

**TILLAMOOK CITY COUNCIL MEETING
TUESDAY, JULY 6, 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 Matt Harris
Councilor Suzanne Weber
Councilor Steven Forster
Councilor Willard Berry

Absent:

Councilor John Sandusky (Excused)

Staff Present:

Mark Gervasi, City Manager
John Putman, City Attorney
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of July 6, 2010 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.
2. Public Works Committee meeting minutes. (Exhibit A)
3. Property Nomination form from Councilor Martin. (Exhibit B)

MINUTES:

Council minutes for Special City Council meeting of Friday, June 25, 2010 were provided in Council packets. **Councilor Martin moved approval of the minutes of June 25, 2010 as published. Councilor Weber seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

PROCLAMATION: None

PRESENTATIONS:

- **Hurliman-Veltri Insurance, Agent of Record – Tony Veltri** introduced himself and gave the Council an overview of his responsibilities as our agent of record. He also complimented staff. Council had no questions of Veltri.

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- **Special Olympics – Chief Wright** told the Council of the Police Dept. annual fundraiser for Special Olympics. Linda Kay Marshall of the local Ford Mustang Club presented Chief Wright with a check for \$650 from the Show 'n Shine event. A check for \$1,482 was presented by Cindy Harrison, representing the Tillamook Cheese Factory. Mayor McPheeters also complimented the Cheese Factory for being the host to the Rosarian Court
- **Tillamook Urban Renewal Agency – Don Hurd, Chairman** mentioned the Kimmel and Cameron parking lots the Urban Renewal Agency has purchased. In discussion with Councilor Weber the idea of using current City lots for short term parking and their lots for long-term parking to help enhance downtown parking. The urban renewal's lots would be striped and painted. Councilor Weber said she supports the idea of trading the lots. Councilor Forster recommended the idea go before the Public Works Committee. Mayor McPheeters said it would be important for the stakeholders to become involved. Gervasi said he would schedule it as an agenda item for the next committee meeting.

MONTHLY REPORTS:

City Manager:

- 2010-2011 Tax Levy Certification documents have been sent to the County Assessor's Office.
- Oregon Solutions #4 – the staff report on the study (purpose is to perform an Economic Opportunity Analysis to determine the City's economic goals, policies and land needs concerning businesses located in the Hwy. 101 flood zone and their relocation) will be presented at the July 19th Council meeting.
- The City has received a \$6,000 invoice from the County for our portion of the appeal process on the FEMA FIRM maps.
- 2010-2011 budgets for Tillamook Urban Renewal Agency and City of Tillamook were approved on June 25, 2010.
- Letters were sent from the City to all motel/hotel owners regarding two changes in payment. City will now receive monthly payments instead of quarterly payments for Transient Room Tax and tax will increase 1% which will go to the Chamber of Commerce to promote/support tourism and tourism-related activities.
- Gervasi will be working on the City Personnel Handbook.
- Gervasi is preparing the legal instruments to establish two Reimbursement Districts in the City where new sewer line extensions were made and paid for by private developers.

Planning Dept.:

- Councilor Martin asked Gervasi to have Planner check the dentist sign on 12th and Main Avenue as it blocks the view of cars heading south from drivers heading west across Main. Gervasi said he would.

Public Works:

- In the absence of Public Works Director Sullivan, **Gervasi** told the Council that paving on 12th Street in front of the high school to the railroad tracks is complete. The intersection of 10th & Miller will be completed soon.

Police Dept.:

- They have identified a possible candidate for the officer open position. They are beginning the background process as time allows.
- They have been notified that they are still in the running for the next round of COPS grants. Hoping to hear by September. They are asking for one position.

Municipal Court Judge:

- Judge Dolan's report was included in Council packets.

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PUBLIC HEARINGS:

1. **CITIZEN HEARINGS - NON-AGENDA ITEMS:** **None.**

2. **COUNCIL CONCERNS - NON-AGENDA ITEMS:**

Councilor Weber asked if Gervasi had found water/sewer payment amounts from motel owners. **Gervasi** said he would put the information in her mailbox.

