

AGENDA SEASIDE CITY COUNCIL MEETING
APRIL 27, 2015 7:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PROCLAMATION – BE COLLEGE READY
6. PROCLAMATION – TRAVEL AND TOURISM WEEK, Jon Rahl
7. COMMENTS – PUBLIC
8. COMMENTS FROM STUDENT REPRESENTATIVE, Taylor Barnes
9. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
10. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS – \$78,926.26
 - b) APPROVAL OF MINUTES – APRIL 13, 2015 REGULAR MINUTES
11. UNFINISHED BUSINESS:
 - a) VACANCY – CITY TREE BOARD
 - b) ORDINANCE 2015-04 – AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING SEASIDE CODE OF ORDINANCE CHAPTER 110.04: UNLAWFUL, ILLEGAL OR PROHIBITED BUSINESSES NOT AUTHORIZED AND CREATING A NEW CHAPTER 118: MEDICAL MARIJUANA DISPENSARIES
 - OPEN PUBLIC COMMENTS
 - CLOSE PUBLIC COMMENTS
 - COUNCIL COMMENTS
 - MOTION FOR SECOND READING BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
12. NEW BUSINESS:
 - a) PUBLIC HEARING - ORDINANCE 2015-03 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, OREGON PURSUANT TO ORS 223.112-223.132, SETTING A PUBLIC HEARING, EXTENDING THE TERM OF THE ASSESSMENT DISTRICT FOR ECONOMIC IMPROVEMENT, KNOWN AS THE “DOWNTOWN MAINTENANCE DISTRICT”; REPEALING ORDINANCE NO. 2014-04 AND ALL ORDINANCES IN CONFLICT
 - OPEN PUBLIC HEARING
 - CLOSE PUBLIC HEARING
 - COUNCIL COMMENTS
 - MOTION FOR FIRST READING BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION FOR SECOND READING BY TITLE ONLY – ALL IN FAVOR AND OPPOSED

- b) BID RESULTS – QUATAT PARK RESTROOM REMODEL, Neal Wallace
- c) BID RESULTS - VISITORS BUREAU GUIDES, Jon Rahl
- d) BID RESULTS – SEASIDE FIRE & RESCUE OFFICE SPACE REMODEL, Joey Daniels
- e) OREGON FINE FOODS, FOOD AND BEVERAGE CONTRACT EXTENSION, Russ Vandenberg

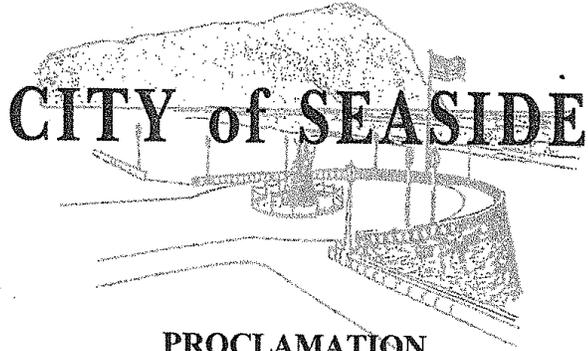
13. COMMENTS FROM THE COUNCIL

14. COMMENTS FROM THE CITY STAFF

15. 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.



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

PROCLAMATION

Whereas, a college degree or some form of post-secondary education or training is becoming the minimum credential required to get many entry-level jobs; and

Whereas, the state of Oregon has a goal that by 2025, 40 percent of adult Oregonians will have bachelor's degrees or higher, and another 40 percent will have associate's degrees or other certificates; and

Whereas, it is in the State's best interest to help provide access to higher education for our children and that encouraging parents to save for their children's education promotes that principle; and

Whereas, outstanding student loan debt in the United States continues to rise and has reached levels that threaten the opportunities of many college graduates; and

Whereas, in order to be college ready today, schools and families need to be prepared for the financial realities of achieving a higher education; and

Whereas, the State of Oregon offers the Oregon College Savings Plan to help keep students out of debt by encouraging families to save rather than borrow for the majority of college expenses; and

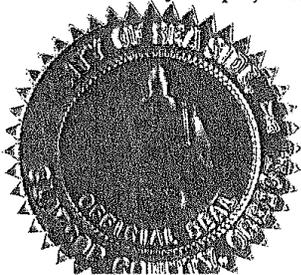
Whereas, the Oregon College Savings Plan is working with the Seaside Public School District on a "Be College Ready" program to help parents and families better understand the long-term benefits of higher education and how to reach their college planning goals.

