

City Council Meeting Minutes

Tuesday, February 20, 2018

TURA WORKSHOP--5:00 p.m.--2016/17 TURA Audit Presentation--Tonya Moffitt

WORKSHOP--5:30 p.m.--2016/17 City Audit Presentation--Tonya Moffitt

WORKSHOP--6:00 p.m.--Council Tour of the Evidence Room & Fentanyl Presentation

CALL TO ORDER

Mayor Weber called to order the regular meeting of the Tillamook City Council at 7:00 p.m. on Monday, February 20, 2018 in City Hall at 210 Laurel Avenue in Tillamook, Oregon, and lead the Pledge of Allegiance.

ROLL CALL

City Manager Wyntergreen conducted a roll call. The following persons were:

Present: Mayor Suzanne Weber; Councilor Jorge Rios; Councilor Jason Hopkins; Councilor Adam Schwend; Councilor Aaron Burris; Councilor John Sandusky; Councilor Doug Henson

Staff Paul Wyntergreen, City Manager; Jamy Wilson, Finance Officer

Present:

ADDITIONAL ITEMS SUBMITTED AFTER PACKET DISTRIBUTION

1. Proposal for the Oddfellows building as a temporary relocation location for City Hall (Exhibit A)

MINUTES

The minutes for the City Council Regular Session of February 5, 2018 were included with council packets and by this reference made a part of the record.

Moved by Councilor Aaron Burris, seconded by Councilor Adam Schwend

Councilor Burris moved to approve the minutes as submitted.

Vote: 6 - 0 Carried - Unanimously

PUBLIC HEARINGS

1. **Public Hearing--Community Development Block Grant Application for Sewer Rehabilitation--Mayor Weber** opened the public hearing for the CDBG Application for Sewer Rehabilitation at 7:02 p.m. and read the notice of public hearing in its entirety to explain the purpose of the hearing. **City Manager Wyntergreen** gave a staff report noting that the application is due June 1, 2018. Staff is recommending a sewer rehabilitation application. The purpose of the hearing is to take additional testimony about other block grant options that the community may want to pursue. The proposed sewer rehabilitation project would pick up where the last two projects left off when funds ran out.

Mayor Weber opened the floor to the public for comment at 7:06 p.m.. No comment was made. No additional correspondence was received. There being no further comment, **Mayor Weber** closed the public hearing at 7:07 p.m.

City Manager Wyntergreen asked for the Council's direction. **Councilor Sandusky** noted that it would be good to finish the project that has been started. The council reached a consensus to move forward with the application.

2. **Public Hearing for Planning Commission Recommended Code Changes**--**Mayor Weber** opened the public hearing for the Planning Commission Recommended Code Changes at 7:08 p.m. She noted the purpose of the hearing is to provide the public with an opportunity to submit testimony for or against the proposed changes. A staff report was given by **City Manager Wyntergreen**. He outlined the cleanup of inconsistencies, additional code for food cart standards, and the possibility of code development changes to encourage multi-family housing development.

Councilor Sandusky asked about the timing for decision regarding the proposed changes. **Wyntergreen** answered that this hearing is to take testimony. **Councilor Hopkins** asked for clarification on specific portions of the code and setback language proposed for amendment.

Mayor Weber opened the floor to the public for comment at 7:20 p.m..

Justin Aufdermauer of the Tillamook Area Chamber of Commerce addressed the Council to bring forward his concerns. He asked the Council to table the item for decision until additional discussion can be had. He stressed that there are a lot of regulations within the definitions of the food cart code. Some areas of concern are other types of mobile units and food beverage carts. The requirements for paved surface are not consistent, and requiring this of a land owner would be cumbersome. He asked about the possibility of a waste treatment plan instead of a contract in place--many of the waste treatment providers are an on-call/as-needed basis. **Aufdermauer** also brought forward potential issues surrounding the structures involved with food cart standards. He asked the Council to think about additional time to discuss and think about the impacts.

Sierra Lauder of the Tillamook Area Chamber of Commerce addressed the Council and brought forward concerns starting with page one and moving forward. She noted the difference between development standards and zoning code. What point will the interim use and permanent use standards come into play? Is a price threshold the best way to denote permanent vs. temporary or interim use? She touched on the regulations surrounding the standard for using only originally designed as a food cart--it could limit the potential for a destination food cart (like Astoria), and there are other agencies in place to govern the food safety aspect if that was the concern. Lauder asked the Council to consider the applicants--is it a property owner, or a food cart operator? Who is held to which standard? What is triggering the need for the regulation? Standards related to aesthetics wouldn't really be a land use piece. Should there be a separate type of vending business license? Is density triggering the conversation? She asked about the requirements for pop-ups and tent regulations. Section 153.054 denotes less of a requirement than non-flood zone for surfaces--is it fair to make a non-flood zone requirement a larger burden? It seems to be a reverse--flood zones would usually have more stringent requirements. **Wyntergreen** noted that the initial paving request was from the Health Division, but flood requirements won't allow the paving.

