

**CALL TO ORDER** The Regular meeting of the Seaside City Council was called to order at 7:00 PM by Mayor Don Larson.

Present: Mayor Don Larson, Council President Don Johnson, Councilor Stubby Lyons, Dana Phillips, Jay Barber, Tita Montero, and Tim Tolan.

Absent: None.

Also Present: Mark Winstanley, City Manager; Neal Wallace, Public Works Director; Bob Gross, Seaside Police Chief; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; Joey Daniels, Seaside Fire Chief; Kevin Cupples, Planning Director; Reita Fackerell, Library Director; Jeremy Ruark, Seaside Signal; and Nancy McCarthy, Daily Astorian.

**AGENDA** Motion to approve the August 27, 2012 agenda; carried unanimously. (Johnson/Lyons)

**COMMENTS – PUBLIC** None

**CONFLICT** Mayor Larson asked whether any Councilor wished to declare a conflict of interest.

No one declared a conflict of interest.

**CONSENT AGENDA** Motion to approve payment of the bills in the amount of \$331,213.41; and August 13, 2012, regular minutes; carried unanimously. (Lyons/Johnson)

**VACANCY – CITY TREE BOARD** Mayor Larson stated there was one vacancy on the City Tree Board with one application received from Craig Sorter. Mayor Larson asked what Council wished to do.

Motion to appoint Craig Sorter on the City Tree Board; carried unanimously. (Phillips/Tolan)

Term expiration for Craig Sorter would be June 30, 2013.

**VACANCY – TRANSPORTATION ADVISORY COMM.** Mayor Larson stated the Transportation Advisory Commission Ordinance was recently changed from seven members to five members. There were five vacancies for the commission and eleven applications received from Dale McDowell, Bill Carpenter, Michael Tucker, Robert Perkel, Tom Dideum, John Dunzer, Tracy MacDonald, Kathleen Teeple, Terry Hartill, Russ Earl, and Ben Olson.

Motion to nominate Dale McDowell, Bill Carpenter, Michael Tucker, Robert Perkel, Tom Dideum, John Dunzer, Tracy MacDonald, Kathleen Teeple, Terry Hartill, Russ Earl, Ben Olson to the Transportation Advisory Commission; carried unanimously. (Tolan, Johnson)

Mayor Larson stated Council would schedule interviews for the eleven applicants and split the interviews and interview six applicants one date and then interview five applicants another date.

Mark Winstanley, City Manager, stated Council might consider scheduling a portion of the interviews prior to the Improvement Commission meeting.

Mayor Larson stated interviews could be scheduled prior to the Improvement Commission meeting and the next City Council meeting. Mayor Larson further stated he would discuss the information with Kim Jordan, Secretary, and schedule the two dates for interviews.

**MOU – MIKE MEYER** Mayor Larson stated this would be the third time Council had considered a Memorandum of Understanding (MOU) with Mike Meyer who was asking for approval to pave the gravel access area at Avenue ‘G’ and the promenade. There were five home owners who had agreed and signed the MOU. Mayor Larson further stated Mr. Meyer was unable to attend the meeting and had asked Leslie Watters who was a property owner that signed the MOU to speak to Council about the request.

Leslie Watters, 781 S. Prom, Seaside, stated he had attended the meeting to answer any questions Council may have.

Councilor Montero stated if a cement driveway was added then it would look like an improvement and what would happen when other people in town decided to park there.

Mr. Watters stated there were four structures on Avenue 'G' and the Promenade and five addresses and he was the fifth address and the fourth house which was where people did the turning around in the driveway. This had been a problem regardless of how the driveway looked and there was also signage at the entrance and there were no parking signs.

Councilor Montero asked if there were other people who did not live in those houses that parked in the driveway now.

Mr. Watters stated not that he had ever noticed.

Councilor Montero stated if people did park in that area what was the reaction.

Mr. Watters stated there was never that particular problem and more of a problem with people parking on the street and blocking the driveway then actually parking in the driveway.

Councilor Tolan asked if Mr. Watters was the only resident that could park a car and leave it in the driveway.

Mr. Watters stated sometimes he parked his car in the driveway and was not sure if the other residents on the MOU used the driveway.

Councilor Montero stated one house would use the driveway as parking and the other houses would use the driveway as loading and unloading.

Mr. Watters stated that was correct.

Councilor Montero stated it was her understanding that several of the properties were vacation rentals.

