

**AGENDA SEASIDE CITY COUNCIL MEETING
DECEMBER 13, 2010 7:00 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. COMMENTS – PUBLIC
6. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
7. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS - \$535,053.62
 - b) APPROVAL OF MINUTES – NOVEMBER 22, 2010 REGULAR MINUTES
8. UNFINISHED BUSINESS:
9. RECOGNITION – COUNCILOR LARRY HALLER
10. NEW BUSINESS:
 - a) PRESENTATION OF 2009 - 2010 AUDIT, RICK PROULX
 - b) WESTERN OREGON WASTE, A RECOLOGY COMPANY
 - c) LIQUOR LICENSE APPLICATION – MARCO POLO, 111 BROADWAY STE. 3
 - d) PUBLIC HEARING – RESOLUTION #3724 - A RESOLUTION ADOPTING AND APPROPRIATING A SUPPLEMENTAL BUDGET OF MORE THAN 10 PERCENT TO THE 2010-2011 CITY OF SEASIDE BUDGET
 - OPEN PUBLIC HEARING
 - CLOSE PUBLIC HEARING
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED
 - e) RESOLUTION #3725 – A RESOLUTION ADOPTING AND APPROPRIATING SUPPLEMENTAL BUDGETS OF LESS THAN 10 PERCENT TO THE 2010-2011 CITY OF SEASIDE BUDGET
 - PUBLIC COMMENTS
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED

- f) PUBLIC HEARING – RESOLUTION #3726 - A RESOLUTION ADOPTING AND APPROPRIATING BUDGET REDUCTIONS FOR THE 2010-2011 CITY OF SEASIDE BUDGET
 - OPEN PUBLIC HEARING
 - CLOSE PUBLIC HEARING
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED
 - g) BID RESULTS – CITY OF SEASIDE VACATION PLANNER
 - h) VACANCY – LIBRARY BOARD
BUDGET COMMITTEE
BUILDING BOARD OF APPEALS
TOURISM ADVISORY COMMITTEE
11. COMMENTS FROM THE STUDENT REPRESENTATIVE
 12. COMMENTS FROM THE COUNCIL
 13. COMMENTS FROM THE CITY STAFF
 14. ADJOURNMENT

Complete copies of the Current Council meeting Agenda Packets can be viewed at: *Seaside Public Library and Seaside City Hall. The Agendas and Minutes can be viewed on our website at www.cityofseaside.us.*

All meetings other than executive sessions are open to the public. When appropriate, any public member desiring to address the Council may be recognized by the presiding officer. Remarks are limited to the question under discussion except during public comment. This meeting is handicapped accessible. Please let us know at 503-738-5511 if you will need any special accommodation to participate in this meeting.

- 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 Tim Tolan, Councilors Don Johnson, Jay Barber, Stubby Lyons, Tita Montero and Larry Haller.
- Absent: Student Representative Taylor Ames.
- Also Present: Mark Winstanley, City Manager; Bob Gross, Seaside Police Chief; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; and Rosemary Dellinger, Seaside Signal.
- AGENDA** Motion to approve the November 22, 2010, agenda; carried unanimously. (Lyons/Tolan)
- PROCLAMATION** Councilor Lyons read a proclamation for Pearl Harbor Days.
- Councilor Lyons stated Saturday at the Elks was well attended and a very nice evening. Dinner was served on metal trays that were used years ago in the service. There were five speakers and the Astoria Brass from the Astoria High School attended and played the service songs.
- 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 \$212,493.01; and November 8, 2010, minutes; carried unanimously. (Lyons/Haller)
- VACANCY – CONVENTION CENTER COMMISSION** Mayor Larson stated there was one vacancy on the Convention Center Commission with one application received from Seth Morrisey who had been interviewed prior to the City Council meeting. Mayor Larson asked Council what they wished to do.
- Motion to appoint Seth Morrisey for the Convention Center Commission; carried unanimously. (Lyons/Haller)
- RESOLUTION #3723** A RESOLUTION OF THE CITY OF SEASIDE, OREGON, ESTABLISHING PARKING RESTRICTIONS WITHIN DESIGNATED AREAS OF SEASIDE
- Mark Winstanley, City Manager, explained the resolution would restrict parking on Avenue 'G' and 12th Avenue. The City Council had discussions and also held a couple of public hearings concerning parking on Avenue 'G', 12th Avenue, Beach Drive, Columbia, and Downing. At this time Council was ready to take action concerning Avenue 'G' and 12th Avenue, and would consider additional streets at another time.
- Mayor Larson asked for Public comments, and there were no comments.
- Mayor Larson asked for Council comments, and there were no comments.
- Motion to read Resolution #3723 by title only; carried unanimously. (Tolan/Lyons)
- Motion to adopt Resolution #3723; carried unanimously. (Tolan/Lyons)
- COMMENTS – STUDENT REPRESENTATIVE** None
- COMMENTS – COUNCIL** Councilor Johnson stated the Seaside Transit Center Site Selection Committee had their first meeting with OTAK, Inc. to discuss the site criteria for a Transit Center in Seaside. The next meeting would be scheduled for the first part of December but no date had been selected.
- Councilor Tolan asked if the Seaside Transit Center Site Selection Committee would make a recommendation to the City Council.
- Councilor Johnson stated the Seaside Transit Center Site Selection Committee would make a recommendation to the City Council.
- Councilor Lyons stated he was surprised to see in the local paper last week his granddaughter and her buddy a black lab won first prize in a picture contest for Halloween. Councilor Lyons further stated the Seaside High School Football Awards would be held Tuesday, November 23, 2010, at the Oceanview Resort at 7:00 pm.
- Councilor Barber stated in the spirit of Thanksgiving he wanted to express how thankful he was to be living in the City of Seaside. The City of Seaside had a good Police Department which made the family feel safe. The City had a good infrastructure and a great Convention Center that brought people to Seaside. Councilor Barber further stated everyone he has spoken with loved to visit Seaside.

