

- 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; Councilors Dana Phillips, Jay Barber, Tita Montero, Randy Frank, and Stubby Lyons.
- Absent: None
- Also Present: Mark Winstanley, City Manager; Neal Wallace, Public Works Director; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; Jon Rahl, Seaside Tourism and Marketing Director; Dan Leary, Student Representative; and Nancy McCarthy, Daily Astoiran/Seaside Signal.
- AGENDA** Motion to approve the November 25, 2013 agenda; carried unanimously. (Lyons/Frank)
- PROCLAMATION** Councilor Lyons read the Proclamation for Pearl Harbor Remembrance Day.
- Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated there would be a Pearl Harbor Remembrance Celebration at the Convention Center on Saturday, December 7, 2013, at 9:00 am.
- 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 \$917,983.29; November 6, 2013, regular minutes, and Resolution #3811 – A Resolution of the City of Seaside, Oregon, Adjusting the 2013-2014 City of Seaside Budget; carried unanimously. (Lyons/Barber)
- VACANCY – TOURISM ADVISORY COMMITTEE** Mayor Larson stated there were two vacancies on the Tourism Advisory Committee with Shaun Wagner who resigned and a term expiration for Marci Utti who wished to be reappointed.
- Motion to reappoint Marci Utti to the Tourism Advisory Committee; carried unanimously. (Johnson/Barber)
- Term Expiration for Marci Utti would be December 31, 2016.
- Mayor Larson stated there was one application received and Council would leave the vacancy open for more applications until November 30, 2013.
- VACANCY – PLANNING COMMISSION** Mayor Larson stated there was a vacancy on the Planning Commission with Steve Winters who had a term expiration and did not wish to be reappointed. Mayor Larson asked the press to advertise the vacancy.
- RESOLUTION #3809** A RESOLUTION ADOPTING AND APPROPRIATING BUDGET INCREASES AND REDUCTIONS OF LESS THAN 10% FOR THE 2013-2014 CITY OF SEASIDE BUDGET
- Mark Winstanley, City Manager, explained the resolution adopted and appropriated increases and reductions of less than 10% to the 2013-2014 City of Seaside Budget. The auditors had not officially presented the audit but would be presenting the audit at the December 9, 2013, City Council meeting. Mr. Winstanley further stated the draft audit was reviewed and the resolutions made adjustments as they pertained to the beginning balance for the different funds.
- Mayor Larson asked for public comments, there were no public comments.
- Mayor Larson asked for Council comments, there were no Council comments.
- Motion to read Resolution #3809 by title only; carried unanimously. (Barber/Phillips)
- Motion to adopt Resolution #3809; carried unanimously. (Lyons/Montero)

PUBLIC HEARING

This was the duly advertised time and place to hold a public hearing regarding a Resolution Adopting and Appropriating Budget Increases and Reductions of Greater than 10% for the 2013-2014 City of Seaside Budget

Mr. Winstanley explained the resolution was like the previous resolution but had increases and reductions that were greater than 10% for the 2013-2014 City of Seaside Budget. The City either overestimated or underestimated the beginning balances to the budget.

RESOLUTION #3810

A RESOLUTION ADOPTING AND APPROPRIATING BUDGET INCREASES AND REDUCTIONS OF GREATER THAN 10% FOR THE 2013-2014 CITY OF SEASIDE BUDGET

Mayor Larson opened the public hearing.

There were no public comments and Mayor Larson closed the public hearing.

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

Motion to read Resolution #3810 by title only; carried unanimously. (Lyons/Frank)

Motion to adopt Resolution #3810; carried unanimously. (Montero/Johnson)

**BID CHANGE ORDER
GENERATORS/
AUTOMATIC SWITCHES**

Neal Wallace, Public Works Director, stated at the October 28, 2013, City Council meeting the bid for the backup power for the block stations was awarded to EC Power for their bid of \$118,063.00. The bid included automatic transfer switches that incorporated an “open transition” type of operation. During the submittal review – it was decided to provide additional protection to the motor systems that open transition switches do not offer. In open transition, during the transfer of power, larger motors are not able to ‘run down’ and stop prior to power up with emergency power. Applying power to the running motor can cause damage to the motor systems. The “Programmed Transition” type of switch allows the installer to program a time delay into the transition from one power source to another. The cost of the change is \$8,682.00 for all five of the generators. Mr. Wallace further stated Staff regrets not including the transfer switches in the initial cost estimates and none of the prior bids included programmed transition. Staff recommended Council approve the beneficial change order for the programmed transition switch for the generators backup power for the block stations in the amount of \$8,682.00.

Mayor Larson asked who EC Power was.

Mr. Wallace stated EC Power was awarded the bid for the Wastewater Treatment Generators and Automatic Switches.

Mayor Larson stated with the \$8,682.00 added to the bid, would the bid amount still be under the second competitive bid.

Mr. Wallace stated the programmed switch was not originally in the bid price and was not part of the first bid at all.

Councilor Montero asked if staff should have expected EC Power to inform the City that certain switches were needed.

Mr. Wallace stated they did long before the construction phase started. The bids were put together on the specifications the City had given them. There had been further discussion since receiving the bid on what the project entailed and the decision was to go with the programmed transition type of switch.

Mayor Larson asked if there would be more change orders.