Mr. Watters stated all the properties were vacation rentals. The MOU would enhance the area visually and make the area look nicer.

Councilor Montero asked if the parking area was used in computing the number of parking spaces for the vacation rentals.

Mr. Watters stated the driveway area was not used for the vacation rentals.

Councilor Montero asked if all five of the homeowners agreed on the arrangements on the pavement and the enhancement of the area.

Mr. Watters stated he was only aware of what was written in the MOU that pertained to him.

Motion to approve the Memorandum of Understanding between property owners Irene Harrowitz, Larry Blakely, Joan Dallas, Leslie Watters, and Mike Meyer to pave the gravel access at Avenue 'G' and the Promenade; carried unanimously. (Barber/Lyons)

**BID RESULTS –  
2012 AIRPORT IMPROV.  
PROJECT**

Neal Wallace, Public Works Director, stated there were three bids received for the 2012 Seaside Airport Improvement Project from David M. Roberts contracting, \$181,827.00; Pacific Timber LLC, \$226,226.00; and Clean Sweep Maintenance, \$232,435.00. The WH Pacific engineer's cost opinion was \$270,515.00. After reviewing all the bid documents it was discovered that David M. Roberts's contracting proposal contained math errors and omissions that rendered the bid non-responsive. Based on the non-responsive bid our consultants at WH Pacific recommended that the project be awarded to Pacific Timber, LLC for the bid amount of \$226,226.00. City Staff and the Federal Aviation Administration (FAA) engineer concur with WH Pacific's recommendation. The improvements to the Airport would consist of phase 2 of the drainage project, tree removal, and Apron repair work.

Councilor Tolan stated was that not interesting that the estimate was \$270,000.00 and the bid was \$226,000.00.

Mr. Wallace stated contractors were used to calculating with the FAA process and the tree removal was highly intimidating and those numbers came way underneath the estimate. The local contractor was competitive and the bid usually came in under the engineers estimate for airport projects.

Motion approving the 2012 Airport Improvement Project bid to Pacific Timber LLC in the amount of \$226,226.00; carried unanimously. (Johnson/Montero)

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, AUTHORIZING PARTICIPATION IN THE FEDERAL AVIATION ADMINISTRATION GRANT PROGRAM FOR THE SEASIDE MUNICIPAL AIRPORT

Mr. Wallace explained the resolution would allow the City to accept the grant money from the FAA for the airport. The amount of the grant was approximately \$404,000.00 and this would fund the airport project with phase 2.

Mayor Larson asked for public comments, there were no public comments.

Mayor Larson asked for Council comments.

Councilor Tolan stated he did not realize there was a match. Would the match of the grant be dollar to dollar?

Mr. Wallace stated the match of the grant was ten percent.

Motion to read Resolution #3779; by title only; carried unanimously. ( Tolan/Phillips)

Motion to adopt Resolution #3779; carried unanimously. (Johnson/Montero)

**DISCUSSION –  
EXPENDITURE  
\$25,000 VISITORS  
BUREAU**

Mr. Winstanley stated there were improvements needed at the Visitors Bureau. The roof would be replaced and the five columns in the front of the building would also be replaced. Staff was seeking Council’s authorization to use the Capital Improvement Fund to fund the Visitors Bureau improvements. Mr. Winstanley further stated the estimation for the work that needed to be done was less than \$25,000.00 but was a requirement of the ordinance that Council must approve any projects where Capital Improvement Funds were being used.

Councilor Lyons stated he had been looking at the roof at the Visitors Bureau for a couple of years and the roof needed to be replaced.

Mr. Winstanley stated making the repairs would allow the City to put its best foot forward. The roof at the Visitors Bureau was over thirty years old and there were a number of things wrong with the roof.