Councilor Haller asked if there would be a City Council meeting December 27, 2010.

Mayor Larson stated there would be a City Council meeting on December 13, 2010, and needed to know what Council wished to do about the meeting on December 27, 2010.

Motion to cancel the December 27, 2010, City Council meeting; carried unanimously.
(Haller/Tolan)

Councilor Montero stated the Wine Walk was very successful with approximately six hundred glasses sold.

Councilor Tolan stated as the Council representative for the Tourism Advisory Committee he reported Jon Rahl, Tourism Director, was doing a great job and attended every meeting with new ideas and new thoughts. Councilor Tolan congratulated the new Council members and Mayor that were re-elected and looked forward to working with Dana Phillips in January, 2011.

Mayor Larson stated on Saturday, November 27, 2010, would be Ron Downey's service from 1:00 to 4:00 pm. Mayor Larson further stated Friday, November 26, 2010, was the Chamber of Commerce Tree Lighting parade and ceremony at 7:00 pm.

COMMENTS – STAFF

Bob Gross, Seaside Police Chief, stated in regards to the Tree Lighting parade the City was going to have some participants walk along the parade to hand out candy instead of throwing the candy in an effort to increase safety.

Mr. Winstanley stated there was concern expressed because the parking was not taken off the streets during the parade. The day after Thanksgiving was a very busy shopping day and staff felt this would be a good compromise.

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated the All American City Committee was getting very close to the end and were at the point of many revisions for putting together a wonderful application with a send off party being planned.

Mr. Winstanley reminded Council the Improvement Commission meeting had been cancelled for Wednesday, December 1, 2010. Mr. Winstanley further stated the North Holladay project was down to the punch list with approximately fifteen to sixteen items on the list.

ADJOURNMENT

The regular meeting adjourned at 7:16 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR

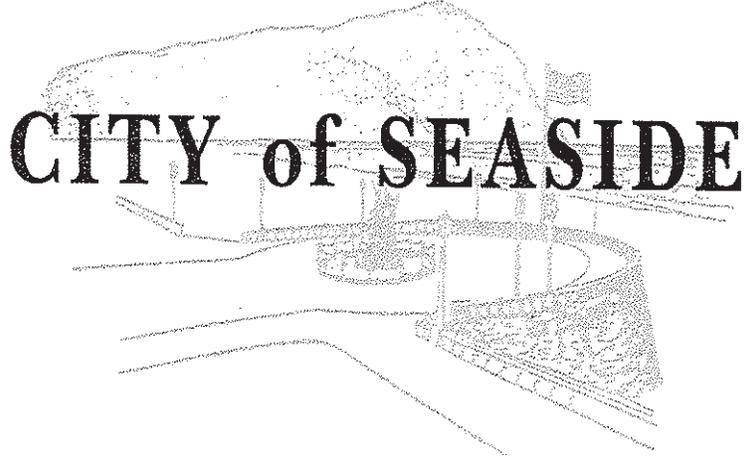
Memo

To: Mayor and City Council
From: City Manager's Office
CC: Kim Jordan
Date: December 2, 2010
Re: Proposed WOW Stock Transfer Letter

Recology Oregon possesses sufficient knowledge, experience, and the financial resources necessary to take on the role of sole stockholder in Western Oregon Waste (WOW).

The City has been assured that WOW/Recology will abide by all existing formal or informal obligations and agreements involving the City or its residents, and that no changes will be made to rates charged, payments made, or services provided without written notice being sent to the City.

While no approval is necessary for the transfer, the City would like to go on record as having no objection to the proposed transaction. Staff requests that City Council make a motion acknowledging the WOW Stock Transfer and to direct staff to provide WOW with the letter provided in the Council packet.



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

989 BROADWAY
SEASIDE, OREGON 97138
(503) 738-5511

Mr. Bob Emrick
Western Oregon Waste
PO Box 509
McMinnville, OR 97128

December 14, 2010

RE: Proposed WOW Stock Transfer

Dear Mr. Emrick:

The Seaside City Council reviewed the documents you submitted regarding the proposed stock purchase agreement by Recology Oregon Inc. The Council agreed to give their written acknowledgement of the transaction at their regular meeting held December 13, 2010. While no approval is necessary, the City would like to go on record as having no objection to the proposed transaction. The Council directed staff to create this written notice of the following:

The City is satisfied that Recology Oregon possesses sufficient knowledge, experience, and the financial resources necessary to take on the role of sole stockholder in Western Oregon Waste (WOW).

The City has been assured that WOW/Recology will abide by all existing formal or informal obligations and agreements involving the City or its residents, and that no changes will be made to rates charged, payments made, or services provided without written notice being sent to the City.

The City recognizes that services are currently provided to City residents by Western Oregon Waste – North Coast Collections. It is the City's understanding that the parent company of Sunset - K.E. Enterprises, Inc., dba Western Oregon Waste - will continue to operate under the name of Western Oregon Waste. With the completion of the stock purchase, the company and its subsidiaries will become a wholly-owned subsidiary of Recology Oregon Inc., which is in turn a wholly-owned subsidiary of Recology Inc.

Respectfully,

Mark J. Winstanley
City Manager

LIQUOR LICENSE APPLICATION

Warren Kan
Marco Polo
111 Broadway Suite 3
Seaside

This business has applied for a Full On-premises Sales Liquor License. This would be for a new outlet.