Mr. Wallace stated with the generators that should be all.

Motion to approve the Generator for Block Stations Change Order in the amount of \$8,682.00; carried unanimously. (Lyons/Frank)

**VACANCY –
BUILDING BOARD
OF APPEALS**

Mayor Larson stated there was one vacancy on the Building Board of Appeals with one term expiration from Shane Dean who wished to be reappointed. Mayor Larson asked Council what they wished to do.

Motion to reappoint Shane Dean to serve on the Building Board of Appeals; carried unanimously. (Johnson/Montero)

The term expiration for Shane Dean would be December 31, 2016.

**VACANCY –
BUDGET COMMITTEE**

Mayor Larson stated there were two vacancies on the Budget Committee with two term expirations from Les McNary and Dale McDowell who wished to be reappointed. Mayor Larson asked Council what they wished to do.

Motion to reappoint Les McNary and Dale McDowell to serve on the Budget Committee; carried unanimously. (Phillips/Lyons)

The term expiration for Les McNary and Dale McDowell would be December 31, 2016.

**VACANCY –
LIBRARY BOARD**

Mayor Larson stated there was one vacancy on the Library Board with a term expiration from Mary Peterson who did not wish to be reappointed. Mayor Larson asked the press to advertise the vacancy.

**COMMENTS –
STUDENT REP.**

Dan Leary, Student Representative, stated winter sports just started which was going well. The term would be over Tuesday, November 26, 2013, and there would be a five day Thanksgiving break and then Winter Term would start.

Mayor Larson asked Mr. Leary to talk about the last football game.

Mr. Leary stated Seaside was ahead at half time and then shut down the rest of the game. The whole team huddled up after the game which was very emotional. The team Seaside lost too was going to State.

**COMMENTS –
COUNCIL**

Councilor Phillips wished everyone a Happy Thanksgiving with safe travels.

Councilor Montero stated there was a quarterly graduation at tongue point on Friday and the Cannon Beach Police Chief Jason Schermerhorn was the speaker and did a wonderful job. There were twenty two students that graduated from Tongue Point Job Corp. Councilor Montero further stated she puts statistics together and in the last three months ninety four students either received jobs or were promoted and the average wage of those students was \$14.06, with twenty-one students receiving over \$17.00 an hour, and one student receiving \$43.00 an hour. That had been consistent since the first of January and this was something that was discussed with the students.

Councilor Frank stated the Christmas Lights downtown and around the City looked very good.

Councilor Montero stated Council hoped to see people at the Seaside Parade of Lights on Friday, November 29, 2013, at 7:00 pm.

Councilor Barber stated the Emergency Shelter on Highway 101 would be serving approximately one hundred people Thanksgiving Dinner, on Thursday, November 28, 2013, at 2:00 pm, and everyone was invited.

Councilor Johnson stated there was a nice meeting with great information received at the Tourism Advisory Committee meeting on Wednesday, November 20, 2013.

Jon Rahl, Tourism and Marketing Director, stated the Tourism Advisory Committee had been working on the production of the 2014 Visitor Guide and a cover was selected. The coast logo would be incorporated onto the cover of the Visitors Guide this next year.

Mayor Larson stated there was a ribbon cutting for the Emergency Operations Center at Camp Rilea and the City of Seaside was very well represented. There was so much equipment and everything was laid out beautifully. Mayor Larson further stated he spoke at Drug Court and the Chamber of Commerce or the Seaside Downtown Development Association may want to have them speak at a meeting. Drug Court was ran by Judge Nelson and there were forty young students watching and one graduate who was a new man.

COMMENTS – STAFF

Mr. Vandenberg stated the Seaside Craft Fair would be at the convention center this weekend and the Pearl Harbor Dedication with Bill Thomas was on December 7, 2013. Mr. Vandenberg further announced that Jon Rahl had been involved in the tourism and the promotion of the City the last three and a half years and had done a great job. There were changes made to Mr. Rahl's duties and responsibilities and effective December 1, 2013, he would become the Convention Center and Visitors Bureau Assistant General Manager.

Council congratulated Mr. Rahl and was very happy.

Laurie Oxley, Seaside Downtown Development Association (SDDA) stated the Downtown Wine Walk just finished which was wonderful and a great event. On November 1, 2013 the Shop Seaside Local started and there were 12,000 coupon books to hand out to the public.

Bob Mushen, Seaside Chamber of Commerce President, stated the parade was Friday, November 29, 2013, 7:00 pm, December 12, 2013, would be the Chamber of Commerce Christmas Open House, and December 15, 2013, the senior dinner would be held at the Convention Center.

Councilor Montero stated the Providence Seaside Hospital Festival of Trees was on Saturday, December 7, 2013. Councilor Montero further stated she would like Mr. Rahl to speak about the City Council workshop on Visioning.

Mr. Rahl stated it was called Seaside 2034 Building a Bridge to our Future. Mr. Rahl further stated Esther Moberg, Library Director, Jeremy Goldsmith, RARE Student, and Mr. Rahl were working on the visioning process and conducted a PowerPoint Presentation with the Council. The project would go into the next calendar year with the goal and objective of unveiling a vision for the City in the fall of 2014.

Councilor Montero stated Council was looking for anybody to be involved and especially the youth.

ADJOURNMENT

The regular meeting adjourned at 7:30 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR