

**AGENDA SEASIDE CITY COUNCIL MEETING
JANUARY 10, 2011 3:30 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. SWEARING IN MAYOR AND COUNCILOR
4. ROLL CALL
5. APPROVAL OF AGENDA
6. COMMENTS – PUBLIC
7. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
8. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS - \$443,075.53
 - b) APPROVAL OF MINUTES – DECEMBER 13, 2010 REGULAR MINUTES
9. UNFINISHED BUSINESS:
 - a) VACANCY – BUDGET COMMITTEE
10. NEW BUSINESS:
 - a) REQUEST – WAIVE BUSINESS LICENSE FEE FOR SEASIDE ESTUARY PROPERTIES, 2561 N. ROOSEVELT
 - b) UPDATE – ADOPTION PROCESS FOR THE TRANSPORTATION SYSTEM PLAN (TSP), Kevin Cupples
 - c) UPDATE – NORTH HOLLADAY IMPROVEMENT PROJECT, Neal Wallace
 - d) VACANCY – CONVENTION CENTER COMMISSION
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 Jay Barber, Stubby Lyons, Tita Montero and Larry Haller.

Absent: Councilor Don Johnson

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

AGENDA Mayor Larson stated Student Council Representative Taylor Ames asked to leave the Council meeting early to attend an event at the Seaside High School. Mayor Larson asked to move agenda item 11, Comments from the Student Representative, after item 4, Approval of the Agenda.

Motion to approve the December 13, 2010, agenda as amended; carried unanimously. (Lyons/Barber)

COMMENTS – STUDENT REPRESENTATIVE Taylor Ames, Student Council Representative, stated the first term of the school year had come to an end and students were now in the second week of the second term. Seaside High School was celebrating Holiday Week which was not a competition but was a dress up friendly fun week for students and also a week in which students raise money and food which goes to the Seaside food bank. The winter activities had started and the Mr. Seaside High School (SHS) show started this evening at 7:00 pm.

COMMENTS – PUBLIC Kevin O’Keane, 2525 Pine Street, Seaside, stated he would like to have an update on the improvements that were needed in the Venice Park area.

Mark Winstanley, City Manager, stated the preliminary work was finished with the improvements that were needed for the Venice Park area. The next process was to put together the preliminary cost and send out letters to property owners. Mr. Winstanley further stated the North Holladay project needed to be finished before anything could be done with the Venice Park area.

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 \$535,053.62; and November 22, 2010, minutes; carried unanimously. (Tolan/Lyons)

RECOGNITION – COUNCILOR LARRY HALLER Mayor Larson stated this was the time to recognize Councilor Haller for the many years he had given to the City of Seaside, not only as a City Councilor but also as a member of the Rotary and many other organizations. One of the most significant pieces was when Councilor Haller owned the Caramel Corn stand on Broadway. Mayor Larson presented Councilor Haller with a plaque that thanked him for the twenty-two years of dedicated service to the City of Seaside as a City Councilor.

Mr. Winstanley stated he came to work for the City in 1985 and had been in the office working for approximately two hours when Councilor Haller came into the office and said “Mark it is good that you have come to work for me”. Mr. Winstanley answered in saying Mr. Haller it is good to be working here and Councilor Haller stated do not call me Mr. Haller call me Larry. Mr. Haller had been Mr. Winstanley’s math teacher in high school and calling him Larry seemed very inappropriate. Mr. Winstanley further stated it had been a pleasure working with Councilor Haller and was truly wonderful having Councilor Haller as a teacher, Councilor, and as a good friend. Mr. Winstanley further stated Councilor Haller brought candy to the City buildings every year and staff felt it was appropriate to present Councilor Haller with seven trays of candy, one from each City department.

RECESSED Council recessed at 7:12 PM

RECONVENED Council reconvened 7:25 PM

PRESENTATION- 2009-2010 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, 2010, there was an audit performed of the financial statements in compliance with the City. Mr. Proulx further stated their opinions was an unqualified opinion and had found the statements to be fairly presented and all disclosures complete and adequate and in compliance with all relevant laws and regulations.

Mr. Proulx further stated there was also an audit performed for the City of Seaside Urban Renewal Agency and again the results were an unqualified opinion and statements were found to be fairly stated and presented. Mr. Proulx further stated all reports were open to the public.