Full On-Premises Sales License – allows the sale of distilled spirits, malt beverages, wine and cider for consumption at the licensed business. This license also allows private catering if the applicant receives pre-approval from OLCC.

The Police Department has reviewed the applicant and business applying for the liquor license and found no cause to deny the request. Attached is the information received.

Criteria for consideration

The City Council, after consideration, may determine to make a favorable, unfavorable, conditionally favorable or no recommendation to the OLCC. If the City Council makes an unfavorable or conditionally favorable recommendation to the OLCC regarding any application for liquor license, the recommendation will be based on a finding that one or more of the following conditions exist:

1. There is a history or pattern of illegal or disorderly activity on the premises.
2. There have been disturbances and/or other problems (such as fights, altercations, drug dealing by patrons, furnishing alcohol to minors by patrons, public drunkenness, alcohol related litter, etc.) related to the exercise of the applicant's alcohol license privilege and the applicant has failed to take reasonable and timely corrective action when notified of these problems by the police or the OLCC.
3. There is a continuing problem of noise from this business disturbing neighbors.
4. The applicant would be a poor risk for compliance with liquor laws, as indicated by a felony conviction, which reflects on the applicant's ability to be a responsible liquor licensee.
5. The applicant would be a poor risk for compliance with liquor laws, as indicated by a failure to comply with liquor laws.
6. The applicant has a history of abusing alcohol or other controlled substances and would be a poor risk for compliance with liquor laws.
7. The applicant has made an intentional and materially false statement about a matter that reflects on the applicant's ability to comply with the State's liquor laws.
8. An unlicensable person or a party not named as applicant has an ownership interest in the business to be licensed.
9. The applicant has failed to operate as originally proposed to the City Council, the original proposal having been a deciding factor in the Council's favorable recommendation to the OLCC.
10. The applicant has expanded the boundaries of the licensed premises to areas not originally considered by the Council and without City and OLCC approval.
11. The business is located within 500 feet of a school, child care facility, church, hospital, nursing or convalescent care facility, a park or child oriented recreation facility, or an alcohol and other drug treatment facility and there is evidence that the business will adversely impact the facility.

Seaside Police Department

December 6, 2010

MEMORANDUM

TO: Mark Winstanley, City Manager

FROM: Robert Gross, Chief of Police

SUBJECT: Marco Polo Restaurant OLCC Permit Request

We have reviewed the liquor application involving new ownership for Marco Polo restaurant located 111 Broadway Suite 3. The restaurant is new construction and the permit request is for a new outlet "full on-premises sales".

After a review of local records and based upon information available, we found no cause to deny their request.

If you have any additional questions, please let me know.

**NOTICE OF A PUBLIC HEARING
FOR SUPPLEMENTAL BUDGETS
Of greater than 10% of Fund Expenditures**

A public hearing on proposed supplemental budgets for the City of Seaside, Clatsop County, State of Oregon, for the fiscal year July 1, 2010 to June 30, 2011 will be held at City Hall, 989 Broadway, Seaside, Oregon. The public hearing will take place during the regularly scheduled City Council meeting on the 13th day of December, 2010 at 7:00 P.M. The purpose of the public hearing is to discuss the supplemental budget with interested persons. A copy of the supplemental budget document may be inspected or obtained on or after December 2, 2010 at City Hall, between the hours of 8:00 AM and 5:00 PM.

SUMMARY OF SUPPLEMENTAL BUDGETS

FUND: Sewer

Beginning Fund Balance	\$ (237,300)	Materials & Services	\$ 95,000
Transfer - Sewer Plant Replacement	225,000	Capital Outlay	125,000
Sewer Revenue	(52,455)	Debt Service	(184,755)
Bond Proceeds	1,350,000	Transfer - Sewer Plant Replacement	1,350,000
		Contingency	<u>(100,000)</u>
Resource Increase	<u>\$ 1,285,245</u>	Requirement Increase	<u>\$ 1,285,245</u>

COMMENTS To increase revenues and expenditures to allow for expenditures associated with capital improvements of the waste water system and waste water plant.

FUND: Sewer Plant Replacement

Beginning Fund Balance	\$ (48,149)	Materials & Services	\$ 50,000
Transfer - Sewer	4,000,000	Capital Outlay	1,026,851
Bond Proceeds	<u>(2,650,000)</u>	Transfer - Sewer	<u>225,000</u>
Resource Increase	<u>\$ 1,301,851</u>	Requirement Increase	<u>\$ 1,301,851</u>

COMMENTS To increase revenues and expenditures to allow for expenditures associated with capital improvements of the waste water system and waste water plant.

FUND: Library Trust

Beginning Fund Balance	\$ 3,302	Capital Outlay	\$ 8,000
Donations	<u>8,000</u>	Contingency	<u>3,302</u>
Resource Increase	<u>\$ 11,302</u>	Requirement Increase	<u>\$ 11,302</u>

COMMENTS To increase revenues and expenditures to allow for expenditures associated with increased donations to the Library.

RESOLUTION #3724

**A RESOLUTION ADOPTING AND APPROPRIATING A
SUPPLEMENTAL BUDGET OF MORE THAN 10 PERCENT
TO THE 2010-2011 CITY OF SEASIDE BUDGET**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby adopts the following supplemental budget for 2010-2011; and

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2010, and for the purpose shown below are hereby adjusted and appropriated as follows:

**Sewer
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 434,038	\$ (237,300)	\$ 196,738
Transfer - Plant Replace	0	225,000	225,000
Interest On Investments	5,310	0	5,310
Sewer Revenue	1,851,000	(52,455)	1,798,545
Bond Proceeds	<u>2,650,000</u>	<u>1,350,000</u>	<u>4,000,000</u>
Total	<u>\$ 4,940,348</u>	<u>\$ 1,285,245</u>	<u>\$ 6,225,593</u>

**Sewer
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Personal Services	\$ 583,270	\$ -	\$ 583,270
Materials & Services	612,750	95,000	707,750
Capital Outlay	135,000	125,000	260,000
Debt Service	274,510	(184,755)	89,755
Interfund Transfers			
General	108,178	0	108,178
Sewer Replace	2,650,000	1,350,000	4,000,000
Public Works	110,376	0	110,376
Contingency	100,000	(100,000)	0
Ending Fund Balance	<u>366,264</u>	<u>0</u>	<u>366,264</u>
Total	<u>\$ 4,940,348</u>	<u>\$ 1,285,245</u>	<u>\$ 6,225,593</u>

**Sewer Plant Replacement
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 84,876	\$ (48,149)	\$ 36,727
Transfer - Sewer	0	4,000,000	4,000,000
Interest On Investments	750	0	750
Bond Proceeds	<u>2,650,000</u>	<u>(2,650,000)</u>	<u>0</u>
Total	<u>\$ 2,735,626</u>	<u>\$ 1,301,851</u>	<u>\$ 4,037,477</u>

**Sewer Plant Replacement
Expenditure**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Materials & Services	\$ 75,000	\$ 50,000	\$ 125,000
Capital Outlay	2,660,626	1,026,851	3,687,477
Interfund Transfers			
Sewer	<u>0</u>	<u>225,000</u>	<u>225,000</u>
Total	<u>\$ 2,735,626</u>	<u>\$ 1,301,851</u>	<u>\$ 4,037,477</u>

**Library Trust
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 250,511	\$ 3,302	\$ 253,813
Interest On Investments	1,905	0	1,905
Bequests	2,000	0	2,000
Donations	4,000	8,000	12,000
Total	<u>\$ 258,416</u>	<u>\$ 11,302</u>	<u>\$ 269,718</u>

**Library Trust
Expenditure**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Capital Outlay	\$ 6,000	\$ 8,000	\$ 14,000
Contingency	50,000	3,302	53,302
Ending Fund Balance	202,416	0	202,416
Total	<u>\$ 258,416</u>	<u>\$ 11,302</u>	<u>\$ 269,718</u>

Passed by the City Council of Seaside on this ____ day of _____, 2010.

Submitted to the Mayor and **Approved** by the Mayor on this ____ day of _____, 2010.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

**NOTICE OF A PUBLIC MEETING
FOR SUPPLEMENTAL BUDGETS
Of less than 10% of Fund Expenditures**

A public meeting on proposed supplemental budgets for the City of Seaside, Clatsop County, State of Oregon, for the fiscal year July 1, 2010 to June 30, 2011 will be held at City Hall, 989 Broadway, Seaside, Oregon. The public meeting will take place during the regularly scheduled City Council meeting on the 13th day of December, 2010 at 7:00 P.M. The purpose of the public meeting is to consider a resolution adopting the supplemental budgets and making necessary appropriations.

SUMMARY OF SUPPLEMENTAL BUDGETS

FUND: Convention Center

Beginning Fund Balance	\$ 79,329	Materials & Services	\$ 32,329
		Capital Outlay	15,000
		Contingency	<u>32,000</u>
Resource Increase	<u>\$ 79,329</u>	Requirement Increase	<u>\$ 79,329</u>

COMMENTS To increase revenues and expenditures to replace cuts made earlier due to room tax reductions.

FUND: Room Tax & Business License

Beginning Fund Balance	\$ 26,086	Personal Services	\$ 10,152
		Materials & Services	<u>15,934</u>
Resource Increase	<u>\$ 26,086</u>	Requirement Increase	<u>\$ 26,086</u>

COMMENTS To increase revenues and expenditures to allow for expenditures associated with increased personal costs and building maintenance.

FUND: Convention Center Capital Improvements

Beginning Fund Balance	\$ 5,569	Contingency	\$ 5,069
Interest On Investments	<u>(500)</u>		
Revised Total Resources	<u>\$ 5,069</u>	Revised Total Requirements	<u>\$ 5,069</u>

COMMENTS To increase revenues and expenditures to allow for contingency if requirements materialize.

RESOLUTION #3725

**A RESOLUTION ADOPTING AND APPROPRIATING
SUPPLEMENTAL BUDGETS OF LESS THAN 10 PERCENT
TO THE 2010-2011 CITY OF SEASIDE BUDGET**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby adopts the following supplemental budget for 2010-2011; and

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2010, and for the purpose shown below are hereby adjusted and appropriated as follows:

**Convention Center
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 875,081	\$ 79,329	\$ 954,410
Transfer - Room Tax	1,273,319	0	1,273,319
Interest On Investments	5,500	0	5,500
Food & Liquor Franchise	660,000	0	660,000
Rentals/Events	75,000	0	75,000
Convention Fees	32,000	0	32,000
Promotion/Events	50,000	0	50,000
Miscellaneous	5,000	0	5,000
Total	<u>\$ 2,975,900</u>	<u>\$ 79,329</u>	<u>\$ 3,055,229</u>

**Convention Center
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Personal Services	\$ 863,916	\$ -	\$ 863,916
Materials & Services	1,010,837	32,329	1,043,166
Capital Outlay	0	15,000	15,000
Interfund Transfers	103,144	0	103,144
Contingency	118,000	32,000	150,000
Ending Fund Balance	880,003	0	880,003
Total	<u>\$ 2,975,900</u>	<u>\$ 79,329</u>	<u>\$ 3,055,229</u>

**Room Tax & Business License
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 223,583	\$ 26,086	\$ 249,669
Interest On Investments	2,000	0	2,000
Room Tax	2,516,440	0	2,516,440
Business License	162,820	0	162,820
Miscellaneous	100	0	100
Donations	5,000	0	5,000
Total	<u>\$ 2,909,943</u>	<u>\$ 26,086</u>	<u>\$ 2,936,029</u>

**Room Tax & Business License
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Personal Services	\$ 176,124	\$ 10,152	\$ 186,276
Materials & Services	458,182	15,934	474,116
Interfund Transfers	2,110,637	0	2,110,637
Contingency	50,000	0	50,000
Ending Fund Balance	115,000	0	115,000
Total	<u>\$ 2,909,943</u>	<u>\$ 26,086</u>	<u>\$ 2,936,029</u>

**Convention Center Capital Improvements
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 183,941	\$ 5,569	\$ 189,510
Transfer - Room Tax	153,503	0	153,503
Interest On Investments	1,500	(500)	1,000
Total	<u>\$ 338,944</u>	<u>\$ 5,069</u>	<u>\$ 344,013</u>

**Convention Center Capital Improvements
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Capital Outlay	\$ 130,000	\$ -	\$ 130,000
Contingency	67,241	5,069	72,310
Ending Fund Balance	141,703	0	141,703
Total	<u>\$ 338,944</u>	<u>\$ 5,069</u>	<u>\$ 344,013</u>

Passed by the City Council of Seaside on this ____ day of _____, 2010.

Submitted to the Mayor and **Approved** by the Mayor on this ____ day of _____, 2010.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

**NOTICE OF A PUBLIC HEARING
FOR BUDGET REDUCTIONS**

A public hearing on proposed budget reductions for the City of Seaside, Clatsop County, State of Oregon, for the fiscal year July 1, 2010 to June 30, 2011 will be held at City Hall, 989 Broadway, Seaside, Oregon. The public hearing will take place during the regularly scheduled City Council meeting on the 13th day of December, 2010 at 7:00 PM. The purpose of the public hearing is to discuss the budget reductions with interested persons. A copy of the budget document may be inspected or obtained on or after December 2, 2010 at City Hall, between the hours of 8:00 AM and 5:00 PM.

SUMMARY OF BUDGET REDUCTIONS

FUND: General

Beginning Fund Balance	\$ (38,984)	Business Office Contingency	\$ 3,300 <u>(42,284)</u>
Resource Decrease	<u>\$ (38,984)</u>	Requirement Decrease	<u>\$ (38,984)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and decrease contingency funds.

FUND: Water

Beginning Fund Balance	\$ (71,556)	Capital Outlay Contingency	\$ (25,000) <u>(46,556)</u>
Resource Decrease	<u>\$ (71,556)</u>	Requirement Decrease	<u>\$ (71,556)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and to reduce infrastructure improvements and contingency.

FUND: State Tax Street

Beginning Fund Balance	\$(150,605)	Capital Outlay	\$(138,605)
State Gas Tax	<u>12,000</u>		
Resource Decrease	<u>\$ (138,605)</u>	Requirement Decrease	<u>\$ (138,605)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and to reduce infrastructure improvements.

**NOTICE OF A PUBLIC HEARING
FOR BUDGET REDUCTIONS**

FUND: Public Works

Beginning Fund Balance	\$ (13,222)	Contingency	\$ (3,222)
Franchise Fees	<u>10,000</u>		
Resource Decrease	<u>\$ (3,222)</u>	Requirement Decrease	<u>\$ (3,222)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and reduce contingency funds.

FUND: Water Reserve

Beginning Fund Balance	\$ (422)	Capital Outlay	\$ (1,422)
Interest On Investments	<u>(1,000)</u>		
Resource Decrease	<u>\$ (1,422)</u>	Requirement Decrease	<u>\$ (1,422)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and reduced investment interest and reduced infrastructure expenditures.

FUND: Capital Improvement & Maintenance

Beginning Fund Balance	\$ (3,742)	Materials & Services	\$ (3,742)
Resource Decrease	<u>\$ (3,742)</u>	Requirement Decrease	<u>\$ (3,742)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and reduce expenditures for building maintenance.

FUND: Watershed Enhancement

Beginning Fund Balance	\$ (2,324)	Capital Outlay	\$ (2,759)
Interest On Investments	<u>(435)</u>		
Resource Decrease	<u>\$ (2,759)</u>	Requirement Decrease	<u>\$ (2,759)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and reduced investment interest and reduced infrastructure expenditures.

**NOTICE OF A PUBLIC HEARING
FOR BUDGET REDUCTIONS**

FUND: Airport

Beginning Fund Balance	<u>\$ (42,688)</u>	Capital Outlay	<u>\$ (42,688)</u>
Resource Decrease	<u>\$ (42,688)</u>	Requirement Decrease	<u>\$ (42,688)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and reduce expenditures for airport improvements.

FUND: Emergency Medical Services

Beginning Fund Balance	\$ (786)	Capital Outlay	\$ (846)
Interest On Investments	<u>(60)</u>		<u> </u>
Resource Decrease	<u>\$ (846)</u>	Requirement Decrease	<u>\$ (846)</u>

COMMENTS To decrease revenues to reflect actual beginning fund balance and reduced investment interest and reduced equipment purchases.

RESOLUTION #3726

**A RESOLUTION ADOPTING AND APPROPRIATING
BUDGET REDUCTIONS FOR THE 2010-2011 CITY OF SEASIDE BUDGET**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby adopts the following budget reduction for 2010-2011; and

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2010, and for the purpose shown below are hereby adjusted and appropriated as follows:

	General Revenue		
	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 426,829	\$ (38,984)	\$ 387,845
Admin Cost - Water	96,518	0	96,518
Admin Cost - Sewer	108,178	0	108,178
Admin Cost - State Tax Stre	17,868	0	17,868
Admin Cost - Conv Center	103,144	0	103,144
Admin Cost - District Road	3,420	0	3,420
Admin Cost - Downtown Ma	5,504	0	5,504
Admin Cost - Public Safety	293,919	0	293,919
Admin Cost - Community Dr	35,754	0	35,754
Admin Cost - Public Works	70,163	0	70,163
Tax Base	2,915,029	0	2,915,029
Est Taxes Not Rec'd	(262,353)	0	(262,353)
Delinquent Taxes	100,000	0	100,000
Tax Offsets	20,000	0	20,000
Interest On Investments	7,000	0	7,000
Interest On Tax Receipts	16,000	0	16,000
Liquor License Fee	1,700	0	1,700
Bus License & Rm Tax Pen	19,000	0	19,000
Room Tax - Vacation Rent	350,000	0	350,000
Cigarette Tax	7,600	0	7,600
Library Grant	5,000	0	5,000
Seaside Urban Renewal	75,000	0	75,000
Healthy Benefits Grant	1,200	0	1,200
Library	23,000	0	23,000
Community Center	7,000	0	7,000
Insurance Reimbursement	74,395	0	74,395
Rental/Sale City Property	5,000	0	5,000
Cemetery Lots	4,000	0	4,000
Miscellaneous	15,500	0	15,500
Donations	1,000	0	1,000
Total	<u>\$ 4,546,368</u>	<u>\$ (38,984)</u>	<u>\$ 4,507,384</u>

	General Expenditures		
	<u>Present</u>	<u>Changes</u>	<u>New</u>
Mayor & Council	\$ 14,462	\$ -	\$ 14,462
City Attorney	38,360	0	38,360
Business Office	403,049	3,300	406,349
Library	564,654	0	564,654
Non-Departmental	224,220	0	224,220
Community Center	44,550	0	44,550
Interfund Transfers			
Transfer - Public Safety	2,902,071	0	2,902,071
Transfer - Equip Replace	6,100	0	6,100
Transfer - Economic Dev	3,000	0	3,000
Contingency	133,949	(42,284)	91,665
Ending Fund Balance	211,953	0	211,953
Total	<u>\$ 4,546,368</u>	<u>\$ (38,984)</u>	<u>\$ 4,507,384</u>

**Water
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 839,640	\$ (71,556)	\$ 768,084
Interest On Investments	5,000	0	5,000
Gross Water Sales	1,719,000	0	1,719,000
Tap & Meter Set	15,000	0	15,000
On & Off	35,000	0	35,000
Miscellaneous	2,000	0	2,000
Total	<u>\$ 2,615,640</u>	<u>\$ (71,556)</u>	<u>\$ 2,544,084</u>

**Water
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Personal Services	\$ 656,713	\$ -	\$ 656,713
Materials & Services	429,950	0	429,950
Capital Outlay	327,500	(25,000)	302,500
Debt Services	304,360	0	304,360
Interfund Transfers	220,488	0	220,488
Contingency	68,500	(46,556)	21,944
Ending Fund Balance	608,129	0	608,129
Total	<u>\$ 2,615,640</u>	<u>\$ (71,556)</u>	<u>\$ 2,544,084</u>

**State Tax Street
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 104,934	\$ (150,605)	\$ (45,671)
Interest On Investments	1,000	0	1,000
State Gas Tax	306,900	12,000	318,900
Surface Transportation	180,000	0	180,000
Miscellaneous	5,500	0	5,500
Total	<u>\$ 598,334</u>	<u>\$ (138,605)</u>	<u>\$ 459,729</u>

**State Tax Street
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Materials & Services	\$ 162,200	\$ -	\$ 162,200
Capital Outlay	328,266	(138,605)	189,661
Interfund Transfers	17,868	0	17,868
Ending Fund Balance	90,000	0	90,000
Total	<u>\$ 598,334</u>	<u>\$ (138,605)</u>	<u>\$ 459,729</u>

**Public Works
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 57,855	\$ (13,222)	\$ 44,633
Transfer - Water (Fran)	123,970	0	123,970
Transfer - Sewer (Fran)	110,376	0	110,376
Transfer - Room Tax	78,010	0	78,010
Interest On Investments	200	0	200
Franchise Fees	560,000	10,000	570,000
State Marine	7,600	0	7,600
Seaside Urban Renewal	17,250	0	17,250
Engineering	1,000	0	1,000
Miscellaneous	4,000	0	4,000
Donations	20,000	0	20,000
Total	\$ 980,261	\$ (3,222)	\$ 977,039

**Public Works
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Engineering	\$ 233,348	\$ -	\$ 233,348
Public Works	482,070	0	482,070
City Parks	159,354	0	159,354
Non-Departmental	170	0	170
Interfund Transfers	93,504	0	93,504
Contingency	11,815	(3,222)	8,593
Total	\$ 980,261	\$ (3,222)	\$ 977,039

**Water Reserve
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 330,148	\$ (422)	\$ 329,726
Interest On Investments	3,000	(1000)	2,000
Total	\$ 333,148	\$ (1,422)	\$ 331,726

**Water Reserve
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Capital Outlay	\$ 28,788	\$ (1,422)	\$ 27,366
Ending Fund Balance	304,360	0	304,360
Total	\$ 333,148	\$ (1,422)	\$ 331,726

**Capital Improvement & Maintenance
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 164,504	\$ (3,742)	\$ 160,762
Transfer - Room Tax	78,010	0	78,010
Interest On Investments	1,000	0	1,000
Total	<u>\$ 243,514</u>	<u>\$ (3,742)</u>	<u>\$ 239,772</u>

**Capital Improvement & Maintenance
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Materials & Services	\$ 41,557	\$ (3,742)	\$ 37,815
Capital Outlay	192,957	0	192,957
Interfund Transfers	9,000	0	9,000
Total	<u>\$ 243,514</u>	<u>\$ (3,742)</u>	<u>\$ 239,772</u>

**Watershed Enhancement
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 108,094	\$ (2,324)	\$ 105,770
Interest On Investments	1,000	(435)	565
Total	<u>\$ 109,094</u>	<u>\$ (2,759)</u>	<u>\$ 106,335</u>

**Watershed Enhancement
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Materials & Services	\$ 9,094	\$ -	\$ 9,094
Capital Outlay	100,000	(2,759)	97,241
Total	<u>\$ 109,094</u>	<u>\$ (2,759)</u>	<u>\$ 106,335</u>

**Airport
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 2,307	\$ (42,688)	\$ (40,381)
State Grant	17,750	0	17,750
FAA Grant	355,000	0	355,000
Rentals/Leases	1,008	0	1,008
Total	<u>\$ 376,065</u>	<u>\$ (42,688)</u>	<u>\$ 333,377</u>

**Airport
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Materials & Services	\$ 102,200	\$ -	\$ 102,200
Capital Outlay	273,865	(42,688)	231,177
Total	<u>\$ 376,065</u>	<u>\$ (42,688)</u>	<u>\$ 333,377</u>

**Emergency Medical Services
Revenue**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Beginning Fund Balance	\$ 10,169	\$ (786)	\$ 9,383
Interest On Investments	100	(60)	40
Total	<u>\$ 10,269</u>	<u>\$ (846)</u>	<u>\$ 9,423</u>

**Emergency Medical Services
Expenditures**

	<u>Present</u>	<u>Changes</u>	<u>New</u>
Materials & Services	\$ 8,000	\$ -	\$ 8,000
Capital Outlay	2,269	(846)	1,423
Total	<u>\$ 10,269</u>	<u>\$ (846)</u>	<u>\$ 9,423</u>

Passed by the City Council of Seaside on this ____ day of _____, 2010.

Submitted to the Mayor and **Approved** by the Mayor on this ____ day of _____, 2010.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager



MEMORANDUM

TO: Honorable Mayor & City Council
FROM: Russ Vandenberg, General Manager
Jon Rahl, Director of Tourism Marketing
DATE: Wednesday, December 01, 2010
RE: City of Seaside Official Vacation Planner
Project No: 2010-09

The City received the following five proposals for the above referenced project.

Coast Food & Arts

The Daily Astorian

MediAmerica *Selected as interview finalist*

Northwest Magazines *Selected as interview finalist*

Pelican Productions *Selected as interview finalist*

A committee consisting of the Tourism Marketing Director, General Manager of the Seaside Convention Center & Visitors Bureau and the Tourism Advisory Committee met collectively to review proposals. Proposals were graded accordingly and the top three entities were asked to interview in front of said committee to present further details of their plan.

After making a detailed comparison, the Seaside Visitors Bureau and Ad-hoc committee recommend accepting the proposal from Pelican Productions to continue publishing the Seaside Vacation Planner. The rights to this agreement will give them a contract to publish the guide from 2012-2014 with an option for an additional three-year contract. We felt they presented a thorough understanding of the project, approach, presentation and references.

SEASIDE LIBRARY BOARD

The Seaside Library Board shall approve board bylaws, follow Oregon's open meetings law and public records laws, propose the annual budget to the governing body, accept donations/grants, build a good community support for the library's service, and listen, then respond to the community with the best possible solution.

The board consists of five members appointed by the Mayor subject to City Council approval. The Seaside Public Library is advised by a library board. All terms of office shall be four years beginning on December 31st, and no member shall hold office for more than two full consecutive terms.

The board shall meet at least once a month in the library at a designated time and special sessions may be called by the chairman of the board should the chairman deem it necessary.

The board shall elect a chairman and vice-chairman at the beginning of each serving year, and in the absence of the chairman, the vice chairman shall assume the duties of the chairman. The board, should it so desire, may appoint the librarian as secretary to the board to take minutes and to keep a record of its actions.

The members shall serve without salary or compensation for services rendered.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** December 13, 2010
Name: Sharon Ward
Commission/Committee: Library Board
Resignation Date: N/A
Term Expiration Date: December 31, 2010
Wants to be considered again: Yes

2. **Applicants:**

3. **Nominations:**

4. **Appointment:**

LIBRARY BOARD COMMISSION

Term of Office: 4 years

Number of Members: 5

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
SHARON WARD	225 10 TH AVENUE	739-0148	12/31/2010
JAN CLAWSON	343 HEMLOCK ST.	738-9044	12/31/2011
DON MCKAY*	2516 OREGON AVE.	738-9003	12/31/2012
JAMES SHIPLEY	284 ALPINE STREET .	717-0392	12/31/2012
MARY PETERSON	26 N. WAHANNA RD. #4	738-9344	12/31/2013

*CHAIR

SEASIDE BUDGET COMMITTEE

The Seaside Budget Committee meets publicly to review the budget documents as proposed by the budget officer. The budget committee receives the budget and budget message and provides an opportunity for the public to ask questions about and comment on the budget. The committee also approves a budget, and, if ad valorem property taxes are required, approves an amount or rate of tax for all funds that receive property taxes.

The budget committee is composed of the governing body and an equal number of electors appointed by the governing body. All members of the budget committee have equal authority. An elector is a qualified voter who has the right to vote for the adoption of any measure. If the governing body cannot find a sufficient number of electors who are willing to serve, those who are willing and the governing body become the budget committee.

Applicants for the Budget Committee need to be registered voters of the City of Seaside for at least one year prior to serving on the Committee. The appointive members of the budget committee cannot be officers, agents or employees of the local government. Spouses of officers, agents or employees of the local government are not barred from serving on the budget committee if they are qualified electors and not themselves officers, agents, or employees. Appointive members of the budget committee are appointed for three-year terms.

The committee shall elect a presiding officer from among the members at the first meeting. No member of the budget committee may receive any compensation for their services as a member of the committee.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** December 13, 2010

Name: Oliver Vernor
Les McNary

Commission/Committee: Budget Committee

Resignation Date: N/A

Term Expiration Date: December 31, 2010

Wants to be considered again: Vernor – No
McNary - Yes

2. **Applicants:**

3. **Nominations:**

4. **Appointment:**

BUDGET COMMITTEE

Term of Office: 3 years

Number of Members: 14 (Includes City Council)

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
OLIVER VERNOR	764 3 RD	738-4352	12/31/2010
LES MCNARY	1624 S. FRANKLIN	738-0759	12/31/2010
GUY WILLIAMS	1125 N. HOLLADAY DR.	738-5342	12/31/2011
REBECCA BUCK	P O BOX 1152	738-3045	12/31/2011
DANA PHILLIPS	217 BROADWAY	738-9413	12/31/2011
GAYLE SPEAR	50 7 TH AVENUE	738-7942	12/31/2012
ROBERT JOHNSON	2358 S. EDGEWOOD	717-1824	12/31/2012

SEASIDE BUILDING BOARD OF APPEALS

The Seaside Building Boards of Appeals was established in order to determine the suitability of alternate materials and methods of construction and to provide for reasonable interpretations of all city and state regulated building codes.

The Building Board of Appeals consists of five members who reside within the city limits and who are qualified by experience and training to pass upon matters pertaining to building construction. The members are appointed by the Mayor subject to City Council approval.

The Building Board of Appeals shall adopt reasonable rules and regulations for conducting its investigation and shall render all decisions and findings in writing to the Building Official and a copy to the appellant. The Building Official shall be an ex-officio member and shall act as secretary of the Board.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** December 13, 2010
Name: Shane Dean
Commission/Committee: Building Board of Appeals
Resignation Date: N/A
Term Expiration Date: December 31, 2010
Wants to be considered again: Yes
2. **Applicants:**
3. **Nominations:**
4. **Appointment:**

BUILDING BOARD OF APPEALS

Term of Office: 3 years

Number of Members: 5

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
SHANE DEAN	1800 HUCKLEBERRY	440-0915	12/31/2010
RUSS TAGGARD	P O BOX 2329/GEARHART	738-8026	12/31/2011
JONATHAN FORRESTER	1985 N. WAHANNA	717-9023 738-3425Wk.	12/31/2011
JAMES O'BRIEN	720 S. LINCOLN	738-3169	12/31/2012
CHRISTOPHER ROSE	930 13 TH AVENUE	738-3221/440-0764	12/31/2012

TOURISM ADVISORY COMMITTEE

The purpose of the Tourism Advisory Committee is to advise the Tourism Director, City Manager and City Council concerning issues related to the marketing of the City. The Seaside Tourism Director and General Manager of the Seaside Civic and Convention Center shall be the staff liaisons to the Committee.

The Committee shall consist of five members none of whom are employees of the City of Seaside. One must be a resident of Seaside while the remaining four shall be residents, or owners, or employees of businesses within the Seaside City limits. Nominees shall be recommended to the Council for appointment and preference given to the following:

- a) Representative from the Seaside Chamber of Commerce
- b) Representative from the Downtown Development Association
- c) Representative from the lodging businesses
- d) Representative from the restaurant or catering industry
- e) Representative from the at large who resides within the Seaside City limits.

All members shall serve for a term of three years. Any portion of a term exceeding one-half the period of the term shall be considered a term.

Each year, the first meeting of the Committee, the members shall appoint one of their members as Chairperson and one as Vice-Chairperson. One of the Committee members will serve as Secretary. Minutes of all meetings will be filed with the City Council.

The committee shall hold a regular meeting at least once each month of the calendar year. The committee may at any regular or special meeting cancel one of the monthly meetings, and/or may change the location site. The meeting shall be open to the public. Any person appointed by the City Council to serve on this committee who misses three or more regularly scheduled meetings during a 12 month period shall be notified by letter that the position must be vacated. The individual may appeal the decision to the City Council. (A 12 month period is defined as beginning in January of each calendar year.)

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** December 13, 2010

Name: Marci Utti
Shaun Wagner

Commission/Committee: Tourism Advisory Committee

Resignation Date: N/A

Term Expiration Date: December 31, 2010

Wants to be considered again: Utti - Yes
Wagner - Yes
2. **Applicants:**
3. **Nominations:**
4. **Appointment:**

TOURISM ADVISORY COMMITTEE

Term of Office: 3 years
Number of Members: 5

Chairperson*
Vice Chairperson**
Secretary***

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXP.</u>
MARCI UTTI	1423 S FRANKLIN	440-1018	12/31/2010
SHAUN WAGNER*	30 N. PROM	738-9571	12/31/2010
VIRGINIA DIDEUM	1941 BEACH DR.	739-2776	12/31/2011
KEITH CHANDLER**	200 N. PROM	440-4040	12/31/2012
ANGELA CLARK	451 17 TH	739-1874	12/31/2012