

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING

Monday, February 2, 2004

Page 1

FILED

11:15am  
MAR 02 2004  
SDW

1 COMMISSIONERS PRESENT: Paul A. Hanneman, Chairperson  
2 Charles J. Hurliman, Vice Chairperson  
3 Tim Josi, Commissioner  
4

5 STAFF PRESENT: Mary Wujcik, Board Assistant  
6

7 STAFF PRESENT FOR PORTIONS OF MEETING: Steve Weld, Veterans Service Officer; Sara  
8 Charlton, Library Director; Bill Campbell, Community Development Director; Lynne Krueger,  
9 Senior Planner/Union President; Lois Muehlbauer, Human Resource Generalist; Marlene Putman,  
10 Commission on Children & Families Director  
11

12 GUESTS: Thomas O'Dea, AFSCME Union Staff; John Gettman; Jon & Beth Cummings; Bob  
13 Rees; Jud Randall; Harry Hewitt; Ron Steiger; Wes & Suzan Greenwood; Dan Dickerson, Attorney  
14

15 CALL TO ORDER: By Chair Hanneman at 9:08 a.m. in the Commissioners' Meeting Room.  
16

17 ITEM NO. 1: PUBLIC COMMENTS - NON-AGENDA ITEMS: There were no public  
18 comments.  
19

20 ITEM NO. 2: VETERANS SERVICES OFFICER UPDATE: Mr. Weld distributed the statistics  
21 of the program. There were 1116 veterans loans in the County; \$3,285,253 had been brought into  
22 the County by veterans. He had seven pending Congressional inquiries.  
23

24 Commissioner Josi asked what type of outreach Mr. Weld did so that veterans were aware of the  
25 program. Mr. Weld said he had a portable office in the back of his car, so that he would be able to  
26 help anyone at anytime. He goes to nursing homes, works with State and County officials, goes to  
27 VFWs and American Legions.  
28

29 Commissioner Josi asked for clarification on new claims and reopened claims. Mr. Weld said if a  
30 veteran already had a claim and their disability grew worse, they could reopen his file.  
31

32 Commissioner Hurliman said he would get the name of a new contact person for Mr. Weld at the  
33 new Senior Services agency.  
34

35 ITEM NO. 3: LIBRARY UPDATE AND DISCUSSION REGARDING MEYER MEMORIAL  
36 TRUST GRANT: Ms. Charlton talked about the Meyer Memorial Trust Grant, which required a  
37 C(9) corporation, and she explained the difference between a 501C(3) corporation and a C(9). She  
38 asked for permission to run the grant through the County rather than through the Foundation.  
39

40 There was a consensus to have the Chair sign the grant application.  
41

42 The Chair said he was pleased to approve any new source of revenue for the new building.  
43

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, February 2, 2004**  
**Page 2**

1 Ms. Charlton said the Ford Foundation application would be sent in that day. They were having a  
2 fund raiser at the Library the following week. The public could buy a chair or a bench and have a  
3 plaque installed on it. The architect, Richard Turi, would be meeting at PUD on the 5th to talk  
4 about wiring; he would also be at the City Planning Commission meeting.

5  
6 Ms. Charlton said the Coastal Resource Network's System Analyst had resigned to take a job in  
7 Washington. She would be filling in those duties until the Network hired a new person.

8  
9 **ITEM NO. 4: MISCELLANEOUS PERSONNEL MATTERS & INFORMATION SERVICES**

10 **UPDATE:** This item was canceled.

11  
12 **ITEM NO. 5: COMMUNITY DEVELOPMENT UPDATE:** Mr. Campbell distributed the weekly  
13 inspection report. He noted they were close to finishing the Huessy and Alm inspection. There was  
14 the possibility of a settlement between the Oregon Department of Forestry and the Huessys.  
15 Commissioner Hurliman asked about the concrete pillars on the Huessy driveway. Mr. Campbell  
16 said they were part of the negotiations. He had told ODF that the pillars were constructed without  
17 a permit.

18  
19 Mr. Campbell noted that there were no "stop work" orders currently.

20  
21 Mr. Campbell said he had prepared an item for the Board's column on the Land Conservation &  
22 Development Commission's meeting, which maintained the change in the Goal as mandatory, which  
23 was consistent with the Board's wishes. They were directed to finish it by June 30. It would be a  
24 Measure 56 hearing requirement. Sanctions were unlikely unless the ordinance was not completed  
25 by the deadline.

26  
27 Mr. Campbell said Mr. Lynch had been in contact with them about the fill done in the Pacific City  
28 area by the Wallaces. A joint meeting with Public Works was planned in an effort to resolve the  
29 situation.