Mayor Weber asked that Lauder and Aufdermauer put their concerns in writing and submit them to the Council for additional consideration. She noted that this is the first time the Council has seen these changes and will need more time to consider all aspects.

No additional correspondence was received. There being no further comment, **Mayor Weber** closed the public comment portion of the hearing at 7:44 p.m.

The Council discussed the need to remand the proposed code revisions to the Planning Commission for further refinement. **Councilor Schwend** added that land use aspects should be directed at food cart pod owners. Food cart standards should be geared toward the food cart owners. Land use and design standards should be separated.

There being no further discussion, **Mayor Weber** closed the public hearing at 7:49 p.m.

Moved by Councilor Adam Schwend, seconded by Councilor John Sandusky
Councilor Schwend moved to remand the standards back to the Planning Commission with the direction that design standards should be separated from land use.

Vote: 6 - 0 Carried - Unanimously

CITIZENS HEARING/AUDIENCE COMMENTS--None

NEW BUSINESS

1. **Planning Commission Member Re-Appointments for Terms Expiring February 28, 2018--Mayor Weber** would like to reappoint Lawrence Oswald and Ruth LaFrance to the Planning Commission for another term.

Moved by Councilor John Sandusky, seconded by Councilor Adam Schwend
Councilor Sandusky moved to ratify the Mayor's re-appointment of Oswald and LaFrance to the Planning Commission.

Vote: 6 - 0 Carried - Unanimously

2. **Park Kiosk Construction and Installation Agreement--City of Tillamook and Tillamook Area Chamber of Commerce--City Manager Wyntergreen** noted that this agreement is a follow-up to the Wayfinding Plan.

Moved by Councilor Adam Schwend, seconded by Councilor Jorge Rios
Councilor Schwend moved to approve entering into the Park Kiosk Construction and Installation Agreement, and delegate signature authority to the Mayor.

Vote: 6 - 0 Carried - Unanimously

3. **Finance Committee Recommendation for City Hall Temporary Relocation--City Manager Wyntergreen** explained that with the City Hall Rehabilitation Project, the Finance Committee reviewed and is recommending the temporary relocation of services to a the old Sterling Savings Bank. A wide variety of properties and consideration of modular units on City property were researched. An additional proposal was received over the weekend for the Oddfellows building to house City Hall for an up-front capital improvement program. The Finance Committee did not review the cost of the Oddfellows building at their meeting. **Wyntergreen** asked the Council if they would like to consider any additional negotiation with the owner of the Oddfellows building, and if so, the decision could be delayed to the next meeting.

The Council discussed the proposals, including square footages and pricing. **Finance Officer Wilson** noted that the build-out improvements at the old Sterling Bank are minimal, and if the City does not lease the building it is going on the market for sale by the owner. **Councilor Schwend** added that there is not a lot of commercial property available in Tillamook.

Moved by Councilor Jason Hopkins, seconded by Councilor Adam Schwend
Councilor Hopkins moved to accept the Finance Committee's recommendation for temporary City Hall Relocation to 411 Pacific Avenue, the old Sterling Savings Bank.

Vote: 6 - 0 Carried - Unanimously

4. **Council Approval of Reader-Board Advertisement Pricing**--The Council discussed the possibility of income from reader board advertisement.

Moved by Councilor Jorge Rios, seconded by Councilor Adam Schwend
Councilor Rios moved to approve the reader board advertisement pricing as presented.

Vote: 6 - 0 Carried - Unanimously

5. **Authorization to Apply for Local Government Grant--Hadley Fields Soccer and Food Court--City Manager Wyntergreen** summarized the recommendation from the Beautification Committee to apply for the top priority of the Heritage Recreation Area Master Plan.

Moved by Councilor Doug Henson, seconded by Councilor John Sandusky
Councilor Henson moved to authorize the application for the Local Government Grant program for the soccer field and food court.

Vote: 6 - 0 Carried - Unanimously

LEGISLATIVE

1. **Resolution 1747--A Resolution Adopting the Heritage Recreation Area Master Plan--City Manager Wyntergreen** presented the master plan for the parks within the Heritage Recreation Area. A prioritized list and options for maintenance are also included.

Moved by Councilor Jorge Rios, seconded by Councilor Doug Henson

Councilor Rios moved to approve Resolution 1747.

Vote: 6 - 0 Carried - Unanimously

2. **Ordinance 1333--First and Second Reading--An Ordinance Amending the Code of the City of Tillamook (CCT), Title III, Chapter 35.015--Transient Room Tax Definitions, and Declaring an Emergency--Mayor Weber** noted this ordinance amends the transient room tax rules. **Finance Officer Wilson** added that it came about with the addition of third party booking agencies.

Moved by Councilor Adam Schwend, seconded by Councilor Aaron Burris

Councilor Schwend moved to have the first reading of Ordinance 1333, by title only.

Vote: 6 - 0 Carried - Unanimously

Finance Officer Wilson gave the first reading of Ordinance 1333 by title only.

Moved by Councilor Aaron Burris, seconded by Councilor Adam Schwend

Councilor Burris moved to have the second reading of Ordinance 1333 by title only.