Motion to approve the expenditure of up to \$25,000.00 from the Capital Improvement Fund for improvements to the Visitors Bureau; carried unanimously. (Montero/Lyons)

**FEATHER FLAG  
DRAFT POLICY**

Kevin Cupples, Planning Director, stated the Seaside City Council and Planning Commission had been working on a policy that would allow businesses within the downtown core areas to apply for a permit to place one feather or bow flag within the public right-of-way adjacent to their business. This issue started out as a code enforcement issue but later grew into a matter of policy when a number of downtown businesses identified sign issues that were unique to their area based on development patterns. Mr. Cupples further stated the sign issue was first brought up during a Planning Commission meeting on May 1, 2012, and was later discussed during two joint work sessions held by the Council and Planning Commission. Based on discussions during the last joint work session, staff had prepared a draft policy that established a policy that would allow businesses to request authorization to place a temporary feather or bow flag sign within the public right-of-way adjacent to their business. Mr. Cupples further stated with the policy there would be more control over feather or bow flag placement. There would be a limit to the number of flags a business could have. The flags would be in the public sidewalk where flags were located now but would not be out during the flag days. Mr. Cupples further stated staff recommended Council review the proposed policy and adopt the policy subject to any further changes that may be necessary after the Council hears public testimony on the matter.

Councilor Montero stated Mr. Cupples had done a great job on the policy. Councilor Montero further stated she had forgotten about the holiday flags but could not find it in the policy.

Council President Johnson stated it was under Temporary Permit and Locations.

Councilor Montero stated under Submittal Requirements, third line down there was reference to the location of the existing flag hole. Councilor Montero further stated that would be presuming there was an existing flag hole.

Mr. Cupples stated the submittal would have information about where the flag hole was located and that was what would be utilized. If there was a business but there were not flag holes then there would be a prevision to request the flag hole from public works.

Councilor Montero stated the businesses would not ask for the flag hole to be drilled before the paperwork was submitted so would they then show a flag hole or a proposed flag hole.

Mr. Cupples stated if a business stated there was not a flag hole then there would be review of that information.

Councilor Montero stated she would suggest the wording in the policy state the existing or proposed flag hole.

Mr. Cupples stated was that information under the Submittal Requirements.

Mr. Winstanley stated the Submittal Requirements third line down after the word existing add or proposed.

Council President Johnson stated would the \$40.00 cover the cost of the drilling of the sidewalk.

Mr. Cupples stated the \$40.00 would be the paperwork submittal.

Council President Johnson stated there would be a separate fee for drilling the sidewalk.

Mr. Cupples stated he did not think the City charged for putting in new holes.

Council President Johnson asked if the permit could be revoked.

Mr. Cupples stated Council could decide to stop the flags because the City was in charge of what could be put in the right-of-ways. The use of the flag hole was with Council's authorization.

Dan Van Thiel, City Attorney, stated under Prohibited Action second sentence it dealt with that issue. The new flag hole would not be added without public works approval.

Mayor Larson stated he did not agree with taking them down when the shop was closed.

Mr. Cupples stated the businesses wanted to put the flags out when they were there and open and at night the City did not want to give people the opportunity to run off with the flags at night.

Mayor Larson asked why the businesses could not add items they sold to the flags.

Mr. Cupples stated what was put on the flags would not be regulated.

Mr. Winstanley stated this would be a City Policy concerning Feather and Bow Flags. The policy would need to be approved as amended.

Motion approving the City Policy Concerning Feather and Bow Flag Signs within the Public Right-of-Way in the C-2 and C-4 Zones as amended; carried unanimously. (Montero/Lyons)

**VACANCY –  
PARKS ADVISORY  
COMMITTEE**

Mayor Larson stated there was one vacancy for the Parks Advisory Committee with Warren Anderson, resigning from the committee. Mayor Larson asked the press to advertise the vacancy.

**COMMENTS – COUNCIL**

Councilor Phillips stated she loved Seaside and Orlando, Florida was the pits. Councilor Phillips further stated she appreciated the Council and apologized for missing the work sessions.

Councilor Montero stated Hood to Coast was this last weekend and Councilor Montero's brother ran on a team that came in second in the Senior Masters Division. Councilor Montero further stated on Tuesday, August 28, 2012, there would be a bus load of thirty-two Electrical and Facilities Maintenance Job Corp Students who were coming to help Neal Wallace, Public Works Director, finish the bleachers at Broadway Field.

Councilor Barber stated he missed Hood to Coast and reminded everyone it was harvest time at the Community Gardens and there was quite a bit of produce going to the local food bank. There was over one hundred pounds of potatoes given to the food bank.

Council President Johnson stated he missed Hood to Coast for a family reunion in Silver Creek Falls.

