the only change was to the monthly parking fee from $20.00 per month to $30.00 per month. All other fees remain the same. **Councilor Sandusky moved for approval of a Resolution Amending Resolution Number 1564 Pertaining to the Fee Schedule of the City of Tillamook and Repealing Resolution Number 968 and Number 996. Sandusky seconded. Motion carried unanimously by council seated.**

2. **Staff Report: Police Department, Chief Wright – Ordinance Updates—Chief Wright** reminded the council that these ordinances are updated regularly to reaffirm the ORS authority associated with each ordinance.

   A.) **First Reading of Ordinance Amending Ordinance #1253—Chief Wright** noted a change needed in section one to the ordinance referenced from 1206 to 1253. **Councilor Sandusky moved for the first reading of an Ordinance Amending Ordinance #1253 Relating to General Offenses, Defining Nuisances; Providing For Their Abatement; Providing Penalties; and Repealing Ordinance #1245 by**

title only. Councilor Forster seconded. Motion carried unanimously by Council seated. The ordinance title was read by City Recorder Donowho.

B.) **First Reading of Ordinance Amending Ordinance #1249—Councilor Martin moved for the first reading of an Ordinance Amending Ordinance #1249 Relating to Controlling Vehicular and Pedestrian Traffic by title only. Councilor Forster seconded. Motion carried unanimously by Council seated. The ordinance title was read by City Recorder Donowho.**

C.) **First Reading of Ordinance Amending Ordinance #1216—Chief Wright** noted language changes in sections one and seven. **Councilor Sandusky moved for the first reading of an Ordinance Amen ding Ordinance 1216, and Ordinance Defining the Downtown Parking District, Prohibiting Employee/Employer, Volunteer, Resident, Resident Visitor and Student Parking within the Downtown Parking District and Defining Parking Control Zones and Signs by title only. Councilor Forster seconded. Motion carried unanimously by Council seated. The ordinance title was read by City Recorder Donowho.**

D.) **First Reading of Ordinance Amending Ordinance #1233—Councilor Martin moved for a first reading of an Ordinance Amending Section 2 of Ordinance 1233, an Ordinance Authorizing the City of Tillamook Police Department to Check Criminal Information Records of the State of Oregon Law Enforcement Data System by title only. Councilor Davy seconded. Motion carried unanimously by Council seated. The ordinance title was read by City Recorder Donowho.**

COUNCIL CONCERNS – Non-Agenda Items

Councilor Martin commented on the City's annual fall clean-up, and he thanked the lady who brought leaves for his garden.

MONTHLY REPORTS:

1. City Manager – **A verbal report was given by City Manager Wyntergreen** updating the council on numerous issues:

   - City shops clean-up will be held on the 28th and 29th;
   - Goodspeed Park is in the midst of preparation for the playground equipment installation in January;
   - Electric vehicle charging station locations are being discussed for three possible locations in Tillamook: 2nd & Ivy, the Shilo Inn (they are working with ODOT for a grant), and the Tillamook PUD is working with TCCA regarding sites at the Creamery. At this point, all efforts are independent, Wyntergreen will work to coordinate the efforts for consistency;
   - The Safeway property buyout is closing Tuesday, December 27, 2011. Public works will walk through and photo document the current property condition. Ideas for the property need to be discussed, however, Terry Sprenkel from the New 2 Used thrift store will temporarily utilize the building for storage before demolition. In lieu of rent, Sprenkel will pay the electric bill. Demolition will take place after flood season.

   Councilor Davy asked about the City's liability regarding storage for the thrift store. **Wyntergreen** reassured the Council that the inventory is not valuable enough to cause concern.

   - There will be two *Tuesday* night meetings in January due to the Monday observance of holidays;
   - The Finance Committee will need to meet to discuss the TRT changes;
   - The Personnel Committee needs to meet to look at the evaluation process and other personnel issues;
   - Tsunami maps will be released on January 25, 2012.

   Councilor Forster asked about the City Shops and where the process is in looking for different locations. **Wyntergreen** replied that both the potential purchase of Hinsman's property on Third Street or building a shop at the Wastewater Treatment Plant continue to be viable options.

2. City Recorder—**City Recorder Donowho** told that Council to expect some changes to the reporting format received as the Finance Officer would be submitting numbers in the future. She is busy learning the nuances of her new job, and thanked the Council for the opportunity to serve the City.

3. Mayor – **Mayor Weber** noted that committee sign-ups are coming up in January, so please be sure to refer anyone who might be interested. She thanked all of the people who participated in the lighting and decorating contest. She also

reminded everyone about the emergency preparedness drill to take place on January 4, 2012. The Mayor also noted that the Finance and Personnel committee's schedule their meetings.

COMMITTEE REPORTS:

1. **Personnel Committee**—No meeting was held.
2. **Urban Renewal Agency—Councilor Davy reported** that TURA is still looking at map and acreage updates to balance the boundaries. Financing options are moving forward with applications being wrapped up. Final approval of lease agreement as passed by Council. They are looking at painting the Tillamook Apartments. Shawna Sykes, will speak at the next TURA meeting about Local economics for Tillamook. The Agency currently holds two meetings a month, but is considering going to once a month.
3. **Associations Committee—Mayor Weber** reported that the "Branding" of Tillamook sign proposal from Chamber of Commerce is moving along nicely. Justin Aufdermauer will bring more information regarding the structure and locations of the signs to the next meeting on the second Thursday in January at the Port of Tillamook Bay.

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. Councilor Sandusky seconded the motion. Council seated approved the motion unanimously.**

GENERAL CHECKING ACCOUNT

Special Batch 12/19/2011	**Checks #31688**	**$ 366.43**
A/P 12/09/2011	**Checks #31626-31687**	**$60,391.10**

ADJOURNMENT:

There being no further business Mayor Weber adjourned the meeting at 8:10 p.m.

APPROVED:

Suzanne Weber 1·3·12

Mayor **Date**

ATTEST:

Abigail Jonsrud 1·3·12

City Recorder **Date**