TILLAMOOK CITY COUNCIL MEETING
MONDAY, JULY 19, 2010
CITY HALL, 210 LAUREL AVENUE

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters 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 Bob McPheeters
Councilor Joe Martin
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky
Councilor Willard Berry

Absent: Councilor Matt Harris – Excused

Staff Present:

Mark Gervasi, City Manager
John Putman, City Attorney
Tim Lyda, Public Works Assistant Director
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of July 19, 2010 is attached and by this reference is made a part of the record.

MINUTES: None

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Hoquarton Trail Art and Community Landscapes Information (Exhibit A)
2. Beautification Committee Property Improvement Nomination (Exhibit B)

CITY COUNCIL MINUTES:

1. Council minutes for April 5, 2010 were provided in Council packets. **Councilor Sandusky moved for approval of minutes for April 5, 2010. Councilor Weber seconded. The motion carried unanimously by Council seated.**

2. Council minutes for July 6, 2010 were provided in Council packets. **Councilor Martin moved for approval of minutes for July 6, 2010. Councilor Weber seconded. The motion carried unanimously by Council seated.**

PRESENTATIONS/UPDATES/REQUESTS:

1. **Charlie Wooldridge** presented information for the Hoquarton Trail/Carlich House Interpretive Center. He outlined the vision for the interpretive center with illustrations and maps. Many organizations will be working together to get this project completed including the Pioneer Museum, Bay City Arts Center, and numerous volunteers. The current memorandum of agreement (MOA) has been extended for another year in order to provide time for plans to be finalized.

MONTHLY REPORTS:

1. **CITY RECORDER**—The recorder's report for the month of June 2010 was included in the council packets. Open ward positions have been advertised in the newspaper for the upcoming election.

PUBLIC HEARINGS:

1. **CITIZEN HEARINGS**—Mike Borough of Tillamook RV Repair would like to comment on City Manager Mark Gervasi's evaluation. Due to scheduling, the evaluation will be held on August 2, 2010.

2. **COUNCIL CONCERNS**—Non Agenda Items

   Councilor Berry discussed a pine tree on the SW corner of Ninth Street and Laurel Avenue obstructing the view and also hanging over the sidewalk. It is a Pine tree approx 20 feet tall. The tree needs to be eliminated or trimmed.

   Councilor Weber asked if the City cites businesses for weeds in sidewalks and around poles. If grass is more than eight inches tall, they are cited.

   Councilor Martin stated Ward 1 of the City has a lot of Morning Glory that needs trimmed.

PERMITS & LICENSES: None

BEAUTIFICATION/PROPERTY IMPROVEMENT NOMINATION:

1. Richard and Linda Trattner at 895 Seventh Street were nominated and received this month's Beautification Award. They will receive a certificate and up to $100 off their water bill.

COMMITTEE REPORTS:

1. **PERSONNEL COMMITTEE**—
   There was confusion of prior meeting time. The meeting will be scheduled after the Council meeting.

2. **BEAUTIFICATION AND PARKS COMMITTEE**—
3. Beautification and Parks Committee meetings are scheduled for July 20, 2010 at 9:00 a.m. and July 27, 2010 at 9:00 a.m. Kristen Hall from ODOT will attend the meetings with a project update and how it will impact Sue H. Elmore Park. Playground equipment at Goodspeed Park and the possibility of a Truck Parade will be discussed. At the last meeting the committee discussed adding the Ninth Street Park to the agenda and it was decided it will be discussed at the July 27, 2010 meeting.

4. **FINANCE COMMITTEE**—
   The Finance Committee meeting is scheduled for July 28, 2010 at 2:00 p.m.

5. **PUBLIC SAFETY COMMITTEE**—
   The Public Safety Committee meeting is scheduled for July 29, 2010 at 2:00 p.m.

6. **PUBLIC WORKS COMMITTEE**—
   The Public Works Committee meeting is scheduled for July 29, 2010 at 2:00 p.m.

7. **ASSOCIATION COMMITTEE**—
   Meeting date has yet to be set after New Business is discussed.