30  
31 Mr. Campbell said the Transportation Systems Planning meetings had been scheduled.  
32 Commissioner Hurliman thanked him for moving that along and handling complaints.

33  
34 **ITEM NO. 6: PUBLIC WORKS UPDATE:** Mr. Suko reported on the damages from the storm  
35 the previous week. The Cape Meares Road was closed and may be closed for some time. The  
36 accelerated movement of the slide had not stopped.

37  
38 Mr. Suko discussed a possible ceremony to celebrate the reopening of the Blaser Bridge. It was set  
39 for February 23 at 1:30 p.m.

40  
41 Mr. Suko said that on Tuesday and Wednesday he would be involved with the ODOT scoping  
42 meeting. They would be looking at 2006-07 projects, mostly along the Highway 101 corridor. He  
43 noted that Thursday was the Northwest ACT Meeting, and he asked Commissioner Josi if he would

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, February 2, 2004**  
**Page 3**

1 be attending. Commissioner Josi said yes.

2  
3 Commissioner Hurliman asked him to thank the road crews for their work during the storm.

4  
5 **ITEM NO. 8: BOARD CONCERNS - NON-AGENDA ITEMS:** Commissioner Josi asked if Mr.  
6 Gienger and Mr. Boquist would be submitting new applications. Mr. Campbell said they had met  
7 with them two weeks before. They would be reviewing and commenting on the application before  
8 it was officially submitted. He would keep the Board apprized. They may ask for a joint meeting  
9 of all the parties and agencies involved. He referred to an e-mail from Mr. Kuntz.

10  
11 Commissioner Hurliman wanted to make sure that they moved ahead on the Farm/Forest Committee.  
12 He also updated the Board on the snowy plover issue. He said State Parks was recommending the  
13 closure of all the spits to pedestrian and vehicular traffic even though there were no snowy plovers  
14 on the beaches. He was also meeting this week on the fecal coliform monitoring program.

15  
16 The Chair said the storm on Thursday had caused the postponement of the meeting on beach  
17 management. He was still reviewing the 1968-69 beach law. The meeting had not yet been  
18 rescheduled.

19  
20 The Chair recessed the meeting at 9:45 a.m. and reconvened at 10:05 a.m.

21  
22 **ITEM NO. 8: BOARD CONCERNS - NON-AGENDA ITEMS (Continued):** Commissioner  
23 Hurliman had been looking a moving Tillamook County from the WSI to the Oregon Consortium  
24 to do the job training services. He said Multnomah and Tillamook County did not have much in  
25 common in their training goals. He wants the County citizens to have time to look at this and decide.  
26 He would be meeting with the Oregon Consortium Director. Commissioner Josi asked him to  
27 develop a schedule of events and dates. He did not want to see the process rushed.

28  
29 **ITEM NO. 11: CONSIDERATION OF COMMISSIONERS' RESPONSE TO GRIEVANCE**  
30 **FILED BY WESLEY GREENWOOD:** Chair Hanneman said the Board had two choices and two  
31 ways to approach this matter, one of which was in Executive Session and one was in an open  
32 meeting. As this was a personnel matter, he had decided, on the advice of Counsel to not allow  
33 public comment, except by opposing counsel.

34  
35 Counsel Sargent had talked with the Commissioners individually, and it was their thought to deny  
36 the grievance. He drafted a letter for the Board's signature, which he read. He asked the Board to  
37 authorize him to send the letter.

38  
39 Mr. Dickerson said they had no comment at this time.

40  
41 Commissioner Hanneman said that on two different occasions he visited the Personnel Office to  
42 review the file, which was less time than what the Management Team spent on the issue. He was  
43 still uncertain of his position at that time. However, the previous week he had spent over seven hours

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, February 2, 2004**  
**Page 4**

1 reviewing the County Counsel's file, which included everything pertinent to the case. He came to  
2 a conclusion that concurred with Counsel's draft letter.

3  
4 Commissioner Josi said he felt much the same way. He reviewed the testimony of the Management  
5 Team. He said Mr. Greenwood had committed sexual harassment and agreed that the grievance  
6 should be denied.

7  
8 Commissioner Hurliman said he did not see any compelling evidence to overturn the Management  
9 Team's recommendation. He liked Mr. Greenwood's work, but that was not in the venue of the  
10 grievance.

11  
12 Commissioner Josi moved to instruct County Counsel to sign and send the letter as written to Mr.  
13 Dickerson, Chair Hanneman seconded.

14  
15 Chair Hanneman said he did not find problems with Mr. Greenwood's work performance. He asked  
16 each of the Counsels if they had comments. Neither attorney did.