Mayor Larson stated he attended the Regional Solutions Project which was a group of people made up from the Governors Officer and Senator Betsy Johnson. Mayor Larson further stated Mr. McKinley from the Oregon Department of Transportation (ODOT) stated the Highway 101 flood project had a ninety percent design on the Berm and was going for a Request for Proposal (RFP) and then the Intergovernmental Agreement (IGA) and the work was expected to start in October, 2012. That was the first piece to removing the Berm. Mayor Larson further stated he had planned on scheduling the City Council Goal Setting Session in 2013 for the first three weeks in January and Council would like the same team.

Councilor Phillips stated she would not be in Seaside January, 2013.

Mayor Larson stated he would not be here in February, 2013. Mayor Larson further stated he was wearing a Rugby shirt and there would be a Rugby game played along with the Oktoberfest at the American Legion October 20, 2012. Mayor Larson further stated Awakenings by the Sea on Holladay had new owners and the place was remodeled and was absolutely beautiful. Mayor Larson further stated Reita Fackerell, Seaside Library Director, looked well but was retiring. Mayor Larson further stated he was looking back in his logs and on August 9, 1999, from 7:00 to 9:15 pm there was a Council meeting. There was a different Mayor and City Manager and Ms. Fackerell through it all was still here. There were fifteen people that night that spoke for the Library and twelve people spoke against and it did not get that far. Later in the years the City Manager and Mayor went for a walk and looked at a spot where the Library could be located. One thing that Ms. Fackerell did was stick with it all until the City received a new Library. That was just one of the many things that Ms. Fackerell did that was a real accomplishment. This was the last meeting that Ms. Fackerell would attend and as the Mayor and Council thanked Ms. Fackerell for all she had done for the City.

Ms. Fackerell stated the Library in Seaside was one of the best libraries in the State of Oregon and wherever she had been other librarians had always been jealous of the support that the Seaside Library had received. Mr. Winstanley had been the best boss that Ms. Fackerell had ever had. Ms. Fackerell thanked the community and further stated the City staff and department heads were one of the most ethical and knowledgeable teams that she had ever worked with.

**COMMENTS – STAFF**

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated there would be a new mural added to the Southwest wall of the Convention Center within the next two weeks.

Bob Gross, Seaside Police Department, stated he did not miss Hood to Coast and there were a few parking citations issued this year. Chief Gross stated Ms. Fackerell had already spoken about volunteering at the Police Department.

Mr. Wallace stated he was looking forward to hosting the students from Tongue Point Job Corp which should put the City in good shape for the first football game Friday, August 31, 2012. Mr. Wallace further stated the contractor had been doing in-stream work on the South Fork. The in-water portion was completed and the contractor was now working on the fish screens and the diversion work.

Joey Daniels, Seaside Fire Chief, stated, the fire department did not miss Hood to Coast and this year they raised a little over \$3,000.00 for Muscular Dystrophy.

Jack Bland, Port of Astoria, stated it was always a pleasure to stop by and see how an efficient public meeting was ran.

Laurie Oxley, Seaside Downtown Development Association, stated the Wheels and Waves event was scheduled for September 6-9, 2012.

Chuck Minor, Chamber of Commerce President, stated the Chamber's portion of Hood to Coast was finished and the count of beer and wine served was down from last year. Mr. Minor thanked all those who volunteered and helped out with Hood to Coast.

Mr. Winstanley asked Ms. Fackerell how long she worked for the City of Seaside.

Ms. Fackerell stated she worked for the City for twenty-five years and had been Library Director since 1995.

Mr. Winstanley stated he had worked with Ms. Fackerell for quite a few years and as the time for her retirement had gotten closer it was getting harder and harder for him. Mr. Winstanley further stated he and the City would miss Reita a great deal. There was a small item that was very interesting and made Ms. Fackerell very unique throughout the State of Oregon. Ms. Fackerell was the only librarian that was on the signing card for all of the bank accounts in the City. There had to be a back up for the City Manager and that had been Ms. Fackerell who had that type of fiscal mind and responsibility. Ms. Fackerell had brought something to the Seaside Library and the Seaside Community that was virtually going to be impossible to replace. Mr. Winstanley thanked Ms. Fackerell for all the years that she had been with the City and the Library and for the many times she had been a sounding board for the City Manager. Ms. Fackerell would give her opinion anyway and for a City Manager that was invaluable. Mr. Winstanley personally thanked Ms. Fackerell for the support that she had given the City Manager throughout the years.

**ADJOURNMENT**

The regular meeting adjourned at 8:00 PM.

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JudyAnn Dugan, Secretary

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DON LARSON, MAYOR

August 27, 2012