NOW, THEREFORE, I, Don Larson, Mayor of the City of Seaside, in the State of Oregon, does hereby proclaim September as

BE COLLEGE READY MONTH

in Seaside, and urge the citizens of Seaside to join in this special observance with appropriate events and commemorations.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Seaside to be affixed this 27th day of April, 2015.



DON LARSON, MAYOR

CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

PROCLAMATION

Whereas, travel has a positive effect on Oregon and the nation's economic prosperity and image abroad, to business productivity and to individual travelers' well-being; and

Whereas, travel to and within the United States provides significant economic benefits for the nation, generating more than \$2.1 trillion in economic output in 2014, with \$927.9 billion spent directly by travelers; and

Whereas, travel is among the largest private-sector employers in the United States, supporting 15 million jobs in 2014, including 8 million directly in the travel industry and 7 million in other industries; and

Whereas, travelers' spending directly generated tax revenues of \$141.5 billion for federal, state and local governments, funds used to support essential services and programs; and

Whereas, visitors to Oregon directly generated \$10.3 billion in economic impact that directly supports more than 100,000 jobs; and

Whereas, international travel to the United States is the nation's No. 1 services export. In 2014, travel generated \$220.6 billion in exports, creating a \$74 billion trade surplus for the United States; and

Whereas, Clatsop County accounts for \$462 million in travel spending, \$20.2 million in state and local tax receipts and close to 5,000 jobs in 2013, which equate to \$134.9 million in employee earnings; and

Whereas, Seaside accounts for \$184.8 million in travel spending, \$8.1 million in state and local tax receipts and more than 2,000 jobs in 2013, which equate to \$53.9 million in employee earnings; and

Whereas, meetings, events, and incentive travel are core business functions that help companies strengthen business performance, educate employees and customers and reward business accomplishments – which in turn boosts the U.S. economy. In 2014, domestic and international business travelers spent \$283 billion; and

Whereas, leisure travel, which accounts for more than three-quarters of all trips taken in the United States, spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships; and

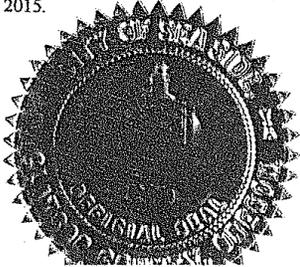
Whereas, travel is a pillar of economic growth, creating jobs at a faster rate than other sectors.

NOW, THEREFORE, I, Don Larson, Mayor of the City of Seaside, in the State of Oregon, do hereby proclaim May 2-10, 2015 as

TRAVEL AND TOURISM WEEK

in Seaside, and urge the citizens of Seaside to join in this special observance with appropriate events and commemorations.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Seaside to be affixed this 27th day of April, 2015.



DON LARSON, MAYOR

SEASIDE CITY TREE BOARD

The purpose of the City Tree Board is to study, investigate, and develop and/or update annually, a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees in parks, along streets, and in other public areas. The Tree Board, when requested by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its duties and responsibilities,

- (1) Develop criteria for city staff and/or contractors to apply in making decisions entrusted to staff and/or contractor discretion,
- (2) Designate Heritage Trees on public and private lands within the city,
- (3) Promote the planting and proper maintenance of trees through special events including an annual local celebration of Arbor Day, and
- (4) Obtain the annual Tree City USA designation by the National Arbor Day Foundation.

The Board consists of five members, appointed by the City Council for a three-year term, and who are residents, or owners or employees of businesses within the city limit.

The City Tree Board shall schedule meetings as needed and elect a chairperson and a vice-chairperson. No more than 3 unexcused absences allowed in a calendar year.

Tree Board members serve without salary or compensation of any nature.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** July 28, 2014

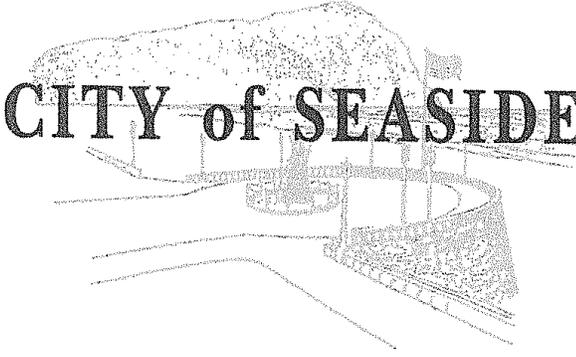
Name: Jason Smith
Richard Bailey

Commission/Committee: City Tree Board Committee

Resignation Date: N/A

Term Expiration Date: June 30, 2015

Wants to be considered again: N/A
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

CITY TREE BOARD

Term of Office: 3 years

Number of Members: 5

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
VACANCY			6/30/2015
VACANCY			6/30/2015
CRAIG SORTER	840 5 TH AVENUE	440-7201	6/30/2016
DALE MCDOWELL	3760 SUNSET BLVD.	717-8084	6/30/2017
PAM FLEMING	1255 AVENUE 'B'	738-5637	6/30/2017
NEAL WALLACE	989 BROADWAY	738-5112	STAFF REPRESENTATIVE

CITY OF SEASIDE MEMORANDUM

To: Mayor & City Council
From: Community Development Department
Date: April 27, 2015
Subject: Medical Marijuana Dispensary Ordinance 2015-04

Background:

The City Council reviewed a draft medical marijuana dispensary ordinance at their last regularly scheduled meeting, April 13, 2015. After having the first reading of the ordinance in its entirety, an amendment to the draft ordinance was supported by a majority of the Councilors. In addition to the 1000' buffers that are required around schools and other registered facilities under ORS 475.314; the amendment calls for the following additional buffers to be added:

- (1) A dispensary cannot be located less than 1000 feet from any property with an arcade that has more than 10 arcade machines accessible to minors that are in operation at the time this ordinance becomes effective.
- (2) A dispensary cannot be located less than 1000 feet from any local or state parks unless it is physically separated by a river that would impede access at the time this ordinance becomes effective. This provision does not apply to dispensaries registered with the Oregon Health Authority prior to April of 2015.

All of the amendments are noted in red within the body of the attached ordinance. These additional buffer areas are identified on the attached map and aerial photo. The arcade buffer would not be expanded if a new arcade was established after the ordinance becomes effective, and in similar fashion, the applicability of the parks buffer would not be changed if a new river crossing was established after the effective date of the ordinance.

Recommended City Council Action:

Following public testimony on the amended ordinance, review the proposed ordinance and determine if the ordinance establishing new licensing requirements for medical marijuana dispensaries should be read for the second time by title only.

ORDINANCE NO. 2015-04

**AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING SEASIDE
CODE OF ORDINANCE CHAPTER 110.04: UNLAWFUL, ILLEGAL OR
PROHIBITED BUSINESSES NOT AUTHORIZED AND CREATING A NEW
CHAPTER 118: MEDICAL MARIJUANA DISPENSARIES.**

WHEREAS, the 2013 Oregon Legislature enacted House Bill 3460 (2013) which creates a registration system for medical marijuana facilities; and

WHEREAS, House Bill 3460 (2013) directed that persons who operate or are employed by a registered medical marijuana facility would enjoy immunity from state prosecution; and

WHEREAS, the Oregon Legislature enacted Senate Bill 1531 (2014) which grants a city the authority to adopt ordinances that impose reasonable regulations on the operation of medical marijuana facilities registered under ORS 475.314 that are located in the city's jurisdiction; and

WHEREAS, this is a new industry and the City seeks to develop regulations that protect public health and safety; and

WHEREAS, the City of Seaside wishes to develop reasonable regulations for this industry; and

WHEREAS, the City of Seaside believes it is in the best interest of the health, safety and welfare of the citizens of the city to adopt and include such regulations in the Municipal Code.

NOW, THEREFORE, THE CITY OF SEASIDE ORDAINS AS FOLLOWS:

SECTION 1: Chapter 110 of the Code of Seaside is amended to read:

110.04 UNLAWFUL, ILLEGAL OR PROHIBITED BUSINESSES NOT AUTHORIZED.

The levy or collection of a license fee upon any business shall not be construed to be a license or permit of the city, to the person engaged therein, in the event such business shall be unlawful, illegal, or prohibited by the laws of the state or the United States or ordinances of the city. Notwithstanding the aforementioned provisions, a license can be issued for medical marijuana dispensaries that comply with the additional licensing requirements in Chapter 118.

SECTION 2: A new Chapter 118 is hereby created and added to the Code of Seaside to read:

Chapter 118 MEDICAL MARIJUANA DISPENSARIES

118.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the content clearly indicates or requires a different meaning:

Marijuana. As defined under ORS 475.005.

Dispensary. A medical marijuana facility registered by the Oregon Health Authority under ORS 475.314.

Cardholders. Persons authorized under Oregon's Medical Marijuana Program to buy and transfer medical marijuana. This includes patients, designated primary caregivers, person responsible for a medical marijuana facility, and person responsible for a medical marijuana grow site.

License. A medical marijuana dispensary license issued pursuant to this Chapter.

118.02 PURPOSE OF REGULATION.

To protect the public health and safety from unlawful use and sale of marijuana, all medical marijuana dispensaries shall be registered in accordance with ORS Chapter 475.300 to 475.346 and the applicable Oregon Administrative Rule (OAR 333-008).

Registration by the Oregon Health Authority is not a guarantee that a dispensary is permitted to operate under applicable local municipal regulations. All dispensaries shall comply with the regulations set forth in the *Code of Seaside*.

The regulations set forth by the City of Seaside in this chapter provide reasonable regulations that supplement the Oregon Health Authority's Medical Marijuana Program. These regulations are intended to solely address the issue of selling or dispensing medical marijuana. These regulations do not address and shall not be applied to any recreational or other use of marijuana that does not relate to the authorized use under Oregon's existing Medical Marijuana Act.

118.03 LICENSE REQUIRED.

- (A) No person shall establish, maintain or operate a dispensary within the city unless an annual license is obtained from the city. Every place or building where a dispensary is established shall be deemed a dispensary subject to the provisions of this chapter. Each licensee shall also obtain a General Business License in accordance with Chapter 110 of the Code of Seaside.
- (B) No license will be issued without proof of registration to operate a dispensary issued by the State of Oregon. The applicant for the license must also provide copies of the written detailed policies and procedures and training for employees on the policies and procedures that are used as the basis for documenting compliance with OAR 333-008-1200 (4).
- (C) The City may deny a license if any owner, manager, operator, employee, agent, or volunteer:
- (1) Has been convicted for the manufacture or delivery of a controlled substance in Schedule I or Schedule II within five years from the date the application for a license was received by the City; or
 - (2) Has been Convicted more than once for the manufacture or delivery of a controlled substance in Schedule I or Schedule II; or
 - (3) Is prohibited by a court from participating in the Oregon Medical Marijuana Program (OMMP).
- (D) Application for a license must include the information necessary for criminal record background checks for any owner, manager, operator, employee, agent, or volunteer. The City of Seaside police department will conduct all necessary background checks.
- (E) No license shall be issued until after a criminal record background check has been completed for the applicant and all individuals employed or volunteering with the dispensary.
- (F) Once the dispensary is licensed, the licensee must notify the city and submit necessary information for criminal record background checks of any new owner, manager, operator, employee, agent, or volunteer.
- (G) Each licensee shall be required to pay the applicable license fee as set by Resolution of the Seaside City Council.
- (H) The requirements of sections 118.01 to 118.04 shall apply to the owners, managers, operators, employees, agents, and volunteers of the licensee's business.

118.04 OPERATIONAL REQUIREMENTS.

- (A) Dispensaries must be located in accordance with ORS 475.314 and meet the following additional limitations:
- (1) A dispensary cannot be located less than 1000 feet from any property with an arcade that has more than 10 arcade machines accessible to minors that are in operation at the time this ordinance becomes effective.
 - (2) A dispensary cannot be located less than 1000 feet from any local or state parks unless it is physically separated by a river that would impede access at the time this ordinance becomes effective. This provision does not apply to dispensaries registered with the Oregon Health Authority prior to April of 2015.
- (B) Remain in compliance with all of the applicable provision of OAR 333-008 and specifically recognize local law enforcement officers as government officials that have jurisdiction over some aspect of the registered facility or that otherwise have authority to be on the premises of the registered facility as specified in OAR 333-008-1200 (3) (h).
- (C) Non-Operational Hours. No sale or other distribution of marijuana shall occur upon the premises or via delivery between 8:00 pm and 8:00 am.

(D) Giveaways. Dispensaries shall not distribute to consumers marijuana or marijuana-infused products free of charge.

118.05 LICENSE VALIDITY & ANNUAL REVIEW FOR RENEWAL.

A license will be valid for one calendar year and a new application for a license must be submitted each year. A previously licensed business may continue to operate during the next calendar year until the status of their new application is determined, provided a complete renewal application is submitted in December.

118.06 REVOCATION OF LICENSE

(A) A license is subject to revocation at any time for violation of this chapter or any of the provisions of state law or the applicable Oregon Administrative Rule.

(B) If at any time facts arise or become known to the City Manager that are sufficient to show violation of this chapter, state law, or Oregon Administrative Rule; the City Manager shall notify the licensee, in writing, that the license is to be revoked and that all dispensary activities must cease within 15 days.

(C) The violations need not lead to a conviction, but must establish a reasonable doubt about the licensee's ability to perform the licensed activity without danger to property, public health or safety.

118.13 SUSPENSION OF LICENSE.

(A) Upon determining that a licensed activity presents an immediate danger to person or property, the City Manager may suspend the license for the activity.

(B) The suspension shall take effect immediately on notice being received by the licensee, or being delivered to the licensee's business address, as stated on the licensee's application for the license that is being suspended.

(C) The notice shall be mailed to the licensee and state the reason for the suspension, and inform the licensee of the procedures for filing an appeal.

(D) The City Manager may continue the suspension for as long as the reason for the suspension exists, or until a decision by the appellate authority on an appeal regarding the suspension concludes the matter.

118.99 PENALTY.

(A) Any person violating any of the provisions of this chapter shall, upon conviction thereof in the municipal court of the city, be punishable by a fine not to exceed \$700.

(B) Each day a violation of a provision of this chapter constitutes a separate violation.

(C) Revocation or suspension of a license is not a penalty for violation of this chapter and it does not relieve a person of any fine for the violation.

ADOPTED by the City Council of the City of Seaside on this ___ day of _____, 2015, by the following roll call vote:

YEAS:
NAYS:
ABSTAIN:
ABSENT:

SUBMITTED to and **APPROVED** by the Mayor on this ___ day of _____, 2015.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

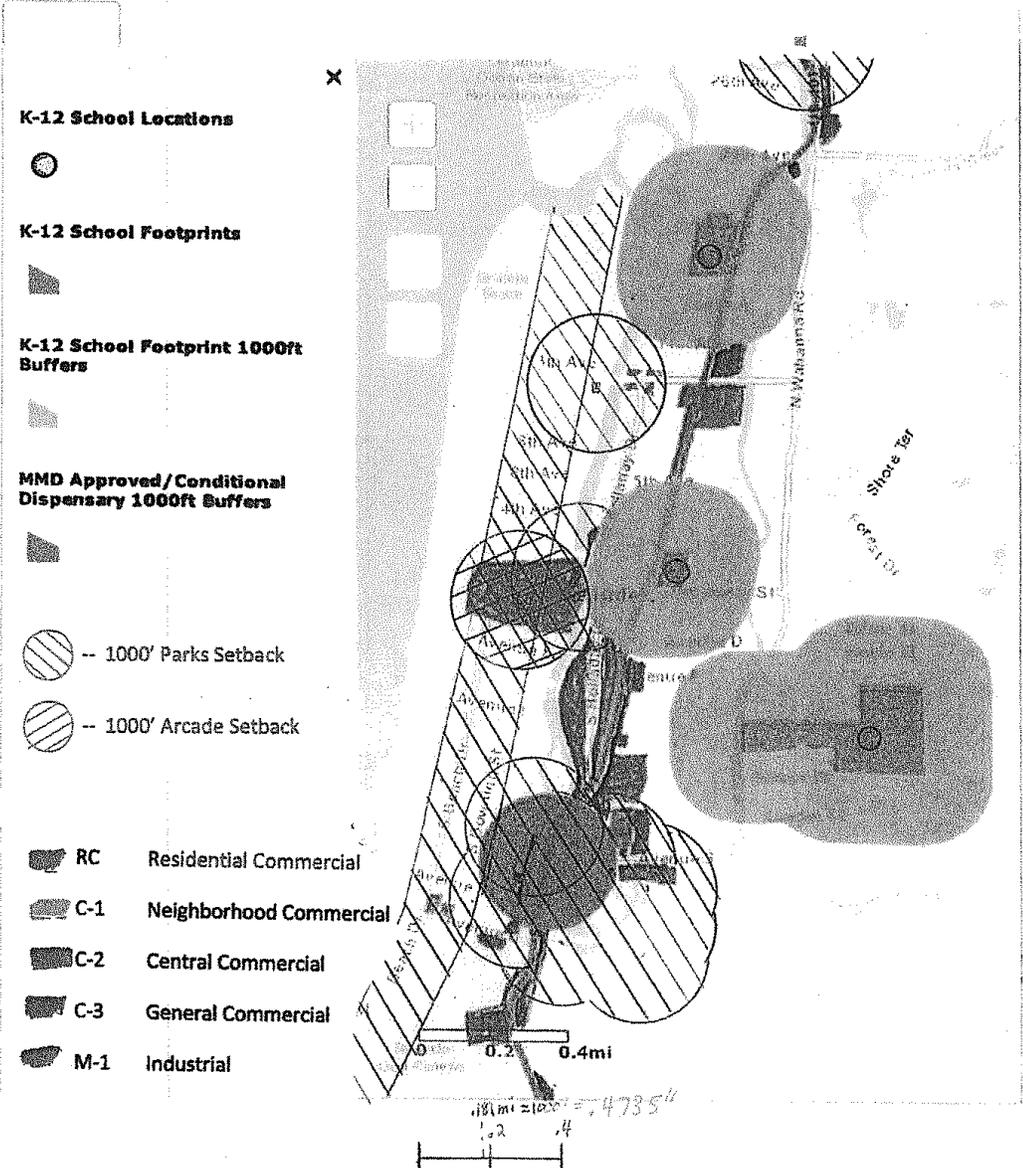


Google earth

© 2015 Google
Image © 2015 TerraMetrics
Data SIO, NOAA, U.S. Navy, NGA, GEBCO

School Footprint Buffer Areas (1000 Feet)

This is a tool provided for use to help locate schools and dispensaries. There may be schools that are Health Authority to publish their locations are listed. An applicant **cannot and should not** rely on the in of a school or another dispensary. After you have submitted an application you will be notified by the O registration. If your location is within 1,000 feet of a school or another dispensary, the Oregon Health A issued a registration, if it is determined that a school is located within 1,000 feet, the Oregon Health Aut



ORDINANCE NO. 2015-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, OREGON, PURSUANT TO ORS 223.112-223.132, SETTING A PUBLIC HEARING, EXTENDING THE TERM OF THE ASSESSMENT DISTRICT FOR ECONOMIC IMPROVEMENT, KNOWN AS THE "DOWNTOWN MAINTENANCE DISTRICT"; REPEALING ORDINANCE NO. 2014-04, AND ALL ORDINANCES IN CONFLICT.

WHEREAS, the current Downtown Maintenance District expires on June 30, 2015; and

WHEREAS, it is in the best interest of the City to extend the term of the District.

NOW, THEREFORE, THE CITY OF SEASIDE ORDAINS AS FOLLOWS:

SECTION 1. PURPOSE. The economic improvement district shall be continued to provide maintenance, upkeep, and litter control of planting areas, seating areas, sidewalks, curbs, and gutters within a designated area known as the "Downtown Maintenance District."

SECTION 2. BOUNDARIES. The Boundaries of the Downtown Maintenance District are described as follows: Broadway from Roosevelt to the Prom; Avenue A from Holladay to the Prom; Columbia Street from Avenue A to Oceanway; Downing Mall from Broadway to Oceanway; Franklin Street from Broadway to Avenue A; First Avenue from Holladay to the Necanicum Bridge; Holladay from 1st Avenue to Avenue A on the West, and from 1st Avenue to Avenue B on the east, including 50' to the south of Avenue A and 50' south of Avenue B. (See Exhibit A attached.)

When the Council considers it necessary to expand the boundaries of the District, each new property owner affected will receive notice stating the time and place of a public hearing at which affected property owners may appear to support or object to the District. Boundary changes will be made by the enactment of an ordinance by the Council.

SECTION 3. COSTS. The cost of the Downtown Maintenance District is estimated to be \$92,051.00 annually. Based on the total assessed linear footage of 10,409.3 feet, the benefited properties within the Downtown Maintenance District will pay \$8.843150 per front foot.

SECTION 4. TERM OF DISTRICT. Assessments will be levied to the benefited property owners for a maximum of one (1) year, starting July 1, 2015, to provide for the Downtown Maintenance District.

SECTION 5. AUDITOR TO FILE PROPOSED ASSESSMENT. The City Auditor shall be required to prepare the proposed assessment for each lot in the District and file it with the Finance Office.

SECTION 6. NOTICE OF AFFECTED PROPERTY OWNERS. Notice shall be mailed to the owner of each lot to be assessed, the notice shall state the amount of the assessment proposed on the property of the owner receiving the notice. The notice shall state the time and place of a public hearing at which time affected property owners may appear to support or object to the proposed assessment. The hearing shall not be held sooner than thirty (30) days after the mailing of the notices. The Council shall consider any objections and may adopt, correct, modify or revise the proposed assessments.

Notice shall be mailed out to affected property by March 27, 2014, announcing the intention of the Council to extend the Downtown Maintenance District and to assess the benefited property for all the cost. A public hearing will be held on Monday, April 27, 2015, at 7:00 PM at City Hall, 989 Broadway, at which time affected property owners may appear to support or object to the proposed extension of the district.

SECTION 7. ASSESSMENTS. If, after the hearing, the Council determines that the Downtown Maintenance District shall be extended, the Council shall determine the amount of the assessment on each lot in the District, and the extension of such assessments.

Assessments will not be made and Downtown Maintenance District will be abolished if written objections are received at the public hearing from owners of property upon which more than thirty-three percent (33%) of the total amount of assessments is to be levied.

SECTION 8. REPEAL. Ordinance No. 2014-04, adopted May 12, 2014, is repealed.