Vote: 6 - 0 Carried - Unanimously

Finance Officer Wilson gave the second reading of Ordinance 1333 by title only.

Moved by Councilor Adam Schwend, seconded by Councilor Doug Henson

Councilor Schwend moved to adopt Ordinance 1333.

Finance Officer Wilson conducted a roll call vote:

Results of the Roll Call Vote

Councilor Rios--Aye	Councilor Burris--Aye
Councilor Hopkins--Aye	Councilor Sandusky--Aye
Councilor Schwend--Aye	Councilor Henson--Aye

Vote: 6 - 0 Carried - Unanimously

3. **Ordinance 1334--An Ordinance Amending the Code of the City of Tillamook Sewer Regulations, Title V, Chapter 52--City Manager Wyntergreen** noted this is an enforcement recommendation from the Public Works Committee and has been worked on by Public Works and the Police Chief.

Moved by Councilor Aaron Burris, seconded by Councilor Doug Henson

Councilor Burris moved to have the first reading of Ordinance 1334 by title only.

Vote: 6 - 0 Carried - Unanimously

MONTHLY REPORTS

1. **Finance Officer--Finance Officer Wilson** reported that the payroll numbers will be available for the next report. She reported on the tax receipts for marijuana and TRT. The CIS Conference is next week, and later in March there is a Finance Officer's Association meeting. Financial Consulting Services (FCS) is working on a study for the water district consolidation, is also working on the SDC numbers that may need to be updated. The curbside commingled recycling grant program has been closed out. All of the paperwork for the grant funding to upgrade the charging station has been submitted.
2. **City Recorder**--No report was available as the City Recorder was out due to illness.
3. **Mayor--Mayor Weber** reported that Charity Drive is in full swing--the winners will be announced tomorrow. The Counter is a cleaner place because of all the scrap metal that was collected. She attended the elected officer's meeting with Senator Merkley in Rockaway. This is the month for town hall meetings. She attended several committee meetings, Urban Renewal, and the EDC meeting. She also attended the County Commission meetings, and there will be a second public hearing tomorrow for the formation of the Mid-County Parks and Recreation District. If you are interested in being on District board, it is an elected position and you must file to be on the ballot. **Mayor Weber** thanked Chief Wright for his presentation this evening of the evidence room and the drug abuse issue that is prevalent in the area--it was eye opening and frightening.

COMMITTEE REPORTS AND SCHEDULING

1. **Beautification Committee--Councilor Henson** reported that the Beautification Committee will continue to look for other sources of funding for the Heritage Recreation Area. He encouraged the Council to let him know if there are any Beautification concerns for the City.
2. **Tillamook Urban Renewal Agency--Councilor Schwend** reported on TURA business. Doug and Abby Hoffert presented a plan for their goal to purchase the entire building they operate in. The Chamber asked for an extension for the funding for their roof project. TURA discussed waiting for planning approval before grant funding--Paul will bring a plan to the Board to discuss it further. **Wyntergreen** noted that TURA extended the deadline for the sidewalk projects to October 15th.
3. **Public Works Committee--Councilor Rios** reported the committee discussed parking concerns and remedies with painted curbs, the reorganization of the parking lot on Ivy Avenue, Meadow and Cypress sidewalks were discussed and a revision to add sidewalks on both sides of Meadow, and a rate revision for extra strength sewer charges (looking at a decrease in the current rate).

COUNCIL CONCERNS – Non-Agenda Items

Councilor Rios commended staff for their great work on the audit.

Councilor Hopkins announced that April 18th, 19th, 20th there will be an early childhood screening fair--anyone can go to the fair and receive services. Specialty doctors are available for screening of children 2-6 years old. Call 503-815-2292 to make an appointment. To volunteer, call 503-842-8423.

Councilor Burris announced a county-wide recruitment for volunteer fire fighters. Go to your local fire department to find out more information if you are interested.

Councilor Henson noted a recent conversation with a local business owner (Steve Kershaw) and sidewalk replacement projects downtown. Kershaw noted an idea for any sidewalk changes on 2nd Street to take into account a narrower sidewalk and allow for a wider travel path. **Wyntergreen** stated this will go to TURA as it was a TURA funded project initially. **Henson** noted that anyone who wants to be on the board for the Parks and Recreation District needs to register for the election at the County Clerk's office. He also asked about additional TURA sidewalk projects.

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 Burris moved to pay the bills approved by the Committee. Councilor Sandusky seconded. Motion carried six-to-zero (6-0) by the following roll call vote:**

Councilor Rios--Aye	Councilor Burris--Aye
Councilor Hopkins--Aye	Councilor Sandusky--Aye
Councilor Schwend--Aye	Councilor Henson--Aye

Bills were paid in the following total amounts:

Batch Type	Date	Check Range	Amount Paid
AP Batch	2/20/18	39866 - 39911	\$74,732.77
Special Batch	2/9/18	39864 - 39865	\$ 63.00

ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the Tillamook City Council Regular Meeting at 8:49 p.m.

Minutes approved by:

Attest:

Suzanne Weber, Mayor

Date

Abigail Donowho, City Recorder

Date