Councilor Berry complained about fireworks going off late at night after the 4th of July celebration is over. He said fireworks were heard at 1:30 a.m. Monday night. He felt people should be cited. **Chief Wright** responded that the problem is in catching the offenders.

Councilor Martin said he has been contacted by several persons regarding the proposed 9th Street Park ball field. **Gervasi** suggested a workshop for Council to discuss the matter. **Councilor Forster** said it should go back to the committee first to hear the complaints and then to Council for a workshop. **Councilor Weber** agreed. Forster reminded everyone that the Beautification Committee is meeting at Tillamook City Hall on July 20th at 9 a.m.

Councilor Martin also reported that there are tall weeds on the Cedar Plaza Apts. **Chief Wright** said letters have been sent to owners. The problem is with properties that are now bank-owned or have been abandoned. He will have Brenda Bowers provide a list of properties that have been notified to the City Manager.

COMMITTEE REPORTS:

- **Personnel Committee:** **Chair Weber** stated that the committee is meeting tomorrow at 9 a.m. It is also meeting on July 13th. She requested that the time for that meeting be moved to 1 p.m. Councilor Berry asked for the Personnel Committee to consider removing the cost of living in with merit pay in the Salary Schedule. Sorensen said it was separate before but at the request of the Council it was merged together. She stated this is a change the Council can direct staff to make.
- **Beautification and Parks Committee – Chair Weber** said the meeting is scheduled for July 20th at 9 a.m. here at City Hall.
- **Finance Committee – N/A.**
- **Public Safety Committee – Chair Forster** reported that a meeting needs to be rescheduled.
- **Public Works Committee – Chair Berry** stated that the committee met on June 29, 2010. Minutes of the meeting were provided to Council (Exhibit A). He went over each agenda item and the committees' recommendations.

PENDING BUSINESS:

- **Carlich House MOA with Tillamook County – Gervasi** explained the original reason for the MOA has expired. The Hoquarton Trail Committee no longer uses the Carlich House. The Carlich House belongs to the County. Gervasi said that he has heard from several of the Hoquarton Trail Committee members that they no longer need the Carlich House. The City is paying the utilities at this location. He has been approached by someone wanting to use the building. Organization, use and intent are unclear at this time.

Mayor McPheeters asked Butch Parker, Tillamook County Community Development Director to comment. **Parker** said he could not speak for the commissioners but a building in such disrepair probably would not be used by the County. **Sorensen** questioned why the City should pay for electricity at a building owned by the County and in such disrepair. **Councilor Martin** said that if someone else wants to use the building let me make an agreement with the County and let the City get out from under it. Council asked Gervasi to provide more information at the next Council meeting.

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NEW BUSINESS:

Council agreed to hear recommendations of the Public Works Committee under New Business.

1. **Councilor Berry moved to have “No Parking” signs approved for the duration of the fair and other major events at the Fairgrounds for the area on 3rd Street from the west gate of the fairgrounds to Schild Road and McCormick Loop Road. Councilor Martin seconded the motion.** Under discussion **Chief Wright** explained that Council by ordinance should have approval of all signs within the City limits. This recommendation is worded to address this issue now and in the future. **Councilor Forster** mentioned he heard from concerned citizens that the No Parking signs went up to raise revenue by forcing people to pay for parking at the fairgrounds. Forster said he now understands that this is a safety issue for pedestrians parking and then walking along the street to and from the fairgrounds. **Motion carried (4-1) with Councilor Weber casting a nay vote.**
2. **Councilor Berry moved that a 30-minute loading zone be approved on the south side of 2nd & Main. Councilor Martin seconded the motion.** Under discussion **Councilor Weber** asked for a more-detailed explanation. **Chief Wright** explained that the committee had received a stack of 15-minute and loading zone requests from vendors at the Second Street Market. This recommendation will address the needs of the vendors. **Motion carried unanimously by Council seated.**
3. **Councilor Berry moved to approve the 15-minute parking space adjacent to the 30-minute loading zone. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.**
4. **Councilor Berry moved that the request for a 15-minute parking exemption pass from Body N’ Sole, 403 Main Avenue is granted. Councilor Martin seconded the motion.** Under discussion **Chief Wright** explained that a placard will be given and will need to be placed on the dashboard of the vehicle. **Motion carried unanimously by Council seated.**
5. **Councilor Berry moved that a strongly worded letter be sent to the County Commissioners deploring the condition of the county roads located in the City and a copy of the letter forwarded to the *Headlight-Herald*. Councilor Martin seconded the motion.** Under discussion **Councilor Forster** asked for clarification on what streets are included in the motion and why a strongly worded letter was necessary. **Councilor Berry** responded that the streets in question were 3rd Street, Marolf and 12th Street. The County seems to fix potholes elsewhere with little consideration to their streets located in the City limits.