PENDING BUSINESS:

1. **CARLICH HOUSE MEMORANDUM OF AGREEMENT**—

Councilor Sandusky moved to accept the Memorandum of Agreement as is and for the City to pay the utilities. Councilor Forster seconded. The motion carried unanimously by Council seated.

2. STAFF REPORT—Accept final report of Oregon Solution Project #4 Economic Opportunity Analysis by Johnson-Reid. **Councilor Berry moved for the adoption of the Oregon Solution Project #14 Economic Opportunity Analysis by Johnson-Reid. Councilor Sandusky seconded.** It was pointed out the motion was stated as Project #14 and should have been Project #4. **Mayor McPheeters noted the correction to be Project #4. The motion carried unanimously by Council seated.**

NEW BUSINESS:

1. TRANSIENT ROOM TAX (TRT) REQUESTS—
Mayor McPheeters assigned the following committee:
   - Councilor Berry
   - Councilor Sandusky
   - Councilor Forster

   Mayor McPheeters advised the committee to consider interpretation of IRS 501(c)(3) as the IRS has tightened up the qualifications. (Audio tape ran out. Per City Recorder's notes):
   "Set date to"
   "**Councilor Weber** last year provide report. Consensus."
   "Send out now."

2. CHAMBER/CITY TRT CONTRACT—
City Manager Gervasi needs a contract completed with the Chamber of Commerce regarding the 1% TRT tax received. **Mayor McPheeters** assigned the following Councilors to this committee:
   - Councilor Weber
   - Councilor Harris
   - Councilor Martin

3. TILLAMOOK COUNTY INVOICE FOR FEMA APPEAL AND SCOPE OF WORK—
Councilor Sandusky moved to join the Appeal and Scope of Work and pay the invoice for FEMA. Councilor Forster seconded the motion. City Manager Gervasi has budgeted this under Special Projects. Invoice amount was $7,000. The motion carried unanimously by Council seated.

4. TILLAMOOK RETAIL ASSOCIATION (TRA)—REQUESTS STREET CLOSURE OF SECOND STREET BETWEEN PACIFIC AVENUE AND IVY AVENUE FOR MOONLIGHT MADNESS – JULY 30, 2010—
Councilor Weber moved to approve the street closure of 2nd Street between and Pacific Avenue Ivy Avenue for Moonlight Madness on July 30, 2010. Councilor Forster seconded. The motion carried unanimously by Council seated.

5. OREGON COASTAL ZONE MANAGEMENT ASSOCIATION—
Mayor McPheeters explained the need for a Councilor from the City to be a part of this Association. **Councilman Forster** volunteered to be a representative to the Association.

LEGISLATIVE/ADMINISTRATIVE:

1. RESOLUTION APPROVING THE TILLAMOOK URBAN RENEWAL AGENCY WITH THE ABILITY TO ADMINISTER THE FAÇADE GRANT PROGRAM—
Councilor Weber moved to approve resolution giving the Tillamook Urban Renewal Agency the ability to administer the Façade Grant Program. Councilor Forster seconded. Clarification was made this does not include any loans, grants only. The motion carried unanimously by Council seated.

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

1. Thank You Note for donated trash container (on agenda, but not discussed).

REGULAR SESSION RECESSED INTO EXECUTIVE SESSION AT 8:30 P.M.

EXECUTIVE SESSION ORS1 92.660(2)(a) – Employment of Public Officers, Employees and Agents

EXECUTIVE SESSION ADJOURNED AT 8:50 P.M.

RECONVENE REGULAR SESSION—

Councilor Weber moved that we express a positive employment evaluation for Bernadette Sorensen, thank her for all of her good work for the City and the Council and recommend a salary increase in accordance with the budget. The motion was seconded by Councilor Sandusky. The motion carried unanimously by Council seated.

MAYOR'S REPORT: None

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 carried unanimously by Council seated.**

GENERAL CHECKING ACCOUNT

Special Batch 07/12/2010	**Checks #29360-29361**	**$ 1,671.41**
A/P 07/19/2010	**Checks #29362-29426**	**$219,231.23**

ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 9:51 p.m.

APPROVED:

Suzanne Weber 2-6-2012

Mayor **Date**

ATTEST:

Abigail Donovho 2/6/12

City Recorder **Date**