

**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 Stubby Lyons, Councilors Don Johnson, Dana Phillips, Jay Barber, Tim Tolan, and Tita Montero.

Absent: None

Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Bob Gross, Seaside Police Chief; Neal Wallace, Public Works Director; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; Nancy McCarthy, Daily Astorian; and Jeremy Ruark, Seaside Signal.

**AGENDA**                                      Motion to approve the December 12, 2011 agenda; carried unanimously. (Lyons/Phillips)

**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 \$340,728.34; and November 28, 2011, minutes; carried unanimously. (Lyons/Phillips)

**ORDINANCE #2011-08**                              AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, REPEALING ORDINANCE NO. 92-30 AND 93-20 PROVIDING FOR THE REALIGNMENT OF WARD BOUNDARIES

Mayor Larson stated this was the third and final reading for the Council Wards and Boundaries. There had been some changes with the four wards because there were very unequal numbers in the wards. Mayor Larson further stated the ordinance would make the wards equal.

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

Mayor Larson asked for Council comments, and there were no Council comments.

Motion to place Ordinance 2011-08 on its third reading by title only; carried unanimously. (Tolan/Lyons)

Motion to adopt Ordinance 2011-08; carried with the following roll call vote: (Lyons/Montero)

YEAS:            BARBER, TOLAN, LARSON, PHILLIPS, LYONS, JOHNSON, MONTERO  
NAYS:            NONE  
ABSENT:        NONE  
ABSTAIN:        NONE

**VACANCY – LIBRARY BOARD**                              Mayor Larson stated there was a vacancy on the Library Board with one application received from Russ Taggard. Mayor Larson asked Council what they wished to do.

Councilor Tolan asked if there were any issues since the applicant lived out of the City limits.

Mark Winstanley, City Manager, stated in the case of the Library Board there was not a restriction with living in the City and that made Mr. Taggard eligible to serve on the Library Board. The Building Board of Appeals did have a restriction with living in the City and Mr. Taggard could not serve on that board.

Motion to appoint Russ Taggard to serve on the Library Board; carried unanimously. (Lyons/Barber)

The term expiration for Russ Taggard would be December 31, 2015.

**VACANCY – CITY TREE BOARD**                              Mayor Larson stated there was one vacancy on the City Tree Board with no applications received. Mayor Larson asked the press to advertise the vacancy.

**VACANCY – BUDGET COMMITTEE**                              Mayor Larson stated there were two vacancies on the Budget Committee with one application received from Genesee Dennis. Mayor Larson asked Council what they wished to do.

Councilor Phillips stated Council should wait for more applications.

Councilor Montero agreed.

Mayor Larson asked the press to advertise the vacancy for more applications.

**VACANCY –  
BUILDING BOARD  
OF APPEALS**

Mayor Larson stated there were two vacancies on the Building Board of Appeals with one application received from Ray Romine. Mayor Larson stated applications were picked up but had not been turned in.

Councilor Lyons stated Council should wait for more applications.

Mayor Larson asked the press to advertise the vacancy for more applications.

**VACANCY –  
AIRPORT COMMITTEE**

Mayor Larson stated there was one vacancy on the Airport Committee with one application received from Bruce Francis. Mayor Larson asked Council what they wished to do.

Councilor Johnson stated the Airport Committee would not be meeting for the month of December. That would give Council time to wait for more applications.

Mayor Larson stated Council would keep the vacancy open for more applications. Mayor Larson asked the press to advertise the vacancy for more applications.

**VACANCY –  
CONVENTION CENTER  
COMMISSION**

Mayor Larson stated there was one vacancy on the Convention Center Commission with two applications received from Kelley Herr and /Roger Schultz. Mayor Larson asked Council what they wished to do.

Councilor Phillips stated she would like to interview the applicants but would miss the January 9, 2012, City Council meeting. Councilor Phillips asked if Council could leave the vacancy open.

Council consensus to leave the vacancy for the Convention Center Commission open.

Mayor Larson asked the press to keep advertising the vacancy.

**VACANCY –  
TRANSPORTATION  
ADVISORY COMMISSION**

Mayor Larson stated there were seven vacancies on the Transportation Advisory Commission with six applications received from Dale McDowell, Bill Carpenter, Kathleen Teeple, Terry Hartill, and John Dunzer. Mayor Larson further stated there were still applicants needed to fill the Commission and Council would leave the vacancy open.

**PRESENTATION-  
2010-2011 AUDIT**

Mayor Larson stated Council had met with Rick Proulx prior to the City Council meeting to review the audit.