Councilor Weber commented that it is the County’s intention to fix the road in front of TBCC this summer. **Councilor Forster** did not agree with a strongly-worded letter and copied to the newspaper. He felt a telephone call from the Public Works Director to the county would be better. He also acknowledged that the county is suffering because of economic times and most recently a story appeared in the paper about the county considering putting road repairs on the ballot. **Motion failed (2-3) with Councilor Weber, Councilor Forster and Councilor Harris casting nay votes.**

6. **Councilor Berry moved to have the County place a No Parking sign along Marolf on the west side due to limited visibility and safety concerns. Councilor Martin seconded the motion. Chief Wright** clarified that this would be for two spaces. **Motion carried unanimously by Council seated.**
7. **Chief Wright** said that the agreement with the County on paid parking spaces is not at issue at this time. The County is still working on how many spaces they will need with the Community Development Dept. relocating to the old TLC building. However, they are formally requesting that the City yellow out what was a County parking space on First Street closest to the mailbox drop. The space is identified as #74 and the county is willing to continue paying for the space. They feel it is a safety issue and the employee that used that spot had his car ran into by someone pulling wide out of the Post Office lot.

Councilor Berry moved that parking spot #74 leased by the County be painted yellow to facilitate people going to the mailbox. Councilor Weber seconded the motion. Motion carried unanimously by Council seated.

LEGISLATIVE

1. APPOINTMENT OF TONY VELTRI, HURLIMAN-VELTRI INSURANCE AS AGENT OF RECORD FOR THE CITY OF TILLAMOOK -- RESOLUTION

Councilor Weber moved for the approval of the resolution appointing Tony Veltri, Hurliman-Veltri Insurance Services as the agent of record for the City of Tillamook and repealing Resolution No. 1330. Councilor Forster seconded the motion. Under discussion **Councilor Berry** questioned the reference to contractor in the resolution. Services provided by the agent of record on behalf of the City of Tillamook with City County Insurance Services were explained by the City Attorney. Commissions are received by the agent and paid from CIS directly. **Motion carried unanimously by Council seated.**

STAFF COMMUNICATION/CORRESPONDENCE/DISCUSSION:

Gervasi mentioned correspondence included in Council packets. He said if councilors wanted to see a copy of the Water, Wastewater and Stormwater 2009 Survey done by the League of Oregon Cities they could stop by and check it out. It is a large document so he didn't make individual copies.

Gervasi said also included with correspondence are letters he prepared to motel/hotel owners in Tillamook regarding the payment of collected taxes on a monthly basis beginning with July 2010 and the increase of that tax from 9% to 10% with the additional 1% going to promote Tillamook Chamber of Commerce

EXECUTIVE SESSION: ORS 192.660(2) (E) Real Property Transactions

At 8:40 P.M. Mayor McPheeters announced that Council would be going into Executive Session after a 5-minute recess.

City Council reconvened from Executive Session at 9:05 P.M. **Gervasi** asked the Council if they are interested in being the sub-grantee in first position on the subject property should it avail itself of a FEMA buyout.

Councilor Weber moved to have the City continue the policy established by Council in FEMA buyout opportunities. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.

MAYOR'S REPORT:

Mayor McPheeters reported on the new 80-page brochure published by Tillamook Estuaries Partnership on waterways in our area. It is an excellent source of information on kayaking, canoeing, fishing, and boating.

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 Weber. 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.

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GENERAL CHECKING ACCOUNT

A/P Batch 07/06/2010

Checks #29294-29359

\$ 86,161.28

ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 9:15 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder