

**AGENDA SEASIDE CITY COUNCIL MEETING  
NOVEMBER 6, 2013 8:00 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 -- \$128,986.43
  - b) APPROVAL OF MINUTES -- OCTOBER 28, 2013 REGULAR MINUTES
8. UNFINISHED BUSINESS:
  - a) VACANCY -- TOURISM ADVISORY COMMITTEE
9. NEW BUSINESS:
  - a) CONSIDERATION OF RECOMMENDATION FROM THE TRANSPORTATION ADVISORY COMMISSION - SELECTION OF ENGINEER FOR THE AVENUE 'U' BRIDGE PROJECT
  - b) RESOLUTION #3808 -- A RESOLUTION OF THE CITY OF SEASIDE, OREGON, REGARDING THE CLATSOP ECONOMIC DEVELOPMENT RESOURCES
    - PUBLIC COMMENTS
    - COUNCIL COMMENTS
    - MOTION TO READ BY TITLE ONLY -- ALL IN FAVOR AND OPPOSED
    - MOTION TO ADOPT -- ALL IN FAVOR AND OPPOSED
  - c) VACANCY -- PLANNING COMMISSION
10. COMMENTS FROM STUDENT REPRESENTATIVE
11. COMMENTS FROM THE COUNCIL
12. COMMENTS FROM THE CITY STAFF
13. 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](http://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 Don Johnson; Councilors Tita Montero, Jay Barber, Randy Frank, Stubby Lyons, and Dana Phillips.

Absent: None

Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Neal Wallace, Public Works Director; Joey Daniels, Seaside Fire Chief and Dan Leary, Student Representative.

**AGENDA** Motion to approve the October 28, 2013 agenda; carried unanimously. (Frank/Lyons)

**PROCLAMATIONS** Councilor Lyons read a proclamation for Veteran’s Day.

Councilor Frank read a proclamation for Aviation Appreciation Month.

**COMMENTS – STUDENT REPRESENTATIVE** Danny Leary, Student Representative, stated students had a slow week at school with parent/teacher conferences with a half day of school on Thursday and no school on Friday. Mr. Leary further stated the girl’s soccer team is going to playoffs and the boy’s football team made it to the playoffs and will play South Umpqua in Seaside on Friday, November 1, 2013. There had not been a Seaside team going to playoffs since 2007.

**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 \$379,879.01; and October 14, 2013, regular minutes; 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 term expiration for Marci Utti who wished to be reappointed. Mayor Larson suggested the vacancy be announced to the press and Council would keep the vacancy open for applications.

Council consensus to leave the vacancy open for the Tourism Advisory Committee.

**LIQUOR LICENSE APPLICATION** Mayor Larson stated there was a liquor license application received from the Seaside Stop and Go Shell located at 860 S. Roosevelt. Mayor Larson further stated this was for a change of ownership and the business was applying for an Off-premises Sales License. Mayor Larson asked if the owner Tek Sandhu was present, and the owner was present for questions.

Motion to approve the Off-Premises Sales License for Seaside Stop and Go Shell, located at 860 S. Roosevelt; carried unanimously. (Barber/Johnson)

**LIQUOR LICENSE APPLICATION** Mayor Larson stated there was a liquor license application received from UnderSea Coffee located at 26 Avenue ‘A’. Mayor Larson further stated this was for a change of ownership and the business was applying for an Off-premises Sales License. Mayor Larson asked if the owner Rebecca Hoth was present, and the owner was present for questions.

Councilor Frank asked what the change of ownership was.

Rebecca Hoth, UnderSea Coffee owner, stated the change of ownership was the former owners had sold the business to her and she relocated here from Boise, Idaho.

Councilor Barber asked if the business was in the lobby at WorldMart.

Ms. Hoth stated UnderSea Coffee was located in the lobby and a couple of months ago had received a liquor license for Off-Premise Sales.

Councilor Barber stated for the convenience of the residents.

Ms. Hoth stated for the convenience of the residents at the property.

Mayor Larson asked if he could walk in and have a glass of wine.

Ms. Hoth stated you could walk in and buy a bottle of wine but not a glass of wine.

Motion to approve the Off-Premises Sales License for Undersea Coffee, located at 26 Avenue 'A'; carried unanimously. (Frank/Lyons)

**PRESENTATION –  
CLATSOP ECONOMIC  
DEVELOPMENT  
RESOURCES (CEDR)**

Kevin Leahy, Clatsop Economic Development Resources (CEDR) Executive Director, distributed packets to the Council and stated the total business clients that CEDR served January 2012 through June 2013 had met with 242 clients, 829 counseling sessions, always free and confidential. There were a total of 1355 hours of counseling for the 242 clients, with a capital formation of \$850,000.00, 5 business starts with 71 jobs created, increased sales by \$316,078.00. There were training events that presented 63 educational workshops serving more than 700 people. Most workshops were held in both Seaside and Astoria. Mr. Leahy further stated the need for business counseling has increased dramatically over this past year and have added three part time SBDC counselors to our "team", including Jorge Gutierrez, specializing in our fast growing Hispanic business community. Mr. Leahy further stated take note the Clatsop Community College SBDC Small Business Management Program began on October 8<sup>th</sup> with a full class of eighteen business owners and managers from all corners of the country, nine month program for established business owners, and classes held at CCC South County Center the second Tuesday of each month in the evening. Mr. Leahy further stated CEDR Project Activities included hospitality/tourism/retail trade, health care, forestry/wood products, craft brewing/distilling, maritime/fishing, historic preservation, manufacturing, and entrepreneurs. Mr. Leahy further stated other items that CEDR was involved was the CEDR Business Award Event with the first event held at the Astoria Golf & Country Club on Wednesday, March 20<sup>th</sup>, with many awards given out, Workplace Training and Development with a SBDC Training and Advisory Committee that holds meetings bi-monthly, County Wide ARTS Group Ad Hoc Committee with meetings held in Seaside at the CEDR offices monthly, CEDR Membership Campaign launched this month and increasing private sector financial contributions to support CEDR growth initiatives, Col-Pac/Business Oregon which CEDR was a member of the Col-Pac Economic Development District, and the North Coast Business Park with Mr. Leahy meeting with the County Manager Scott Somers and County staff in meetings dedicated to marketing the county-owned North Coast Business Park property. Mr. Leahy further stated CEDR was also a part of the Clatsop Forestry Economic Development Committee (CFEDC), Clatsop Community College Committees, Astoria Downtown Historic District Association (ADHDA), Columbia Pacific Preservation (CPP) and Historic Preservation Program at Clatsop Community College with CEDR working with the board. There had been several meetings with that program which was very important and an award winning program but there needed to be more students to enroll in that program.

Mayor Larson asked if there were students from Tongue Point enrolled in the Historic Preservation.

Councilor Montero stated the only way that students from Tongue Point could get into the program was to be enrolled in the college program but only ten students were allowed into the college program at a time.

Mr. Leahy further stated CEDR was also a part of the Grow Oregon Program, Energy Trade of Oregon Trade Ally Meeting, County Manager/City Manager Monthly Meeting, and additional meetings of importance CEDR also participated in. Mr. Leahy further explained the CEDR 2013 Budget (Actual through September 30, 2013), and the following contributed to CEDR: Clatsop County \$60,000.00; Astoria \$7,500.00; Seaside \$7,500.00 TBC; Warrenton \$5,000.00; Cannon Beach \$2,000.00; Gearhart \$2,000.00 with a total from Cities at \$24,000.00. Sunset Empire Transportation District \$500.00; Port of Astoria \$500.00 (going back to ask for more); Pacific Power \$5,000.00; Clatsop Community Bank \$1,000.00; Westerlund Log Handlers \$1,000.00; Astoria-Warrenton Chamber of Commerce \$1,000.00; SBDC Funding – OBDD/Business Oregon \$29,804.00; SBDD Carryover \$5,050.00, Add to Base \$7,500.00 and Federal Funding SBA \$31,150.00.

Councilor Montero asked for clarification on the grid there was a baseline and a percent and that was the percent of the total and then there was actual and percent again and that was actual percent of the baseline dollars.

Mr. Leahy stated that was actual of what the total was that had come in so far. For example the revenue of \$70,752.00 there was 25% of the number was allocated from the County sponsorship.

Councilor Montero stated then it does not work out but she could see it working out if the \$15,000.00 for County sponsorship was 25% of the baseline.

Mr. Leahy apologized to Councilor Montero and stated the 25% was the percentage of the planned budget for the year.

Councilor Montero stated the column she would like to see added would be the same column that was used for baseline and what was it in terms of percent total that had accumulated so far.

Mr. Leahy stated he would make sure that was done. Mr. Leahy stated a CEDR Membership supported the united voice for business countywide, connects you to resources at local regional and stated levels, promotes a stronger, more stable and diversified local economy, supports local job creation and retention, promotes advocacy for business friendly government policy, makes workshops, training and counseling sessions available, and provides opportunities to network with other business leaders. Mr. Leahy further stated he wanted to finish with recognizing the CEDR Board Members Eric Anderson, Economic Development Director, Pacific Power; Rosemary Baker-Monaghan, Executive Director, Liberty Theatre; Brett Estes, Assistant City Manager, City of Astoria; Jay Flint, Executive Director, Sunset Empire Transportation District; Larry Galizio, President Clatsop Community College; Skip Hauke, Executive Director, Astoria/Warrenton Chamber of Commerce; Peter Huhtala, Clatsop County Commissioner; Susan Huntington, Executive Director, Seaside Chamber of Commerce; Mark Kajala, Mayor, City of Warrenton; Richard Mays, City Manager, City of Cannon Beach; Tita Montero, City Councilor, City of Seaside; Roger Nance, Jr., Vice-president and Managing Director, Westerlund Log Handlers; Larry Popkin, Campbell and Popkin LLC Attorneys; Tim Regan, Clatsop Association of Realtors; Joy Sigler, City Councilor, City of Gearhart; Erik Thorsen, CEO, Columbia Memorial Hospital; Kristi Ward, Public Relations Manager, Georgia-Pacific Wauna Mill; and Mike Weston, Interim Director, Port of Astoria. There was an annual meeting coming up November 26, 2013, and there would be voting members onto the CEDR Board.

Councilor Phillips asked for comments from Councilor Montero who served on the CEDR board as the City Council Representative.

Councilor Montero stated there was a lot of work done and there were a lot of discussions and presentations. Councilor Montero's personal view was while she knew that counseling had a confidential nature to it she would like to see more testimonials and more people saying they were being helped. On the CEDR membership handout there was a quote and a quote was no good if she didn't know who was saying it.

Mr. Leahy stated he could tell Councilor Montero whom the quote was from.

Councilor Montero stated you can tell me but would like to see it on paper because if I were supporting an organization and wanted to speak on behalf of what my experience was then there would be no problem having my name mentioned. Councilor Montero further stated CEDR falls down on the job for them was their own marketing because there was more happening then what is understood but liked to see the human side.

Mr. Leahy read two testimonials from businesses that allowed their name to be mentioned.

Councilor Phillips stated Mr. Leahy had come a long way in the last few years but when given constructive criticism from Councilor Montero it seemed he would come back at her as if saying "how dare you say that". Councilor Phillips further stated Mr. Leahy and CEDR had come so far and that he should not come across as being defensive when something was said.

Councilor Lyons asked if the Awards Ceremony would be at the Astoria Golf and Country Club in the spring.

Mr. Leahy stated that was correct sometime in March, 2014.

Councilor Lyons asked for time to vote instead of giving everyone just a week to vote.

Mr. Leahy stated this past year there was three weeks to get the nominations out but would work on getting them out sooner.

Councilor Barber stated his understanding was that there was a line item in the budget for CEDR which was \$7,500.00 annually and there was a tremendous return on the investment. When looking at the economic impact across the County it was tremendous.

Councilor Johnson thanked Councilor Montero for being the Council Representative.

Mayor Larson stated CEDR would be on the agenda for the next City Council meeting in November.

PUBLIC HEARING –  
SOUTH COUNTY  
FOOD BANK GRANT

Neal Wallace, Public Works Director, stated the City was eligible to apply for a 2013 Community Development Block Grant from the Oregon Business Development Department. Community Development Block Grant funds come from the U.S. Department of Housing and Urban Development. The grants can be used for public facilities and housing improvements, primarily for persons with low and moderate incomes. Approximately \$12 million will be awarded to Oregon non-metropolitan cities and counties in 2013.

The maximum grant that a city or county can receive is \$2,000,000.00. Mr. Wallace further stated the City would be preparing an application for a 2013 Community Development Block Grant from the Oregon Business Development Department for a South County Food Bank in Seaside, Oregon. It is estimated that the proposed project would benefit at least 11,000 persons, of whom 100% will be low or moderate income. Mr. Wallace further stated the purpose of the public hearing was for the city council to obtain citizen views and to respond to questions and comments about: community development and housing needs, especially the needs of low-and moderate-income persons, as well as other needs in the community that might be assisted with a Community Development Block Grant project; and the proposed project. Written comments were welcome by the public and would be considered by the city council in deciding whether to apply. Mr. Wallace further stated permanent involuntary displacement of persons or businesses is anticipated as a result from the proposed project. Since displacement is necessary, alternatives will be examined to minimize the displacement and provide required/reasonable benefits to those displaced. Any low-and moderate-income housing which is demolished or converted to another use will be replaced. Mr. Wallace further stated there has been a push in recent months to find a new home for the South County Community Food Bank (SCCFB) because of the desire of the Moose Club to sell their Seaside property. The Moose Club had generously allowed the SCCFB to reside in the building at 880 Avenue A for years, but the building was too small and is now in very poor condition. The SCCFB Board has investigated many properties and pursued several grant opportunities. The result of this work is the SCCFB will apply for a Community Development Block Grant (CBDG) and seek to reach an agreement with Dallas Cook for his property at 770 Avenue 'A'. A CBDG cannot be received by a private non-profit but may be received by a local municipal government. The City of Seaside would try to secure funding for the SCCFB through the grant process. Part of the process for applying for the grant was notification of the property owner and the business owner. The City had officially notified Mr. and Mrs. Cook (the property owners) and M& F Plumbing (the business owners) of our intent. Next are public notification and a public hearing. Public notices in English and Spanish had been posted at City Hall, the Library, the Food Bank, and on the City's web page. A modified notice was published in the local newspaper. Mr. Wallace further stated according to CBDG rules: The local government must furnish citizens information, including, but not limited to: the amount of CBDG funds expected to be made available for the current fiscal year, the range of activities that may be undertaken with the grant funds, the estimated amount of grant funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons, the proposed activities likely to result in displacement and the local governments ant displacement and relocation plans required under 24 CFR Part 570.488, Part 570.606, and Part 42. Mr. Wallace further stated the Maximum CBDG available statewide for projects is approximately \$12,000,000 which was the amount of funds expected to be made available during the current fiscal year. These funds would be awarded to non-metropolitan cities and counties. In general the range of activities that the funds may be used for includes projects benefitting 100% low and moderate income persons. Specifically, the range of activities for our local project include the engineering and design of the improvements to the building, purchase of the building, construction of the designed improvements, construction and project management costs, costs of built-in improvements like the walk-in cooler, heating, lighting, etc., legal and administrative costs for the project, and business relocation costs for M & F Plumbing. Shelving, seating, free standing refrigerators and freezers, or other items not permanently a part of the building are not eligible for funding. The estimated amount of grant funds to be used to benefit low and moderate income persons is \$1,500,000.00. Permanent involuntary displacement of persons or businesses is anticipated as a result of the proposed project. Since displacement is necessary, alternatives will be examined to minimize the displacement and provide required/reasonable benefits to those displaced. Any low and moderate income housing which is demolished or converted to another use will be replaced.

Mayor Larson opened the public hearing.

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

Councilor Barber stated there was no mention of the funds that had already been raised in the community for the food bank. Would those funds be an addition to the grant?

Mr. Wallace stated there was no particular match requirement for the grant and by providing the match it would not put the City in any better standing. The Community Development Block Grant dollars could only be used on the structure and permanent fixtures within the structure like a walk in cooler and light fixtures. Things like free standing refrigeration equipment, tables, chairs, desk, file cabinets, and anything like that the grant money could not be used for and had been advised to save the money that had been raised and put it towards those items needed for inside the building.

Councilor Montero stated 2013 had been mentioned and that made her think the dollars would go away at the end of the year.

Mr. Wallace stated the dollars had not become available until the end of September.

Councilor Montero asked how long the City had to get everything together with the dollars sitting there.

Mr. Wallace stated applications were taken quarterly and the plan was to submit the application prior to the end of the year

Councilor Montero stated she noticed part of the grant money would go towards relocation cost for the current business at the location.

Mr. Wallace stated that was correct if necessary because it was housing and urban development and they could not be pushed out because they were renting the property.

**ADOPTION – NATURAL HISTORY PARK PLAN**

Mr. Wallace stated on Monday September 30, 2013, the Council met in a workshop with members of the Parks Advisory Committee (PAC). There were several purposes for the meeting and that included: Introducing the Council to the many possibilities for the Mill Ponds, reacquainting the Council to the Natural History Park Vision Plan from 2010, and presenting the recently completed Natural History Park Implementation Plan. The Implementation Plan has identified the Mill Pond area as the first major project the PAC would like to see accomplished but it must be understood that there is no easy way to accomplish a plan for the Mill Ponds. At this point in time there was no funding but even more important was there was no real consensus of a plan. Other items discussed in the implementation plan were the creation of a natural history park board, developing a branding plan for the park, reengaging the stakeholders, and reaching out to the public. These were the entry level items that could be accomplished without spending much money. They were also items that could be used to reengage the stake holders and the public after three years of relative silence about the project. Mr. Wallace further stated the best opportunities for engagement occurred with branding, creating a logo or thematic emblem for the park and coming up with a creative, and more user friendly name for the park. Mr. Wallace further stated future expenditures of the scale required to move forward with the Mill Pond project would require approval of the Council, and that may be down the road quite a ways. Adoption of the implementation plan was needed for any forward movement in the natural history park to continue. Mr. Wallace further stated staff and the Parks Advisory Committee recommend adoption of the implementation plan.

Motion to approve the Parks Advisory Committee Natural History Park Implementation Plan; carried unanimously. (Phillips/Johnson)

**RESOLUTION #3806**

**A RESOLUTION ADOPTING AND APPROPRIATING A SUPPLEMENTAL BUDGET OF LESS THAN 10 PERCENT TO THE 2013-2014 SEASIDE ROAD DISTRICT BUDGET**

Mark Winstanley, City Manager, explained the resolution was a housekeeping item and adopted and appropriated a supplemental budget of less than 10 percent to the 2013-2014 Seaside Road District Budget. Mr. Winstanley further stated each year the City had to estimate what the tax revenue would be for the New Year, and at this time the City had now been given notice by the tax assessor's office. The adjustment of the budget was to use actual numbers as compared to budgeted numbers which would increase the road district budget.

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 #3806 by title only; carried unanimously. (Barber/Montero)

Motion to adopt Resolution #3806; carried unanimously. (Johnson/Montero)

**RESOLUTION #3807**

**A RESOLUTION ADOPTING AND APPROPRIATING A SUPPLEMENTAL BUDGET OF LESS THAN 10 PERCENT TO THE 2013-2014 CITY OF SEASIDE BUDGET**

Mr. Winstanley explained the resolution adopted and appropriated the supplemental budget of less than 10 percent to the 2013-2014 City of Seaside budget. Mr. Winstanley stated this would be for the general fund and the dollars would be transferred over to public safety which was where the tax dollars went and the contingency was being increased.

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 #3807 by title only; carried unanimously. (Lyons/Frank)

Motion to adopt Resolution #3807; carried unanimously. (Barber/Johnson)

**BID RESULTS – WWTP GENERATORS & AUTOMATIC SWITCHES**

Mr. Wallace stated the City of Seaside sold five million dollars in bonds to make improvements to the Waste Water Treatment Plant and update the electronics for our pump stations. One of the main components of the plan was to install new control systems and backup power to the block stations, the City's major sewer lift stations.

Mr. Wallace further stated the bid was for the backup power and the City received three bids for generators: Peterson CAT bid \$187,170, Cummins NW bid \$121,380, and EC Power bid \$118,063. Peterson CAT's bid, along with being the highest, had several mathematical errors, and was not considered a responsive bid. Staff recommended accepting EC Power's bid of \$118,063.00.

Motion accepting the bid from EC Power in the amount of \$118,063.00 for the Equipment Purchase of Generators and Automatic Transfer Switches for Pump Station at the Waste Water Treatment Plant (WWTP); carried unanimously. (Johnson/Montero)

**APPROVAL –  
PUBLIC WORKS  
STREET SWEEPER**

Mr. Wallace stated the City of Seaside purchased the existing street sweeper back in 2001 and it had served us pretty well over the years. Over the last two years it has taken significantly more work and money to keep it on the road. So far this fiscal year the City had spent around \$13,000.00 in repairs. The sweeper has not been operational for a few weeks and it would cost at least another \$12,000.00 to get it on the road and that will leave another major repair (wiring harness) to be done soon. Mr. Wallace further stated last year the Street Department did a demonstration run with a new Elgin Badger. The machine was a mechanical sweeper instead of a vacuum sweeper. That would eliminate our most common complaint about the old sweeper; the amount of dust it created during dry weather. Mr. Wallace further stated Owen Equipment out of Portland was the local Elgin dealer and sold the unit on either the WSDOT or NJPA contract. They do not currently have their products listed with Oregon State Purchasing Contract. The City of Seaside was a member of the National Joint Powers Alliance (NJPA) #89771 and we were authorized under ORS 279A.200 to participate in interstate cooperative procurement because the award process for the original contract was an open and impartial competitive process under the State of Minnesota's Municipal Contracting Law MS 471.345. The List price for the machine was \$195,327.50 and there was an NJPA discount of \$5,859.83. The total sale price was \$189,467.67. Mr. Wallace further stated the Street Department could make the purchase with the use of State Tax Street Funds that were authorized for use in the operation and maintenance of public roads as described in ORS 366.820 and the State Constitution. There was a machine available locally now and staff recommended Council approve the purchase of the Elgin Badger Mechanical Street Sweeper.

Councilor Barber asked where the funds would come from to pay for the sweeper.

Mr. Winstanley stated the money would come from the State Tax Street Fund and that was where the gas tax money went and gas tax money could be used for the maintenance of streets as well as reconstruction or construction of the streets and staff was advising Council to use State Tax Street money for the acquisition.

Motion to approve the purchase of an Elgin Badger Mechanical Street Sweeper in the amount of \$189,467.67; carried unanimously. (Barber/Lyons)

**CITY COUNCIL  
MEETING CHANGE**

Mayor Larson stated the next City Council meeting was scheduled for Monday, November 11, 2013, which was the Veterans Day Holiday. Mayor Larson stated in honor of Veterans Day he suggested Council change the City Council meeting from November 11, 2013 to November 6, 2013, at 8:00 pm. The Improvement Commission would meet at 7:00 pm and the City Council would meet at 8:00 pm.

Motion to change the City Council meeting from Monday, November 11, 2013, to Wednesday, November 6, 2013, 8:00 pm; carried unanimously. (Johnson/Montero)

Councilor Phillips stated she would not be attending the November 6, 2013, City Council meeting.

Councilor Barber stated he would not be attending the November 6, 2013, City Council meeting.

**COMMENTS –  
COUNCIL**

Councilor Phillips stated she was asked to speak about the League of Oregon Cities Conference and it was her recommendation that Council plan a workshop because people do not understand the ramifications of the ethic problems and the perception problem. The issue is that Council may be crossing the line if more than two Council members were conversing by email, etc. Council needed to address the ins and outs of Social Media which was a wonderful tool for the Visitors Bureau but as far as Council there were things like how long you have to keep emails and how long it was susceptible to court laws and ethic laws. Councilor Phillips further stated there was a huge discussion about never having a cell phone at the Council meeting because of the fact of perception out there. Someone in the audience might think Council was emailing or texting and those are the types of things that Council needed to be aware of. Councilor Phillips further stated she would not be at the next Council meeting but was in support of CEDR.

Councilor Frank thanked Mr. Wallace for all he did and the City staff who was very active and Council certainly appreciated all of the benefits of their work. Councilor Frank stated he was not sure how Mr. Leahy had a home because he was seen everywhere all over the County, and Councilor Frank thanked Mr. Leahy for all he did.

Councilor Frank further stated the old Thriftway building had been revitalized with a business moving in which was very nice.

Councilor Lyons stated the Seaside Football team gets the chance to play the first round state playoff game in Seaside. The Seaside Football team was playing at home on the new Astroturf Seaside had a chance at beating South Umpqua.

Councilor Johnson stated yesterday was the conclusion of the campaign brought together by Advertising Committee and Jon Rahl, "Beer 101" which had played several times on the KGW Channel and with social media. Councilor Johnson stated he decided to stop by the Seaside Brewing Company and had a Burger and Beer. The beer was made by Fort George, Astoria Brewing Company, Seaside Brewing Company, and Bills Tavern and Brewery. The beer tasted very nice and had a kick. Councilor Johnson further stated at the League of Oregon Cities Conference he attended many seminars on Urban Renewal with discussions on effective leadership and visioning since that was something the City was interested in.

Councilor Barber stated on Saturday, October 26, 2013, approximately twenty Rotarians, and twenty residents of helping hands met at the Community Garden. Part of the agreement was to keep the Community Gardens clean after the season and it was amazing how many people helped out.

Councilor Montero thanked Councilor Frank for coming out to Tongue Point last week and was a speaker for a program called Who Employers Are Looking to Hire (Wealth) and the group of students wasn't large but Councilor Frank was a favorite. Councilor Montero stated at the League of Oregon Cities Conference she attended quite a few sessions and was especially impressed by a speaker who was an instructor at the Communications and Leadership Department at University of Oregon and there were several sessions with him and one was a general session for Councilors. Councilor Montero further stated one thing that was really important to think about and know more about, was the "Generational Values and Thinking" and how that can affect the decisions we make and decisions we do not make and where people were coming from. Councilor Montero stated Jim Hunt the General speaker spoke on "How to Take Your City to Amazing" which she really enjoyed. There were sessions on Ethics Laws, population forecasting, highway access management, and one that made Councilor Montero think of her role with CEDR was called "Economic Gardening, Local Business Recruitment and Retention" bringing more business to the area.

Mayor Larson stated between the Mayor's Conference and the League of Oregon Cities Conference he could just sum up one thing so perfectly that the City, the City Council, and the Community work so well together which was absolutely marvelous. Mayor Larson further stated SOLV won a Community Group Award on Friday, October 25, 2013, for the Beach Drive Buccaneers. For the last eight years the Beach Drive Buccaneers have marched in the 4<sup>th</sup> of July Parade dressed as Pirates and handing out SOLV bags to encourage the public to take their own trash off the beach. The annual July 5<sup>th</sup>, beach clean up had produced 7.2 tons of trash in a single day which helped draw volunteers to help with the cleanup. Mike and Laurie Scott, Tom and Geni Dideum, and Mayor Larson and wife Lois went up to receive the award.

COMMENTS –  
CITY STAFF

Mr. Wallace stated he spent a good part of this last week at the American Public Works Association (APWA) conference and there were many issues with other cities trying to get approval of projects and how the staff and City Council did not work together.

Joey Daniels, Seaside Fire Chief, stated on Saturday, October 26, 2013, the fire department had the annual golf tournament which was the Glen Bard Golf Tournament. The golf tournament last year raised two \$1,000.00 scholarships and this year it was called the Glen Bard/Bob Chisholm Golf Tournament with Seaside and Gearhart working together and with all the sponsors and the turn out there was over \$7,000.00 raised.

Susan Huntington, Seaside Chamber of Commerce Director, stated the Chamber of Commerce membership drive brought in twenty-four new members. The annual awards breakfast meeting was on Friday, November 1, 2013, and the Mayor would not be there but Councilor Lyons would take his place.

Mr. Winstanley stated staff was looking for a Visioning Workshop on November 18, 2013, at 6:30 pm.

ADJOURNMENT

The regular meeting adjourned at 8:23 PM.

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Kim Jordan, Secretary

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DON LARSON, MAYOR

October 28, 2013

## **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:**                      **October 28, 2013**

**Name:**    Shaun Wagner  
   Marci Utti

**Commission/Committee:**                      **Tourism Advisory Committee**

**Resignation Date:**                              **Wagner - October 9, 2013**

**Term Expiration Date:**                        **December 31, 2013**

**Wants to be considered again:**              Wagner – No  
   Utti – Yes
  
- 2. Applicants:**  
**Marci Utti**
  
- 3. Nominations:**
  
- 4. Appointment:**

**Please Note: It is Council policy that applicants must be a city or urban growth boundary resident, business owner or employee of a business for at least one year, depending on committee/commission residency requirements.**

### CITY OF SEASIDE

Interest Form for Committee/Commission/Board Vacancies

PLEASE RETURN TO CITY HALL BY: October 23, 2013

NAME Mercer Sadie PHONE 541 / 513-1781  
Last First

ADDRESS 500 Beach Dr #4, Seaside OR 97138

MAIL ADDRESS (DIFFERENT THEN ABOVE) \_\_\_\_\_

LENGTH OF TIME IN SEASIDE New kid in town - Here to stay!

ARE YOU A REGISTERED VOTER IN SEASIDE: Yes  No

OCCUPATION Business owner, Hotel & Restaurant

PAST OCCUPATIONS Business owner - Advertising, Sales & Customer Service

List committee/commissions on which you would like to serve: Tourism Advisory Committee

List committee/commissions you are currently appointed to: None

List fields in which you have interest or ability:  
Marketing holds great interest to me, personally and for my business

List employment and volunteer activities, which may relate to service on committee/commissions:  
Oregon Welcome - Welcome Wagon business owner Community Oriented Policing Advisory Board - Port Townsend, WA  
Seaside Chamber Member  
SODA Member

List skills and special knowledge that you may have acquired from these activities:  
I started a Welcome Wagon in Eugene, OR to try to boost the community spirit, welcome new comers and showcase businesses to those new comers. Expanding upon the traditional target market to reach new demographics led to greater success.

Have you ever been convicted, pled guilty or pled "no contest" to any crime, offense, or major traffic violation? Yes ( ) No  If yes, what offense? \_\_\_\_\_

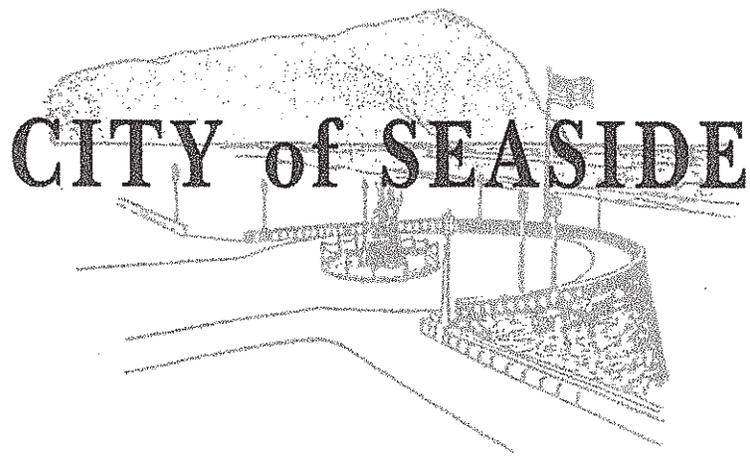
When? \_\_\_\_\_ Please explain: \_\_\_\_\_

Please list 3 references including an employer or supervisor, and people that have known you for at least 2 years. (No City Council Members, Please)

NAME	RELATIONSHIP	ADDRESS	PHONE
<u>Jim Lomax</u>	<u>Previous Employer</u>	<u>45 Division Ave, Eugene</u>	<u>503-939-8740</u>
<u>Bill Montero</u>	<u>Partner in business</u>	<u>2471 Sunset Blvd Seaside</u>	<u>503-738-0719</u>
<u>Chrissy Meyers</u>	<u>Friend</u>	<u>2928 Dahlia Ln, Eugene</u>	<u>858-349-1448</u>

I authorize, any person or entity contacted by the City of Seaside to furnish information relating to my appointment to the Commission/Committee/Board indicated above and I release any such person or entity from any and all liability for furnishing such information. I also release the City of Seaside from any and all liability for conducting such an investigation.

DATE 10/28/13 SIGNATURE Sadie Mercer



# CITY of SEASIDE

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

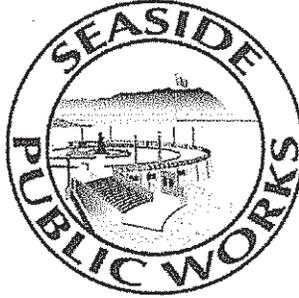
989 BROADWAY  
SEASIDE, OREGON 97138  
(503) 738-5511

## 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	12/31/2013
VACANCY			12/31/2013
VIRGINIA DIDEUM	1941 BEACH DR.	739-2776	12/31/2014
KEITH CHANDLER**	200 N. PROM	440-4040	12/31/2015
ANGELA CLARK	451 17 <sup>TH</sup>	739-1874	12/31/2015



## PUBLIC WORKS MEMORANDUM

TO: Honorable Mayor and City Council  
FROM: Neal Wallace, Public Works Director  
DATE: November 6, 2013  
RE: Avenue 'U' Bridge Project

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The Transportation Advisory Commission is meeting Wednesday, October 30, 2013, 6:00 pm, to listen to presentations given by OBEC, CH2MHILL, and OTAK, for the Avenue 'U' Bridget Project. The Transportation Advisory Commission will make a selections from the presentations and a recommendation will be provided to City Council at the Wednesday, November 6, 2013, City Council meeting.

**RESOLUTION #3708**

**A RESOLUTION OF THE CITY OF SEASIDE, OREGON,  
REGARDING ~~THE~~ CLATSOP ECONOMIC DEVELOPMENT RESOURCES**

**WHEREAS**, the goals of Clatsop Economic Development Resources is to expand, retain and recruit business and industry; and

**WHEREAS**, the targets for expansion and retention include industry clusters, increasing per-capita income, diversifying the economy and promoting managed economic growth through year round family wage jobs, and to lead delivery of professional economic development services by bringing together multi-organizational efforts; and

**WHEREAS**, the Seaside City Council, has determined that endorsement of the establishment of Clatsop Economic Development Resources would be a benefit to the communities throughout the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEASIDE:**

**SECTION 1.** The Seaside City Council agrees to partner with Clatsop Economic Development Resources and hereby approves the contribution of \$7,500.00 for the ~~fifth~~ sixth year as financial support for this program.

**PASSED** by the City Council of the City of Seaside this \_\_\_\_ day of \_\_\_\_\_, 2013.

**SUBMITTED** to the Mayor and **APPROVED** by the Mayor on this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
DON LARSON, MAYOR

ATTEST:

\_\_\_\_\_  
Mark J. Winstanley, City Manager

## SEASIDE PLANNING COMMISSION

The purpose of the Seaside Planning Commission is to recommend and make suggestions to the Council and to other public authorities concerning the laying out, widening, extending and locating of public thoroughfares, the parking of vehicles, the relief of traffic congestion, betterment of housing and sanitation conditions, and the establishment of districts for limiting the use, height, area, bulk and other characteristics of buildings and structures related to land development. The Planning Commission is to recommend to the Council and other public authorities plans for regulating the future growth, development and beautification of the city with respect to its public and private buildings and works, streets, parks, ground and vacant lots, and plans consistent with future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper service of public utilities, including appropriate public incentives for overall energy conservation, and plans for shipping and transportation facilities.

The commission consists of seven members who are not officials or employees of the city and who will be appointed by the Mayor, subject to the approval of the City Council. A minimum of five members shall reside within the city limits; a maximum of two members may reside within the urban growth boundary, but outside the city limits. All members shall serve for a term of four years. A Planning Commissioner's term of office shall commence on the first day of November of the first year of his or her term.

Each year, at the first Committee meeting in November, 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.

No more than two members of the Commission may engage principally in the buying, selling or development of real estate for profit as individuals, or be members of any partnership, or officers or employees of any corporation, which engages principally in the buying, selling or developing of real estate for profit.

The Committee 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: November 6, 2013**

**Name: Steve Winters**

**Commission/Committee: Planning Commission**

**Resignation Date: Term Expiration**

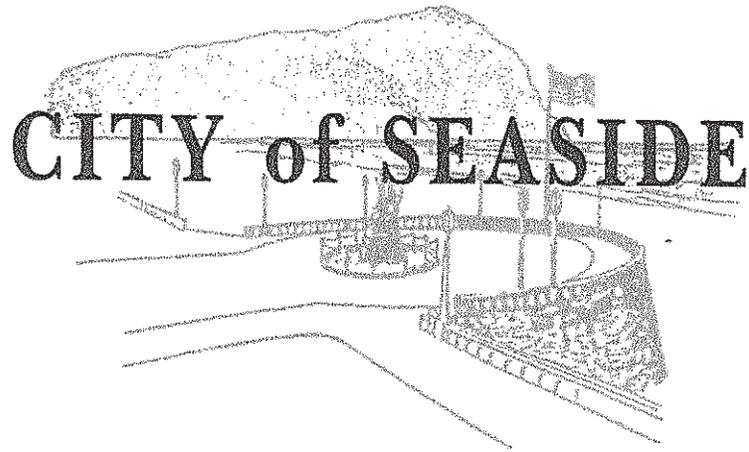
**Term Expiration Date: November 1, 2013**

**Wants to be considered again: Winters –**

**2. Applicants:**

**3. Nominations:**

**4. Appointment:**



OREGON'S  
FAMOUS  
ALL-YEAR  
RESORT

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

**PLANNING COMMISSION**

Term of Office: 4 years

Number of Members: 7

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
STEVE WINTERS	1409 STILLWATER CT.	738-3583	11/01/2013
RICHARD RIDOUT	860 BEACH DRIVE	738-8078	11/01/2014
CHRIS HOTH	420 AVENUE I	738-7861	11/01/2014
RAY ROMINE	2170 SKYLINE DR.	440-9561	11/01/2015
VIRGINIA DIDEUM	1941 BEACH DR.	738-9880	11/01/2015
*TOM HORNING	808 26 <sup>TH</sup> AVE.	738-3738/738-5770	11/01/2016
BILL CARPENTER	PO BOX 797	738-5410	11/01/2016

EX OFFICIO MEMBERS: MAYOR, CITY ATTORNEY, CITY MANAGER, CITY ENGINEER, CODE ENFORCEMENT OFFICER

\*CHAIR  
\*\*VICE CHAIR