

# Pacific City/Woods Citizen Advisory Committee (PC/W CAC)

Minutes of the PC/W CAC Meeting on January 18, 2016 at 6:30 pm  
Kiawanda Community Center, 34600 Cape Kiwanda Drive  
Pacific City, Oregon

**FINAL VERSION -- APPROVED 02-20-2016**

The meeting was called to order at 6:30 pm.

1. **Self-introductions – Anne Price – Chair** – Twenty-nine people attended the meeting and introduced themselves. Officers present included Anne Price – Chair; Ilean Rouse – Past-Chair; Sean Carlton - Chair-elect; David Yamamoto – Treasurer; and Bud Miller – Secretary.
2. **Guest Speaker – Andy Long, Tillamook County Sheriff – Enhanced Patrol District for Pacific City/Woods and/or South County** – The Sheriff and Doug Olson recently met with Neskowin residents to discuss their establishing such a district, and they both shared ideas and information on several approaches and funding options. Because of shrinking County budget, the Sheriff's Office has been losing positions, limiting their ability to provide some services. Any effort to set up and Enhanced Patrol District (EPD) must be citizen driven since the property owners will be the ones paying for it. Andy stated that the Sheriff's office is presently staffed just right for the winter months, but behind all summer, and mentioned the increasing demands from more tourists as contributing to that situation. In response to a question he stated that the number of calls has decreased more recently, but many are longer than in the past. The Cape area is one of the high demand problem areas, and beach safety is a high priority for his office. In addition, Andy mentioned that while his office works well with the local State Police on many tasks, unfortunately they are unable to help out much because of their own funding shortages (the beach is under State jurisdiction).  
An EPD would be like any other 'special district' and would require a number of steps. A committee of citizens would have to be formed which would first do an analysis of needs and costs and then petition the County Board of Commissioners, asking them to put formation of the EPD on the ballot. The process could begin with a Chief Petitioner who would be responsible for all costs, but the typical method is for citizens to ask the County to develop ballot language and place the issue before the voters. There was a discussion of what areas might be included. Usually the boundaries of an existing special district are used. For example, when this possibility was on the ballot last time, the School District boundaries were used and the measure was defeated 54 to 46 percent. Under consideration this time is to use the boundary of the water district(s), possibly including Pacific City/Woods, Neskowin, and Tierra del Mar in the EPD. Timing of such a ballot issue was discussed, and since the deadline for getting something ready for a vote in November is 8/15, it was suggested it might be better to aim for a decision in May 2017.  
The Sheriff estimated that two full-time deputies would be needed for Pacific City/Woods, and if Neskowin is included, a third one would be required. Including salary, benefits, equipment and vehicle costs, a figure of approximately \$115,000 per

deputy was projected. He emphasized that the personnel would take their vehicle home for off-shift call-outs, and that they would be required to live in the local area. It was also stated that any such EPD would not decrease current staffing for South County patrols. Once established, such a district would contract with the County for the Sheriff's Office to administer an agreement to carry out the oversight and administration duties. This would be an efficient way to maximize effectiveness of the dollars available.

Funding for an Enhanced Patrol District would be from a property tax applied to ownerships within the established boundaries. While this can be done with either a serial levy (renew every few years), the Sheriff pointed out the advantage of a permanent levy, providing stability of funding and for the deputies that are hired. Once a total cost was determined, a rate per thousand of property value would be calculated. One example if the cost is estimated to be \$230,000, on \$46,000,000 of property value, the assessment would be \$200/\$100,000 of value. Another possible source of funding for some part of an EPD would be from Transient Lodging Tax collections. But that would only be available if the community incorporated and had direct control of such money paid within their boundary. For example, if Pacific City/Woods took such a step, 30 percent of the taxes collected would be available for whatever use the town would designate (after administrative costs are deducted). If some was designated for law enforcement, it could be used to cover a portion of the contract with the Sheriff, or to establish their own police department.