Rick Proulx, Kern & Thompson, LLC, stated for the year end of June 30, 2011, there was an audit performed of the financial statements in compliance with the City. Mr. Proulx further stated their opinion was an unqualified opinion and had found the statements to be fairly stated and complete and found the City to be in compliance with all relevant laws and regulations. Mr. Proulx further stated all reports were open to the public.

Mayor Larson asked if Council had any questions for Mr. Proulx.

There were no Council comments.

Motion accepting the 2010-2011 City of Seaside Audit; carried unanimously. (Lyons/Tolan)

Mayor Larson stated Council thanked the City Manager for the management of funds.

Mr. Winstanley stated he wanted to compliment Mr. Proulx and his people who did a very good job for the City of Seaside and Mr. Winstanley appreciated that.

**BID RESULTS –  
VENICE PARK LID**

Neal Wallace, Public Works Director, stated the bid opening was held at Seaside City Hall on December 6, 2011, 2:00 pm. There were five bids submitted for the Venice Park Improvement: North Pacific Excavation, \$77,065.05; Bob McEwan, \$81,289.00; Pacific Timber, \$86,695.00; TFT Construction, \$89,848.47; and Dave Roberts, \$104,494.00. Mr. Wallace further stated upon review of the bids submitted, staff recommended the project be awarded to North Pacific Excavation from Warrenton, Oregon, for the total amount of \$77,065.05. Mr. Wallace further stated all the bids appeared to be responsive, but North Pacific Excavation was the lowest bid.

Motion approving the bid for the Venice Park Local Improvement District (LID) in the amount of \$77,065.05 to North Pacific Excavation; carried unanimously. (Johnson/Barber)

**BID FINAL –  
BROADWAY FIELD  
IMPROVEMENTS**

Mr. Wallace stated the various elements of the Broadway Park Project had been completed by Cameron McCarthy, Pacific Timber, Pro Turf Solutions, McDermott Fence, and Musco Sports Lighting. The project had been inspected and final walk through had been completed with all of the contractors and sub-contractors. McDermott Fence was the first contract to be completed and their work was of good quality and completed on time and on budget. McDermott Fence warranty had been issued and they were paid in full. Cameron McCarthy had continued to do excellent design and contract management for the City. The last invoice received was in October. Cameron McCarthy donated the last \$10,000.00 of their contract to the park and had been paid in full. Musco Lighting provided and installed the foundations for the field lights. The contract price was \$70,676.67 and Musco Lighting had been paid \$62,866.67 and was still owed \$7,810.00. Pro Turf Solutions was paid \$369,882.80 for all of the materials for the field and had been paid \$85,380.95 for labor and were still owed \$23,914.95 for the retainage. Pro Turf donated quite a number of hours to the project to work with volunteers and to work out a couple of field changes. There was not separate accounting of the hours but it appeared there was over \$4,000.00 donated in time to the park. Pacific Timber was very responsive to the needs and changes of the Broadway Park Project. Pacific Timber worked well with our volunteers and gave appropriate credit for the volunteer work. Pacific Timber was allowed to mark up material and sub-contract labor based on the USA Bluebook values. Pacific Timber did not apply those markups to the project and donated all of the overtime labor costs as well. This saved the City several thousand dollars to the project. Pacific Timber had been paid \$380,000.00 and was owed \$75,469.95. Mr. Wallace further stated staff recommended Council accept the Broadway Park Project and release the retainage and final fees of \$7,810.00 to Musco Field Lighting; \$23,914.95 to Pro Turf Solutions; and \$75,469.95 to Pacific Timber.

Motion to approve the final for Broadway Field Improvement Project with Musco Filed Lighting in the amount of \$7,810.00, Pro Turf Solutions in the amount of \$23,914.95, and to release the retainage to Pacific Timber in the amount of \$75,469.95; carried unanimously. (Montero/Phillips)

**BID FINAL –  
BROADWAY FIELD  
ELECTRICAL**

Mr. Wallace stated the electrical component of the Broadway Park Project had been completed by Inland Electric Inc. and the project had been inspected and given final approval from the County Electrical Inspector. The original bid for the electrical work was \$95,600.00. There were a small number of change orders and a few credits issued. The change orders included the addition of an underground electrical vault, a new power receptacle behind the pitcher's mound, lighting the flag pole, and a new 10kw transformer. The credits included not having to wire the actual field lights and a deduction for volunteer labor. The credits brought the total contract price to \$88,143.91 and the City has paid \$81,798.50 to Inland Electric. Mr. Wallace further stated staff recommended Council accept the final electrical project and release the retainage of \$6,345.41 to Inland Electric.

Motion to approve the final for the Broadway Field Electrical project and release the retainage to Inland Electric in the amount of \$6,345.41; carried unanimously. (Johnson/Lyons)

Mayor Larson stated every time he visited the Broadway Field project Neal Wallace and Dale McDowell were there. There was also Jason Boyd and Council President Lyons who were seen at the field quite a bit. Mayor Larson stated this had been a project with all the volunteers that helped out with the field. The City had a field with artificial turf which looked great. There were still lights needed and hopefully those would be purchased soon.

Council President Lyons stated the kids were impressed with the way the pros were working on the field and how they lined the kids up to work. Council President Lyons further stated he had received some old pieces of turf and took them down to the awards ceremony and let each kid cut a four by four inch piece off the turf for them to take home.

**COUNCIL MEETING  
DECEMBER 26, 2011**

Mayor Larson stated the next City Council meeting was scheduled for December 26, 2011, which was a Holiday. Mayor Larson asked Council what they wished to do.

Council President Lyons stated he would be in Bend visiting his son.

Councilor Montero stated she would be in San Diego.

Motion to cancel the City Council Meeting scheduled for Monday, December 26 2011; carried unanimously. (Johnson/Lyons)

**COMMENTS – COUNCIL**

Councilor Tolan stated the Festival of Trees was Saturday, December 10, 2011, and every year the festival seemed to get better and better. Providence Seaside Hospital raised approximately \$83,000.00.

Councilor Phillips wished everyone a Merry Christmas and a Happy New Year, and to just remember how lucky we were to be alive.

Mayor Larson stated Councilor Phillips would be the Council representative for the Community and Senior Commission.

Council Montero wished everyone a Merry Christmas and a Happy New Year also. Councilor Montero stated she hoped there would be some decent weather and she would not wish snow or ice on Seaside while she was away in San Diego.

Councilor Barber stated he was still hoping the declaration of “Peace on Earth and Good Will to all Men” be true.

Councilor Johnson stated he hoped everyone enjoyed the Christmas season with family and friends.

Mayor Larson stated this would be the last Council meeting of the year and the year was a good one and Council had accomplished many things. Mayor Larson stated the City had marvelous people who attended the City Council meetings, a marvelous staff, an excellent Council and this year was especially great to see Council President Lyons come back in good health.

**COMMENTS – STAFF**

Chuck Minor, Chamber Ambassador, stated the lighting competition for Residential and Business Owners was Tuesday, December 13, 2011. The Chamber’s Annual Christmas Open House was on Thursday, December 15, 2011, from 5:00pm to 7:00 pm. The Christmas Light Tour was on Friday, December 16, 2011, at 6:00 pm and 8:00pm. Mr. Minor further stated this year the Food Basket Program needed help with five hundred families to feed and the Chamber jumped in and took them under their wings. The Convention Center would be used this year in conjunction with the Rotaries Wishing Tree Foundation. The Chamber of Commerce Board of Directors donated \$1,000.00, Ham Radio Operators donated \$100.00, and an anonymous donor donated \$1,000.00, and there was still money needed.

Bob Gross, Seaside Police Chief, stated decals were added to the new Dodge Charger the Police Department purchased. The decals were designed by Mike Baugher, Seaside Police Officer, and the car looked better than anticipated. Chief Gross further stated he encouraged everyone to participate in the Wishing Tree by taking a couple of bells and then joining everyone on Wednesday, December 14, 2011, to wrap gifts at the Convention Center.

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated the Convention Center was busy during the holiday month.

Dan Van Thiel, City Attorney, thanked the Council for letting him represent the City again this year and to have a Merry Christmas and a Happy New Year.

Mr. Winstanley stated he had a DVD for Council to watch. The DVD was distributed by the League of Oregon Cities and concerned Council meetings. Mr. Winstanley reminded Council the City was having their luncheon on Thursday, December 15, 2011, 12:00pm to 2:00 pm at the Convention Center and Council was invited. Mr. Winstanley further stated there was a Government Ethics Class in Seaside at the Convention Center on January 13, 2011. Staff will be happy to register any Councilor who would like to attend the class. Mr. Winstanley further stated he had a number of compliments including one by Councilor Barber about how good the sound was at the Convention Center for the Festival of Trees.

Mayor Larson stated he was glad that Mr. Winstanley had good comments to give because he was holding folders for each Councilor which contained evaluations for the City Manager. Mayor Larson stated once the evaluations were turned in he could schedule a date for the item to be on the Council agenda.

**ADJOURNMENT**

The regular meeting adjourned at 7:32 PM.

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Kim Jordan, Secretary

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DON LARSON, MAYOR