17  
18 Motion passed with three aye votes.

19  
20 **ITEM NO. 7: MANAGEMENT ANALYST UPDATE:** This item was canceled.

21  
22 **ITEM NO. 9: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA**  
23 **REVIEW/SUGGESTION BOX/INTER-OFFICE MATTERS:** Ms. Wujcik presented the  
24 applications for the various vacancies on advisory committees. There was a consensus to ask the  
25 Library Board for a recommendation, and to continue advertising for more applicants for the Road  
26 Advisory Committee. Interviews for the Budget Committee and the Planning Commission were  
27 tentatively scheduled for Wednesday, February 25, pending Chair Hanneman's schedule.

28  
29 The Board discussed the request from Commissioner Patrick in Clatsop County and suggested a  
30 letter be sent supporting him and Commissioner Thompson.

31  
32 Mr. Campbell said there was a possible conflict for the February 25 interviews.

33  
34 **ITEM NO. 10: PUBLIC COMMENT:** Mr. Boquist distributed copies of letters of support from  
35 the Creamery and the Farm Bureau. He spoke about gravel removal on the lower Kilchis River. He  
36 had submitted the application to Mr. Campbell for review and was asking for a letter or statement  
37 of support from the Commissioners.

38  
39 Commissioner Josi did not feel that would be appropriate. He said, however, that they had talked  
40 to Mr. Campbell earlier and asked him to keep them apprized of the progress on the application. It  
41 was not appropriate for them to direct an outcome, but they would ask that the process be expedited.

42  
43 Mr. Campbell said it was an administrative review process, which could be appealed to the Planning

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, February 2, 2004**  
**Page 5**

1 Commission and ultimately to the Board. The Commissioners would be the hearings board in any  
2 such appeal process. He would agree with Commissioner Josi. He thought it would be appropriate  
3 to convene a meeting between the various agencies.  
4

5 Commissioner Hurliman would like to know the time line on the approval process. Mr. Campbell  
6 said the development of the application would take 40-45 days but they had 90-day to do that. They  
7 would be coming back to the applicant by the end of the week or the first of the following week.  
8

9 Mr. Boquist said they had a good meeting with Mr. Campbell and Ms. Phipps. Chair Hanneman  
10 asked if it would be all right for the Board to indicate their interest in seeing the matter resolved. Mr.  
11 Campbell said that would be appropriate.  
12

13 Chair Hanneman said there was a consensus to see the Federal, state and county agencies work  
14 together to resolve issues such as this.  
15

16 **Commission on Children & Families (CCF) Update:** Ms. Putman updated the Board on the local  
17 Healthy Families program and the search for a new fiscal agent. The CARE Board agreed to do this.  
18 Pending discussion, it looked like that would be the direction they would go. The Hospital would  
19 let the equipment go with the program. She hoped to have the contract to the Board in a couple of  
20 weeks.  
21

22 Commissioner Hurliman thanked her for her hard work on this.  
23

24 **Questions Regarding Mr. Greenwood's termination:** Mr. Cummings said he wanted clarification  
25 on Mr. Greenwood's grievance.  
26

27 Chair Hanneman said it was a difficult situation because it was a personnel issue with litigation  
28 possible. Mr. Cummings asked if all the information was available to the public. The Chair said no.  
29 Mr. Cummings asked about the article in the paper. The Chair said the items were confidential  
30 personnel correspondence.  
31

32 Commissioner Josi explained the process of how it became a matter of public interest and why  
33 certain things were released. Chair Hanneman said he would ask Mr. Schwinck and Counsel Sargent  
34 how much of the information Mr. Greenwood had.  
35

36 Commissioner Josi said they were elected to represent the people of the County, but also as the  
37 managers of the Courthouse. They had no choice but to act as they did. All their advisors, County  
38 Counsel, the labor attorney and Personnel gave them the same advice. For them to go against that  
39 advice would open the County up to legal action.  
40

41 Chair Hanneman explained the differences between home rule and direct rule; Tillamook County  
42 was direct rule, so the Commissioners were the administrators. In that capacity, they had access to  
43 those files. Mr. Campbell was Mr. Greenwood's immediate supervisor and they supervised Mr.  
44 Campbell.

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, February 2, 2004**  
**Page 6**

1 Commissioner Hurliman asked for more clarification on what the Cummings wanted.

2  
3 Commissioner Josi said that it was not only the County's liability but they could be personally liable  
4 if they went against legal advice.