3. **Minutes of the PCW CAC Meeting on December 19, 2015 – Bud Miller – Secretary** – Copies of these notes had been furnished previously to all members. Bud stated he would check one number in Chief Wieland's presentation. After a brief discussion the minutes were accepted as to be corrected by a unanimous voice vote of the members present.
4. **Treasurer's Report – David Yamamoto – Treasurer** - David reported that the current balance for the CAC bank account is \$162.56 after contributions of \$30 and two checks to the Kiawanda Community Center and Coast Bible Church for a total of \$100. He also noted that Anne Price had paid for the P.O. Box rent. The report was accepted by a unanimous voice vote of the members present.
5. **Old Business –**
  - a. **Transient Lodging Tax (TLT) – Doug Olson** – The Tourism Advisory Committee (TAC) met today. The total of collections through the third quarter of 2015 is \$2.3 million, with a prediction of another \$ 300,000 for the fourth quarter. Doug also noted that the State of Oregon is discussing increasing their TLT from one to two percent. A total of \$1.35 million in grant applications was received, and about \$850,000 will be available. There are several in the Pacific City/Woods area, including one for \$300,000 to partially fund expansion of the Kiawanda Community Center and another to the Nestucca Valley Community Alliance for work on the Community Park. After all requests are reviewed by County legal counsel, they will be reviewed and rated by the TAC. Final decisions by the Board of Commissioners on what projects to fund will probably occur in March. Another \$400,000 will be available for the next round of grant

applications in the fall of 2016. In response to a question, it was speculated that there are two reasons why collections are exceeding predicted levels. One is that many more vacation rentals are being identified (went from 200 to 1000 reported, may be as many as another 1000) and put into the collection system, and the other is the very good weather last year has attracted more visitors than in the past.

There was a Board of Commissioners Workshop on January 4, 2016 to discuss changing the procedures for distribution of the 70 percent of the TLT that is used for tourism-related projects. This portion is used for (1) administration and marketing costs; (2) grants for advertising; and (3) facilities grants. Because of some dissatisfaction with the results of the first round of facilities grants, and a general political-based reaction, changes were proposed. During the meeting a somewhat official decision was made by the Commissioners to change the process. The current proposal is that as of July 1, 2016, for the current fiscal year (FY), 38% for marketing ( (1) & (2) ) above will remain under the Economic Development Council (EDC) and existing Tourism Advisory Committee (TAC), and 62% ( (3) above) will be transferred to control of the Board of Commissioners, not going through the EDC or existing TAC. Next FY, the distribution will be 45% for marketing/administration/promotion, and 55% for facility grants will remain with the County. It was speculated that Board of Commissioners will change Ordinance 75 to remove the requirement that distribution of the TLT 70% monies must be through a contracting entity and would probably create second TAC for this portion of the TLT funds. It was further proposed that there would be a special set-aside for the Fair Board each year. During the Workshop, one Commissioner advocated just folding this facilities portion of the TLT money into the County budgeting process. In the CAC meeting, it was stated that since the TLT is a tax, Tillamook County can do whatever they want.

- b. Cape Kiwanda Stakeholders Group – Sean Carlton** – Using TLT funds, the County has hired a contractor to prepare a Master Plan for development of tourism services in the Cape Kiwanda area. There have been several meetings, and the first of three Public Meetings to gather comments will be held on Thursday, February 4, 2016 at the Kiwanda Community Center beginning at 6:30 pm. An attendee of the CAC commented on a meeting of the Community Advisory Committee for this project which was held on January 12. There was a dialogue of the progress on the Plan development and a good discussion of the concerns and suggestions from those at the meeting. He summarized that the principal emphasis of the effort is to “...improve, locate, and develop tourism facilities and infrastructure within the Cape Kiwanda Focus Area...” and the work is progressing well on this objective (a final plan is due in August or September). However, there was concern at the meeting that so little attention was being paid to one of the four sub-objectives, that of “... (b) Minimize and mitigate the adverse effects of visitors within the community;...” For more information on this effort, please check [www.co.tillamook.or.us/gov/Bocc/CapeKiwanda.htm](http://www.co.tillamook.or.us/gov/Bocc/CapeKiwanda.htm) or you may contact Rachel Hagerty of the BOC office at 503-842-3404 or [rhagerty@co.tillamook.or.us](mailto:rhagerty@co.tillamook.or.us). In response to a question, it was noted that if the

TLT grant application for continued work in the Cape area is approved, work on rebuilding of the boat ramp is scheduled to begin on 6/13/16 and completed by 9/2/16.

- c. **Territorial Sea Plan – David Yamamoto** – If anyone is interested in receiving his email updating progress on the appeal of the Plan amendment process, please contact him at [yamamoto.david@gmail.com](mailto:yamamoto.david@gmail.com).

## 6. New Business

- a. **County Parks Advisory Committee Update – Larry Rouse** – Meeting was cancelled, next one in February.
- b. **Roads Advisory Committee Update – Anne Price** – In the last meeting the discussion focused on the efforts and costs of repairing recent storm damage. Much work is still needed, and LuAnn Welch announced that she has already used all of the funding she had budgeted for 2016 projects. It was mentioned that part of the work accomplished was repair of four bridges in five days. In the CAC meeting it was mentioned that the Governor has not yet made an Emergency Declaration, so no federal highway funds are available to cover any of the costs. Anne also announced that Paul Carbaugh the South County representative on the Committee has resigned, and that they are looking for a replacement.

## 7. Committee Reports –

- a. **Lighting Committee – Ilean Rouse** – See ‘c.’ below.
- b. **Land Use Committee (LUC) – David Yamamoto** – The Department of Community Development (DCD) notified us of two Conditional Use (CU) applications for work near but outside our official area of concern. One is repair of Resort Drive near the Hanneman property, comments due by 4:00 pm on 1/27/16; and the other is for construction of Cable Landing Center on Sand Lake Road, comments due by 4:00 pm on 1/26/16. LUC members were contacted and there was a decision not to comment on either CU. A suggestion was made that we acknowledge receipt of the notice from DCD and CAC Chair Anne Price volunteered to do this.
- c. **Community Plan Review – Ilean Rouse** – The Committee was supposed to meet in January with the DCD to discuss the plan and Transportation and Growth Management grant request efforts. She will contact Sarah Absher and set up a date for this.

## 8. For the Good of the Order

- A workshop meeting of the five CAC’s with the Board of Commissioners and Planning Commission will be held on Thursday, February 11, 2016 from 2:00 to 4:00 pm at the Board of Commissioners meeting room in Tillamook. This is a public meeting.
- The first of three public meetings to gather input on the preparation of the Cape Kiwanda Master Plan for Tourism Facilities will be held on Thursday, February 4, 2016 from 6:00 to 8:00 pm at the Kiawanda Community Center. Preparation of the Plan is the first step in encouraging and enhancing tourism in the Cape area.

- We were also reminded that a meeting to discuss the possibility of incorporation of Pacific City/Woods will be held on Tuesday, February 23, 2016 at the Kiawanda Community Center from 6:30 to 8:30 pm. Representatives from Tillamook County and the League of Oregon Cities as well as from Bay City, Manzanita, and maybe Depoe Bay will be present to share information on what steps are required, sources of funding, etc.

The Meeting was adjourned at 7:28 pm.

Please see our website at [www.pacificcitywoodscpac.org](http://www.pacificcitywoodscpac.org) for additional information.

***CAC's provide local citizens an opportunity to interact with their neighbors on local land use and other issues that impact their surrounding environment and are a valuable tool for decision-makers in formulating policies, rules and ordinances for land use and other community issues. This is a public meeting and public comment may be presented.***

For further information contact Anne Price – CAC Chair  
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