Councilor Barber stated during the meeting with Mr. Proulx it was stated that Seaside was a very well managed City and Council was very fortunate to have Mr. Winstanley who had a deep background in City management and accounting which made the audit work much more efficient.

Motion accepting the 2009-2010 City of Seaside Audit; carried unanimously.
(Lyons/Montero)

**WESTERN OREGON
WASTE**

Mayor Larson stated there was a letter that had been written to Western Oregon Waste (WOW) who was being purchased by Recology. The letter stated Council would continue to allow WOW to continue with all existing formal or informal obligations and agreements involving the City or its residents.

Mr. Winstanley stated Dan Van Thiel, City Attorney, was not able to attend the City Council meeting but one of the tasks that was given to Mr. Van Thiel was to look into the franchise agreement to discuss with the WOW Attorney the ins and outs of the stock purchase between Recology and WOW. Mr. Van Thiel wrote in a letter that in his perspective, Recology was an excellent company and Mr. Van Thiel did not perceive any problems with the City of Seaside approving the franchise transfer. Mr. Winstanley further stated in addition there was a letter from the WOW attorney that stated the franchise agreement with the current franchisee would remain in full force in effect, the assets in franchise obligations of WOW would remain unaffected by the stock transfer, the operations of WOW would remain unchanged, the management of WOW would stay in place after the transfer of majority control, the line staff of WOW would all retain their positions and maintain their existing relationships with the City, and the greater financial resources of Recology would provide additional assurance that the franchisee would be able to make capital improvements to WOW facilities as and when needed.

Laura Leebrick, Western Oregon Waste, stated she was here to answer any questions that Council may have and further stated she was very enthusiastic about the change and that both companies had similar philosophies which were customers always came first, relationships with jurisdictions would continue to be very important, and the employees were treated very well.

Mayor Larson stated he had spoken with Mayor Van Dusen from Astoria who recently visited Recology and was very impressed with the high level of recycling. Mayor Larson further stated he noticed there was an article in the newspaper about a generous contribution that was made to the City of Astoria from Recology for the Arts and asked if that would be something the City of Seaside could apply for and receive money.

Ms. Leebrick stated WOW had a giving philosophy and gave to a number of organizations. The donation from Recology to the City of Astoria was made prior to the ownership of WOW.

Motion to accept the letter to be signed by Mark Winstanley, City Manager, for the Proposed WOW Stock Transfer; carried unanimously. (Haller/Barber)

LIQUOR LICENSE

Council considered an application for a liquor license for Marco Polo Restaurant, 111 Broadway, Ste 3. The applicant was applying for a Full On-Premise Sales License, which would be for a new outlet.

Councilor Montero asked when the restaurant would be opened.

Warren Kan, stated hopefully sometime within the beginning of the New Year.

Councilor Montero asked what type of Cuisine would be served.

Mr. Kan stated primarily the restaurant would be a pasta house.

Motion to approve a Full On-Premise Sales License for Marco Polo Restaurant, 111 Broadway, Ste 3; carried unanimously. (Haller/Barber)

PUBLIC HEARING

This was the duly advertised time and place to hold a public hearing regarding Adopting and Appropriating a Supplemental Budget of more than 10 percent to the 2010-2011 City of Seaside Budget.

Mr. Winstanley explained the resolutions were all budget resolutions and were housekeeping issues. Council received the audit reports and something that needed to be done was to make certain adjustments to the budget based on what the ending fund balances were that were received. Mr. Winstanley further stated Resolution #3724 adopted and appropriated a supplemental budget of more than 10 percent to the 2010-2011 City of Seaside Budget. The resolution dealt with the Sewer Department and the Library Trust Fund which was being adjusted based on the audit report.

RESOLUTION #3724

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

Mayor Larson opened the public hearing.

Merlin Humpal, 2481 Oregon Avenue, Seaside, asked where the public notices were published.

Mr. Winstanley stated the notices were published in the Seaside Signal.

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

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

Motion to read Resolution #3724 by title only; carried unanimously. (Montero/Tolan)

Motion to adopt Resolution #3724; carried unanimously. (Montero/Barber)

RESOLUTION #3725

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

Mr. Winstanley stated the resolution adopted and appropriated supplemental budgets of less than 10 percent to the 2010-2011 City of Seaside Budget. Mr. Winstanley further stated the beginning fund balances were higher than anticipated and the correct amount was being re-budgeted.

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

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

Motion to read Resolution #3725 by title only; carried unanimously. (Montero/Barber)

Motion to adopt Resolution #3725; carried unanimously. (Barber/Haller)

PUBLIC HEARING

This was the duly advertised time and place to hold a public hearing regarding Adopting and Appropriating Budget Reductions for the 2010-2011 City of Seaside Budget.

Mr. Winstanley explained the resolution adopted and appropriated budget reductions for the 2010-2011 City of Seaside Budget. A number of funds were not meeting the expectations for the budget at the end of the year and there needed to be adjustments made to those balances.

RESOLUTION #3726

A RESOLUTION ADOPTING AND APPROPRIATING BUDGET REDUCTIONS FOR THE 2010-2011 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, and there were no comments.

Motion to read Resolution #3726 by title only; carried unanimously. (Tolan/Montero)

Motion to adopt Resolution #3726; carried unanimously. (Haller/Tolan)

**BID RESULTS –
SEASIDE VACATION
PLANNER**

Mayor Larson stated there were proposals for the City of Seaside Official Vacation Planner. A committee consisting of the Tourism Marketing Director, General Manager of the Seaside Convention Center and Visitors Bureau and the Tourism Advisory Committee met collectively to review proposals. Proposals were graded accordingly and the top three entities MediAmerica, Northwest Magazines, and Pelican Productions, were asked to interview to present further details of their plans. Mayor Larson further stated after making a detailed comparison, the Seaside Visitors Bureau and Ad-hoc committee recommended accepting the proposal from Pelican Productions to continue publishing the Seaside Vacation Planner. The rights to this agreement would give Pelican Productions a contract to publish the guide from 2012-2014 with an option for an additional three-year contract. Pelican Productions presented a thorough understanding of the project, approach, presentation and references.

Motion accepting the bid from Pelican Productions for the Seaside Vacation Planner; carried unanimously. (Barber/Haller)

**VACANCY –
LIBRARY BOARD**

Mayor Larson stated there was one vacancy on the Library Board with one term expiration. Sharon Ward wished to be reappointed.

Motion to reappoint Sharon Ward to the Library Board; carried unanimously. (Haller/Montero)

Term expiration for Sharon Ward would be December 31, 2014.

VACANCY –
BUDGET COMMITTEE

Mayor Larson stated there were two vacancies on the Budget Committee with two term expirations. Les McNary wished to be reappointed but Oliver Vernor was ending his term.

Motion to reappoint Les McNary to the Budget Committee; carried unanimously.
(Montero/Haller)

Mayor Larson asked the press to advertise the vacancy.

Term expiration for Les McNary would be December 31, 2013.

VACANCY –
BUILDING BOARD
OF APPEALS

Mayor Larson stated there was one vacancy on the Building Board of Appeals with one term expiration. Shane Dean wished to be reappointed.

Motion to reappoint Shane Dean to the Building Board of Appeals; carried unanimously.
(Haller/Barber)

Term expiration for Shane Dean would be December 31, 2013.

VACANCY –
TOURISM ADVISORY
COMMITTEE

Mayor Larson stated there were two vacancies on the Tourism Advisory Committee with two term expirations. Marci Utti and Shaun Wagner wished to be reappointed.

Motion to reappoint Marci Utti and Shaun Wagner to the Tourism Advisory Committee; carried unanimously. (Montero/Tolan)

Term expiration for Marci Utti and Shaun Wagner would be December 31, 2013.

COMMENTS – COUNCIL

Councilor Lyons stated the Tree Lighting Ceremony right after Thanksgiving was a very fun event to be involved with which turned out very well. Councilor Lyons further stated the Oceanview Hotel hosted the awards banquet for the Seaside Football Team and the staff did an excellent job. Councilor Lyons further stated he enjoyed serving with Councilor Haller who was one of the brightest men ever known and a great mentor.

Councilor Montero stated she attended My Fair Lady at the Coaster Theatre and highly recommended the play.

Councilor Tolan thanked Councilor Haller for his dedication to Seaside and for mentoring him the last eight years on the City Council. Councilor Tolan thanked Councilor Haller for being such a great friend.

Councilor Barber stated it had been a privilege to serve on the City Council with Councilor Haller.

Councilor Haller thanked everyone for their comments which he really appreciated and stated he worked together with everyone as a group and it was sad leaving but was his time to go. Councilor Haller further stated he was very proud of Mayor Larson and all the good things that had been accomplished while he had been the Mayor of Seaside.

Mayor Larson stated he had relied heavily on Councilor Haller and thanked him for everything he had done. Mayor Larson further stated he attended a wonderful dinner at the Governors Hotel for the Seaside Transportation System Plan which won the 2010 project of the year.

COMMENTS – STAFF

Neal Wallace stated he also attended the dinner at the Governors Hotel which was the 25th Anniversary of the Woman's Transportation Summit. The Woman's Transportation Summit was an international organization with Portland being just one of many chapters. The City of Seaside was honored and the award was presented to the Mayor from the Oregon Department of Transportation (ODOT).

Councilor Barber asked when the plan would come into effect.

Mr. Winstanley stated there were a number of items that needed to be done to adopt the Seaside Transportation System Plan (TSP). The Planning Commission would conduct a meeting to consider the TSP and Council would consider the TSP for adoption sometime in March, 2011. The TSP also would need to be accepted by the State of Oregon and adopted by Clatsop County.

Councilor Montero asked if the timeline was correct.

Mr. Winstanley stated the timeline was correct.

Bob Mitchell, Building Official, stated it had been great working with Councilor Haller and he would be missed.

Russ Vandenberg, Seaside Convention Center and Visitors Bureau General Manager, expressed his appreciation for Councilor Haller for all he had done with the Convention Center and serving on the City Council.

Dale Kamrath, Seaside Fire Chief, thanked the Council for their support of the fire department and stated it was a pleasure knowing Councilor Haller for the four years he had served as Fire Chief

Bob Gross, Seaside Police Chief, stated he had enjoyed working with Councilor Haller in a number of projects and wished him well and long health. Chief Gross thanked Mr. Wallace for the great lunch he served for the City of Seaside employees.

Gini Dideum, Chamber Representative, stated there was a Chamber of Commerce open house on Thursday, December 16, 2010, from 5:00 – 7:00 pm.

Mr. Winstanley stated the audit was very good but credit needed to be given to the staff of the City of Seaside like the office staff at City Hall who have done a marvelous job of making sure everything was taken care of and also the department heads who made sure their budgets, expenditures, and revenues were showing up and also by handling the management of their departments within the City.

ADJOURNMENT

The regular meeting adjourned at 8:14 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR

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: January 10, 2011

Name: **Oliver Vernor**
Dana Phillips

Commission/Committee: Budget Committee

Resignation Date: **Phillips – January 3, 2011**

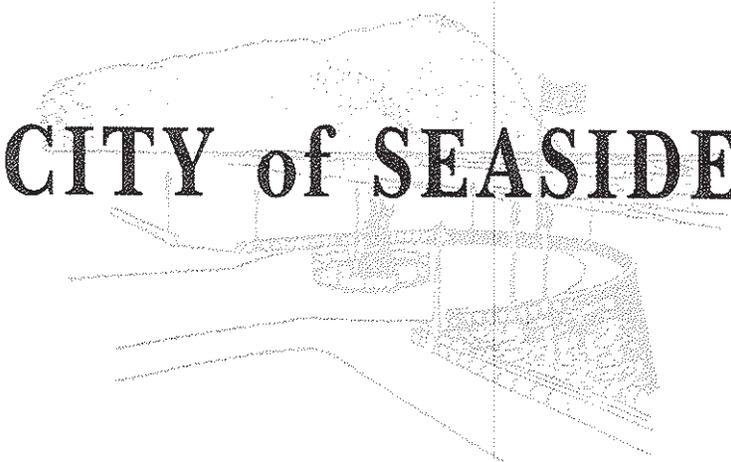
Term Expiration Date: **December 31, 2010 – Vernor**
December 31, 2011 – Phillips

Wants to be considered again: Vernor – No
Phillips – No

2. Applicants:

3. Nominations:

4. Appointment:



CITY of SEASIDE

OREGON'S
F A M O U S
A L L - Y E A R
R E S O R T

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

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>
VACANCY			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
VACANCY			12/31/2011
GAYLE SPEAR	50 7 TH AVENUE	738-7942	12/31/2012
ROBERT JOHNSON	2358 S. EDGEWOOD	717-1824	12/31/2012
LES MCNARY	1624 S. FRANKLIN	738-0759	12/31/2013

Memo

To: Mayor and City Council
From: City Manager's Office
Date: 1/10/2011
Re: Clatsop Shores Business License

The Clatsop County Housing Authority has requested the City Council waive the 2011 business license fee of \$210.00 for the Seaside Estuary Property (Clatsop Shores) located at 2561 N. Roosevelt, Seaside. The Clatsop Shores Apartments provides safe and affordable housing for low-income families in Clatsop County.



CLATSOP COUNTY HOUSING AUTHORITY

1508 Exchange Street, Suite 101
Astoria Oregon, 97103
(503) 325-2880 FAX (503)325-1240

Mark Winstanley, City Manager
City of Seaside
989 Broadway
Seaside, OR

December 8, 2010

RE: Business License for Clatsop Shores
Business ID 2111

Dear Mark,

As you know, Clatsop County Housing Authority (CCHA) purchased the condo development Seaside Estuary properties in March, 2009. CCHA renamed the development "Clatsop Shores" which now houses workforce families.

CCHA's mission is to provide safe and affordable housing for low-income families in Clatsop County. CCHA is not a special taxing district in Clatsop County; and, therefore, must fund its affordable housing development utilizing State and Federal grants.

As a tax-exempt organization under ORS 456, I am requesting the City of Seaside permanently exempt the business license renewal fee for Clatsop Shores as long as Clatsop County Housing Authority owns title to the property.

Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Lucas".

Kathy Lucas
Executive Director

Emergency Contact Form

The Seaside Police Department maintains a file of emergency contact persons in case of an emergency at your business. Please complete the form and return it along with your Business License renewal form and fee as soon possible.

Business Name: Clatsop Shores

Business Address: 25101 N Roosevelt, Apt 203, Seaside

Owner Name: Clatsop County Housing Authority

Mailing Address: 1508 Exchange St Astoria, OR 97103 (Sheila)

Owner Phone Number: 503-325-2880 Evening: 503-755-2040

Cell: 503-298-3592 (Don Work Cell)

ALARM COMPANY: None

PHONE: _____

Local Emergency Contact Information and Key Holders

1. Last Name: DeLuz First Name: Anthony
Title: Property Manager Emergency Phone:
Day: 738-9807
Evening: 503-440-8419
Cell: 503-440-8419
2. Last Name: Heino First Name: Sheila
Title: Operation Director Emergency Phone:
Day: 503-325-2880
Evening: 503-755-2040
Cell: 503-338-9947
3. Last Name: Crabtree First Name: Donald
Title: Maintenance Emergency Phone:
Day: 503-325-2880
Evening: 503-755-0234
Cell: 503-440-9360

2011 BUSINESS LICENSE RENEWAL STATEMENT

NOV 23 2010

Make checks payable to:

CLATSOP SHORES
1508 EXCHANGE ST. STE 101
ASTORIA, OR 97103

City of Seaside
989 Broadway
Seaside, OR 97138

Business ID: 2111
Statement Date: 11/18/10

Lodging:

* Apartments: 0 to 15 units \$75.00
15 units and up \$5.00/unit

Motel: 0 to 7 units \$75.00
8 units and up \$10.00/unit

TOTAL NUMBER OF UNITS: 42 - \$210⁰⁰

Amount Paid: Requesting Continued Exemption
Letter Attached
If you are no longer in business please notify City Hall.

Note new mailing address: _____
City: _____ St: _____ Zip: _____

To assure proper credit to your account, please return this portion with your payment.

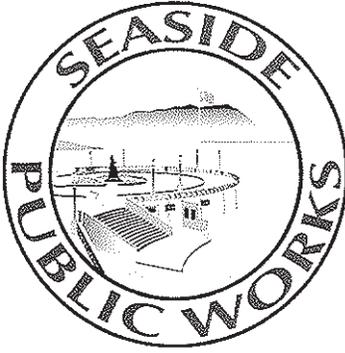
Retain this portion for your records.

CLATSOP SHORES
Business ID: 2111

IN ACCORDANCE WITH CITY CODE OF ORDINANCE 110.06, ALL BUSINESS LICENSE RENEWAL FEES ARE DUE JANUARY 1ST OF EACH YEAR. IF NOT PAID BY FEBRUARY 1ST OF EACH YEAR THE LICENSE IS CONSIDERED DELINQUENT AND A 50% PENALTY WILL BE IMPOSED.

Paid: _____

Check #: _____



MEMO

January 10, 2011

From: Neal Wallace

To: The Honorable Mayor and City Council

Re: North Holladay

Construction elements for the North Holladay Project are completed. Staff will conduct the final walk through with Big River this week. The final piece to construction was the addition of two catch basins to the 12th Avenue intersection. The basins have been installed and Clean Sweep has been contracted to pave the intersection and do final paving at the Prom Bike Shop. Street lights are in, pavement has been striped, sidewalk segments are patched, fences and walls are repaired, and we are ready to wrap this up. The old mail boxes should be removed this week. There are a couple items that kept us from making a final on the project: First is the set of utility as-builts that we are owed. Big River is in the process of hiring a surveyor to complete that work. Second is the monument replacement survey. During the course of construction, a few survey monuments were either disturbed or destroyed. We are required by law to replace those monuments and file the appropriate map with the County Surveyor. Big River is also working with a land surveyor to complete that task. When these are completed we will prepare a final report to ask Council to accept and finalize the project.

SEASIDE CIVIC AND CONVENTION CENTER COMMISSION

The purpose of the Seaside Convention Center Commission is to be an advisory body to make recommendations to the City Council on matters concerning the Civic and Convention Center. The Commission shall make recommendations concerning policy matters related to the Civic Convention Center. The Civic and Convention Center Commission shall advise the Convention Center Manager, City Manager and City Council on all items relating to the operation of the Civic and Convention Center including but not limited to: Contracts; Building Improvements; Employment of Civic and Convention Center Manager; Rentals; and Budget.

The commission consists of seven members who are not employees of the city and shall be residents, or owners or employees of businesses within the city limits of Seaside.

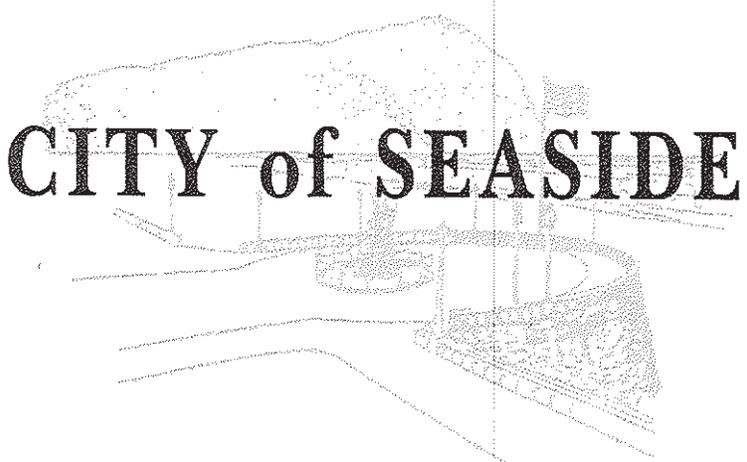
Each year, at the first Commission meeting in November, the members shall appoint one of their members as Chairperson and one as Vice-Chairperson. The center manager shall serve as Secretary to the Civic and Convention Center Commission.

The Commission shall hold a regular meeting at least once each month of the calendar year. The meetings shall be open to the public. Any person appointed 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.)

The members shall serve without salary or compensation of any nature.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** January 10, 2011
Name: Dana Phillips
Commission/Committee: Convention Center Commission
Resignation Date: January 3, 2011
Term Expiration Date: October 25, 2013
Wants to be considered again: N/A
2. **Applicants:**
3. **Nominations:**
4. **Appointment:**



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

CONVENTION CENTER COMMISSION

Term of Office: 4 years

Number of Members: 7

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
MARK TOLAN	454 FAIRWAY CT.	738-0982	10/25/2012
SETH MORRISEY	PO BOX 333	440-2138	10/25/2012
JEFF KILDAY	P O BOX 1031	738-3018	10/25/2013
VACANCY			10/25/2013
TERRY BICHSEL**	414 N. PROM	738-3334	10/25/2013
MARC POSALSKI	P O BOX 980	503-440-4797	10/25/2014
RANDY FRANK*	454 HIGHLAND	738-7379/4331	10/25/2014

*CHAIR

**VICE CHAIR