5  
6 Mr. Hewitt commented on his support of Mr. Greenwood. He said he had not heard the term sexual  
7 harassment. He said his experience with Mr. Greenwood had been good, but he realized the Board  
8 was in a bind.

9  
10 Commissioner Josi quoted from the termination letter, which had been furnished to the paper, and  
11 noted that it had been difficult for them. Commissioner Hurliman said he had been responsible for  
12 Mr. Greenwood's return to the County several years previously, and this had been a nightmare for  
13 all of them.

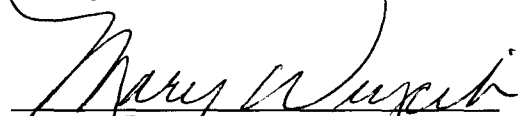
14  
15 Commissioner Hanneman discussed the letter from Mr. Hewitt and his fellow church members. He  
16 said that his response to their letter was all he could do at that time. He shared the difficulty of this  
17 with the other two Commissioners.

18  
19 Mr. Hewitt thanked the Board for the open meeting and for discussing the matter.

20  
21 Chair Hanneman adjourned the meeting at 11:20 a.m.

22  
23 **RESPECTFULLY** submitted this 25 day of Feb, 2003.

24  
25 County Clerk: Tassi O'Neil

26  
27   
28 \_\_\_\_\_  
29 Mary Wujcik, Recording Secretary  
30 & Special Deputy

31  
32 **APPROVED BY:**

33  
34   
35 \_\_\_\_\_  
36 Chairperson

37   
38 \_\_\_\_\_  
Vice Chairperson

  
\_\_\_\_\_  
Commissioner





**CALL TO ORDER – February 2, 2004**

1. **9:00 a.m.** Public Comments – Non-Agenda Items – **REQUEST TO SIGN GUEST LIST**
2. Veterans Services Officer Update/Steve Weld
3. Library Update and Discussion Regarding Meyer Memorial Trust Grant/Sara Charlton
4. Miscellaneous Personnel Matters & Information Services Update/Craig Schwinck
5. Community Development Update/Bill Campbell
6. Public Works Update/Aaron Suko
7. Management Analyst Update/Paul Levesque
8. Board Concerns
9. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters
10. Non Agenda Items - Public Comment
11. Consideration of Commissioners' Response to Grievance Filed by Wesley Greenwood

**ADJOURNMENT**

On **February 18, 2004**, the Commissioners will be holding their weekly Board Meeting in north County. The meeting will begin at **6:30 p.m.** at the North County Recreation District, 36155 9<sup>th</sup> Street in Nehalem.



ATTENTION: MARY (3 PAGES)

**Sam Myrna**

---

**To:** OPAC Counties  
**Subject:** AOC recommended commissioners for OPAC

Goodday Mates:

Just before Christmas I called around to find out which commissioners were interested in serving on OPAC and got five names. Those five names were submitted and the Governor's Office has asked that we winnow the list down to two recommendations.

The following five commissioners who were recommended or volunteered to be on the committee are:

Lincoln Co. Terry Thompson

Clatsop Co. Sam Patrick

Clatsop Co. Lylla Gaebel

Clatsop Co. Richard Lee

Clatsop Co. Helen Westbrook

Please select two and e-mail those names to me by the end of the week.

Thanks Sam



## FY06-09 Scoping Schedule February 2004

Tuesday February 3, 2004

Meet at ODOT Tillamook Maintenance at 9am  
9:00 – 9:30 Review projects to be scoped.  
9:30 – 10:00 Take bus to Farmer Ck Rd  
10:00 – 11:00 Scope Farmer ck Road and Bridge  
11:00 – 12:30 Scope South Tillamook to Brooten & (12 Street to Green Timber Rd)  
12:30 – 1:30 Lunch  
1:30 – 2:30 Scope US101@1st Street signal replacement  
2:30 – 3:30 Go back to Tillamook Maint. And complete scoping forms

Wednesday February 4, 2004

Meet at ODOT Tillamook Maintenance at 8am  
8:00 – 8:30 Review projects to be scoped.  
8:30 – 9:00 take Bus to Three Graces (Bay City)  
9:00 – 10:00 scope Three Graces Improvements (Mod. Project)  
10:00 – 12:00 Travel to and scope Nedonna Beach to Barview Passing lanes  
12:00 – 1:00 Lunch  
1:00 – 2:00 travel back to Tillamook Maint.  
2:00 -2:30 complete scoping packets  
2:30 – 4:00 Drive to Astoria

Thursday February 5, 2004

Meet at Astoria office at 8am  
8:00 – 8:30 Review project to be scoped  
8:30 – 9:00 travel to US101 @ Glenwood Village  
9:00 – 10:00 Scope Glenwood Village  
10:00 - 11:00 Scope Perkins Road  
11:30 – 12: 30 Lunch  
12:30 – 2:30 Scope US30 Tripp Road to Old Hwy 30  
2:30 – 3:00 complete scoping packets  
3:00 End of Scoping

NWACT  
Region 2 FY06-09 Mod Projects

Project Description	Route	Milepost Limits	Justification and Remarks
South Tillamook to Broomfield Passing Lanes	US101	73.00 - 75.10	Project is identified in Tillamook County's draft TSP (SRD-23), and has been on NWACT's mod list in previous STIP cycles. This portion of US101 is a 1930's vintage alignment with substandard geometrics, challenging terrain and environmental issues. Current passing opportunities in south Tillamook County are extremely limited, often causing driver frustration and unsafe passing behaviors, which can negatively influence the experience of visitors to the area.
Nedonna Beach to Barview Passing Lanes	US101	52.00 - 53.79	Project is identified as "Twin Rocks to Barview" in Tillamook County's draft TSP (SRD-21). The width of US101 in this area is constrained by both railroad right of way and terrain.
Three Graces Improvements	US101	54.30 - 54.23	Project identified in Tillamook County's draft TSP. Modernization project needed to improve parking and visitor safety at a popular tidepool viewing area on US101. This project would complement the construction of a pedestrian overpass.
US101: 12th Street - Green Timber Road	US101	66.40 - 76.00	Preservation Projects
District 1 Signal upgrades	US101	3.80 - 97.47	Signal replacements in Tillamook - All 3 signal SB on 101 (Main st); Signal upgrade at 101 @ Neptune in Warrenton

Feb 2, 2004 Staff Agenda  
Library Update

MEYER MEMORIAL TRUST

1515 S.W. Fifth Avenue, Suite 500  
Portland, Oregon 97201-5450  
www.mmt.org

FILE COPY

PH

JAN 2004  
RECEIVED  
Tillamook County  
Board of  
Commissioners

GENERAL PURPOSE GRANTS APPLICATION COVER SHEET

This sheet must be completely filled in; reference to other materials is not adequate. Information may be handwritten.

Organization Tillamook County Library Federal ID # 936002312 Founding Year 1947

Business Address 210 Ivy Ave.

Mailing Address (if different) \_\_\_\_\_

City Tillamook State Oregon Zip 97141 County Tillamook

Organization Phone 503-842-4792 Fax 503-842-1120 Internet Address (URL): tillabookmainfoc.crsn.

Chief Executive Officer Paul Hanneman County Commissioner Phone 503-842-3403 E-mail Phannema@co.tillamook.or.us

Project Contact Person Sara Charlton Phone 503-842-4792 E-mail scharlton@mail.crsn.or.us

Project Contact Person Title Library Director

INFORMATION ABOUT PROJECT FOR WHICH FUNDS ARE REQUESTED

Description of project Replacing the current library that was a 1949 car dealership with a new facility that will have room for books, nonprint, patron seating, computers, and meeting rooms.

Specifically, how will Meyer Memorial Trust funds be used Funds will be used to purchase furniture for the building. Bookshelves, tables and chairs for patrons, computer tables.

Total project cost \$4,878,500 (\$599,046 private fund raising campaign) Amount requested from Trust \$150,000.

Amount and sources of contributions/pledges for project to date Bond levy 9/2003-\$3.7 million  
Direct appropriations-\$129,545; Gates Foundation\$59,000;  
other gifts to the Tillamook County Library Foundation \$99,737.59

Other funding sources from which support is requested will be Ford Family Foundation; Oregon Community Foundation; Spirit Mountain Community Fund; Collins Foundation; other Tillamook Community Fundraising

Project period 20 (number of months) beginning December 2003

Geographic area to be served by project Tillamook County 1,125 sq. miles

Population (number and groups) to be served by project 24,613

GENERAL PURPOSE GRANT APPLICATION COVER SHEET (page 2)

This sheet must be completely filled in; reference to other materials is not adequate. Information may be handwritten.

INFORMATION ABOUT APPLICANT ORGANIZATION

Purpose of organization Tillamook County Library serves the entire county with the main library; 5 branches and the bookmobile. The Library also serves as headquarters for the Coastal Resource Sharing Network which is the library network for Lincoln and Tillamook counties. The Library works closely with the Tillamook County Library Foundation which is a 501(c)(3) organization which accepts gifts, grants, and bequests for major projects for teh library.  
Current tax-exempt status (If exempt under another organization, include evidence from IRS of that exemption and the relationship between the exempt organization and the applicant organization.)

- 501(c)(3) and 509(a) (if preliminary, date advance ruling ends \_\_\_\_\_)
- Government entity (explain and include documentation) The Library is a County Department.
- Public school \_\_\_\_\_
- Other (explain and include documentation) \_\_\_\_\_

Organization financial information (do not include in-kind contributions.) Ending date of fiscal year 6/30/2003

Budget for current fiscal year: Income \$2,077,361 Expenditures \$1,798,326.

Major sources of support (and amounts) already committed:

Tillamook County Library is supported by a operating levy.

Tillamook County Library Foundation has current assets of \$99,737.43

Major sources of support (and amounts) expected:

Private fundraising goal is \$599,046-\$99,737 raised to date. \$440,309.remaining amount.

Regional and National Foundation goal is \$350,000. \$90,000 from local Community.

Financial summary for last fiscal year: Income \$1,835,800. Expenditures \$1,528,851.

Major sources of support (and amounts): \_\_\_\_\_

Financial summaries for the two fiscal years prior to last year: Income \$1,902,160 Expenditures \$1,240,300 (yr 01-02)  
Income \$1,678,137 Expenditures \$1,168,751 (yr 00-01)

If a grant is awarded, what is the organization name to which checks should be paid, if different from above?  
\_\_\_\_\_

I certify that the above information is correct and that the governing board of this organization has approved submitting this grant application to the Meyer Memorial Trust.

Signature of Chief Executive Officer: Name \_\_\_\_\_  
Title County Commissioner  
Date \_\_\_\_\_

Send application materials to: **General Purpose Grants**  
**Meyer Memorial Trust**  
1515 S.W. Fifth Avenue, Suite 500  
Portland, OR 97201-5450

## **II. Narrative proposal:**

### **A. About the applicant organization:**

Organizational description. *The Tillamook County Library System* operates the Main Library in downtown Tillamook along with branches in Bay City, Garibaldi, Pacific City, Rockaway Beach, and Manzanita and a Bookmobile (the third most active branch) that serves the rugged rural areas of our 1,100-square-mile county. The Main Library provides staffing, collections and infrastructure to all branches. It is the central hub for the Coastal Resource Sharing Network (CRSN), a networked system that connects all libraries in Tillamook and Lincoln Counties and promotes sharing of resources among them.

*The Tillamook County Library Foundation* (TCLF), a 501(c)(3) all volunteer organization, was formed in 1988 to create the margin of excellence for our public library system. We do this by soliciting and accepting gifts, grants, and bequests for major projects that require funding above and beyond the capital bond project and the operating levy. The Foundation is currently updating its IRS status to 501(c)(3), 509(a) organization.

### **B. About the project:**

#### **1. The need for the project:**

Since 1963, the Main Library has been located in its present building, a converted car dealership built in 1949. After 40 years, the building is simply too small to meet our community's needs. The building was designed to house collections of 57,000 items, it now holds over 97,000. We have almost 500 visitors each day, but there is seating for only 34. More than ten percent of the collection is housed in an inaccessible stacks area on a crumbling balcony. There is not enough room for the children's area and there is no room to hold special programs. The space for public computers is insufficient to meet demand. Space is inadequate for staff to acquire and process the materials needed by the Main Library, the five branches, and the Bookmobile.

#### **2. Describe the project, including its goals and specific objectives:**

The goal of the project is to build, equip, and furnish a new Main Library building of 30,000 square feet to replace the current building of 10,000 square feet. The new facility will provide additional space for materials, computers, patrons, and staff. The new library will meet current and future needs including quiet reading and study areas and expanded space for meeting and tutoring rooms.

Specific objectives:

- Currently the Library has seating for only 34 people. The new facility will have room for 100, plus meetings room that will seat a total of 200 people.
- Books, videos and other library materials will be housed together on one floor. Patrons will not have to ask for items in storage (currently ten percent of our collection is unavailable to the public).

- The Children's Room will have a story time area and a puppet stage for children to enjoy.
- The computer area will have 20 computers available to the public, up from the six computers the public can use now. Besides Internet, there will be other programs such as word processing. The children's room will have computers available to children away from the adult area.
- Tables will be wired with electrical outlets for laptop computers, a feature which is not available now due to space and wiring limitations.
- As long requested, study rooms will be included in the new building and outfitted for students and groups to use.
- Staff areas will be expanded and arranged to avoid congestion and promote efficiency. (Currently a staff member steps over boxes or turns sideways to walk through the staff workroom due to lack of space.)
- The Bookmobile will be parked next to the Extension Services area for easy loading and unloading. Extension Services will have room to house the extra library materials needed for the five branches and the Bookmobile.
- Other specific objectives include providing wall space for art and display cases for showcasing timely displays.

### **3. Description of who will benefit:**

All residents of Tillamook County will benefit from this project. Our new library building will house services to connect our community to the world; it will provide open and user-friendly access for students, adults, seniors, and all other citizens to information technology via the Internet through the Coastal Resource Sharing Network (CRSN) that also serves Lincoln County residents; and it will house a first-rate collection of books, periodicals and other library materials accessible to all.

Additionally, this will be the first new building in downtown Tillamook in over 20 years and already it is having a positive impact. Safeway has decided to build a new superstore adjacent to the new library site.

### **4. Describe how the project will accomplish its goals, including a plan of action and a timetable for implementation:**

**1996.** The Tillamook County Library Board decided in 1996 to set the goal: to build, equip, and furnish a new Main Library. Immediately the Library Foundation began holding fundraisers to raise money and to educate the public about the need for a new Main Library.

**1999.** The opportunity arose to purchase (with library reserve funds) the old Copeland's Lumber property behind the current Main Library. The site purchase will be completed in 2004.

**2000-2003.** Plans for the new building were completed by Architect Richard Turi and displayed throughout the County for 3 years. The Library Foundation hired Metropolitan Group to help create and implement our fundraising strategy.



**2003.** A federal appropriation of \$69,454 through Senator Gordon Smith's office was granted in February. A building bond was passed by Tillamook County voters in September. An additional federal appropriation of \$60,000 was obtained for the Library project in November. Architect Turi met with the Library Board in November to begin the actual building process. Major gift fundraising begins.

**2004.** Demolition of the old building on the Copeland property is planned in early 2004. Groundbreaking will follow in late spring. Broad based community fundraising continues

**2004-2005.** Under Architect Turi's direction, the new building will be completed. Furnishings and equipment will be purchased and installed in the new building.

**2005.** Our goal is to open the new Main Library in September 2005.

**5. Describe how the project's effectiveness will be determined:**

Effectiveness of the project to build the new Main Library will be determined by timely completion, furnishing, and equipping of the new Main Library building and by increases in the use of library services that result.

The Tillamook County Library System opened three new branches and the Bookmobile service in the last 15 years. Each new branch and the Bookmobile had a circulation increase of 100 to 200 percent the first year. The Library Foundation, Library Board and Library Staff are positive the same results will occur at the new Main Library. More people will be able to enjoy and use the Library's many services.

**6. Describe the qualifications and experience of people involved in implementing the project:**

Sara Charlton, Library Director, Tillamook County Library.

- Library Director in libraries for 20 years.
- Oregon Library Association Librarian of the Year 1995
- Oregon Library Association President 1998-99
- President of the Coastal Resource Sharing Network (library network of Tillamook and Lincoln counties)

Richard Turi, Architect, North Bend, Oregon.

- Has designed 24 libraries in Oregon, 12 are completed.
- Libraries: North Bend, Coos Bay, Florence, Silver Falls, LaPine

Tillamook County Library Foundation.

- Fifteen-member Board formed in 1988 solicits and accepts funds for this project.
- Supported by Metropolitan Group, who has helped numerous libraries in Oregon and around the country raise capital funds

Tillamook County Library Board.

- This seven-member board oversees the operation of the County Library System and the building project.

Karen Dye, Tillamook County Treasurer

- Prepared the bond sales for the project, and oversees the bond money and the federal appropriations.

### **III. Budget Information:**

**1. Include a detailed project budget including how the major elements are estimated. If appropriate, show how this project budget fits within the context of the entire organizational budget for the period of the proposed grant, if the project is already operating, include the current project budget.**

#### **Tillamook County New Library Budget**

*Expenses (See attachment for cost breakdowns.)*

Site Acquisition	\$450,000
Off-Site Development	\$35,400
On-Site Development	\$299,100
Building Construction	\$2,850,000
Furnishings/Signage	\$360,000
Data Wiring/Hubs/etc.	\$60,000
Computers	\$59,000
Permits, Fees, Testing, etc.	\$401,000
Project Contingency @ 5%	\$200,000
Financing Costs @2%	\$84,000

Branch Campaign	\$30,000
Fundraising Expenses	<u>\$50,000</u>
<b>Total Expenses</b>	<b>\$4,878,500</b>

1. \$5,000 per branch and for the Bookmobile for specific branch library needs

## Revenue Public Funds

Bond Measure	\$3,700,000
Library funds to purchase site	\$450,000
Federal appropriations	\$129,454
<b>Total Public Funds</b>	<b>\$4,279,454</b>

## PRIVATE FUNDRAISING GOAL

**\$599,046**

*Private Funds*

Bill & Melinda Gates Fndn.	\$59,000
Foundation Fundraising	<u>\$99,737</u>
<b>Total Raised to Date</b>	<b>\$158,737</b>
<b>BALANCE</b>	<b>\$440,309</b>

**1. Describe other possible sources of support that have been or will be solicited for the project, including a statement of funds that have been received or pledged.**

### Funds that have been committed:

Bond levy approved by voters September 16, 2003	\$3,700,000
Congressional appropriations in 2003 total	\$129,454

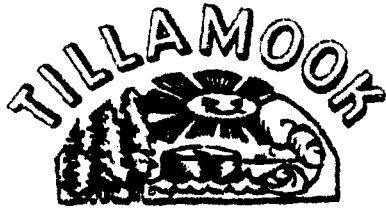
Library Foundation total	\$158,737
Cash and stocks	\$98,997
Computers and software (Gates Found.)	\$59,000
New Library Site (Copeland's Lumber)	\$450,000
purchased from reserve funds, \$37,762.83 last payment in 2004	

**Funds that have been or will be solicited:**

Private donations and pledges	\$51,049
The Meyer Memorial Trust	\$150,000
The Ford Family Foundation	\$150,000
The Oregon Community Foundation	\$50,000
Spirit Mountain Community Fund	\$50,000
Collins Foundation	\$50,000

**2. Explain how the project could be sustained, if appropriate, after the period for which the support has been requested.**

The new Main Library will be owned by the County as part of the Tillamook County Library System, which includes the Main Library, five branches, and the Bookmobile. Operation of the System has been funded by an operating levy for the last twenty years. Our next three-year levy will be before the voters again in 2004. Additionally the Library Foundation and the individual Friends of the Branch Library groups will continue to raise money for collections, programming, technology and capital needs.



## Tillamook County Farm Bureau

*Land of Cheese,  
Trees and Ocean Breeze*

January 30, 2004

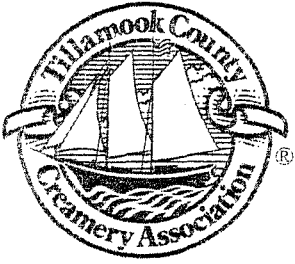
TBHE Improvement District  
Tillamook,  
Oregon 97141

The Tillamook County Farm Bureau supports the removal of  
River gravel on the lower Kilchis River in Tillamook County.

Tillamook County Farm Bureau

A handwritten signature in cursive script that reads "Richard Obrist".

Richard Obrist, President  
7615 Trask River Road  
Tillamook, OR 97141



# TILLAMOOK COUNTY CREAMERY ASSOCIATION

*Producers of genuine "TILLAMOOK® CHEESE"*

[www.tillamookcheese.com](http://www.tillamookcheese.com)

January 30, 2004

The Honorable Ron Wyden  
United States Senate  
Washington, DC 20510

Dear Senator Wyden:

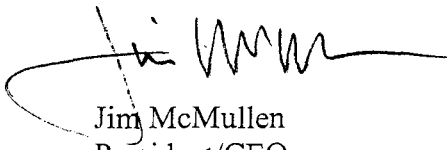
One of the primary reasons that the Tillamook County Creamery Association exists is to protect the families, livestock and farms of our member producers. For the past ninety-five years, our cooperative of family dairy farmers has worked together to protect our farms our community and our industry. Unfortunately, some of the problems we face are beyond our ability to resolve without the active support of the federal government. Flooding in agricultural lowlands is such an issue.

Flooding in the agricultural lowlands of Tillamook County is a historic problem exacerbated by the current collision of environmental and agricultural concerns. Many of our dairy farmers in the agricultural lowland feel that their farms and family are more at risk to flooding now than ever before. This anxiety is personified by farmers on the lowest reaches of the Kilchis River.

Three of our member diaries on the Kilchis River are experiencing unprecedented flooding linked to significant changes in the drainage of the Kilchis River. A solution to this problem has proven to be beyond the grasp of the diary farmers and the community.

I am heartened by your commitment to help Bub Boquist and the Tillamook Bay Habitat and Estuary Improvement District address this issue and minimize the impact of flooding in the agricultural lowlands along the Kilchis River. On behalf of the dairy industry and the Tillamook County Creamery Association, I encourage your continued efforts to help our community find a remedy to the problem of catastrophic flooding in agricultural lowlands.

Sincerely,



Jim McMullen  
President/CEO