ADOPTED by the City Council of the City of Seaside on this ____ day of _____, 2015, by the following roll call vote:

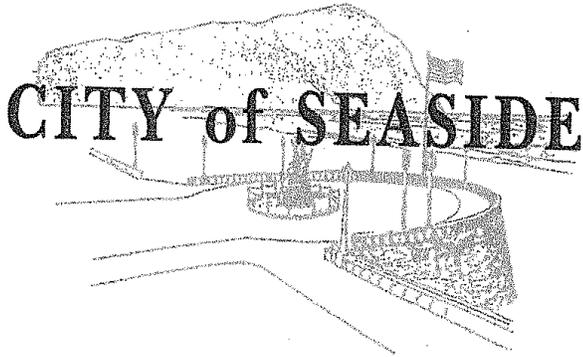
YEAS:
NAYS:
ABSTAIN:
ABSENT:

SUBMITTED to and **APPROVED** by the Mayor on this ____ day of _____, 2015.

ATTEST:

DON LARSON, MAYOR

Mark J. Winstanley, City Manager



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

March 26, 2015

DEAR PROPERTY OWNER,

Enclosed is a proposed Ordinance of the City Council of Seaside, to renew the Downtown Maintenance District, at a linear foot rate of \$8.843150 per front foot for one year. **This is a 0% increase and the rate is not increasing over last year.**

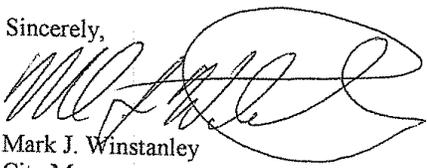
A joint effort of City Council, City Staff, and a Committee consisting of downtown merchants established the current program for maintenance of the downtown core area.

Funds generated by this District pay the contractors for litter removal and sweeping the sidewalks, and a separate contract for maintaining the planting areas, including replacement plants.

The City Council will hold a public hearing on this issue at the Monday, April 27, 2015, meeting to be held at City Hall, 989 Broadway, at 7:00 PM.

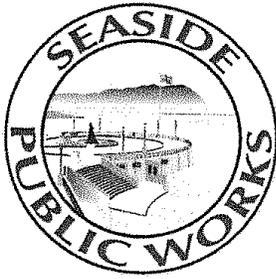
If you have any questions, please call me at (503) 738-5511.

Sincerely,



Mark J. Winstanley
City Manager

MJW:kj
Enclosure



MEMO

April 27, 2015

From: Neal Wallace
To: The Honorable Mayor and City Council
Re: Quatat Park Restroom Refresh Project

The Quatat Project includes approximately the following major items: 8 two tube lighting fixtures, 2 single tube lighting fixtures, 7 exterior lights, 4 new sinks, 4 new faucets, 5 new toilet seats, rebuff all aluminum partitions & doors to a new finish look, replace and furnish matching tile to replace missing or broken tiles, seal coat all of the tile and buff to a new finish, resurface wooden benches in each restroom, replace fresh air system, repair sheet rock walls where water and or vandalism has damaged them, paint all interior walls unless they have other finishes on them, install a light switch for Janitor area (lights are always on), seal around electrical conduits where they penetrate the walls, new aluminum exterior doors with inward swing (all hardware and jambs included), remove old siding and 15 lb. felt paper under it, replace any plywood that is rotten, replace all of the siding approx. 1020 sq. feet, primer and paint entire exterior, replace all trim and fascia boards (if drip edge is damaged or needs to be removed replace with like kind), clean exterior power vaults & meter, and clean up the drinking fountain.

There were two bids received for the project: Kinney & Sons bid \$51,150.99 and Helligso Construction bid \$77,756. Both companies are from Astoria. We have several successful projects with Helligso and this will be our first with Kinney & Sons. Kinney's similar work references checked out well. Staff recommends awarding the contract to Kinney & Sons for \$51,150.99



MEMORANDUM

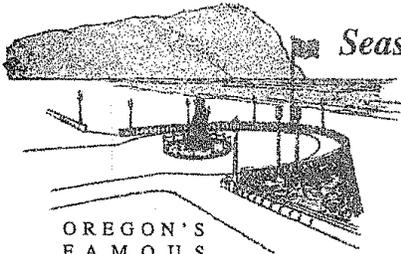
TO: Honorable Mayor & City Council
FROM: Jon Rahl, Assistant GM & Tourism Marketing Director, Seaside VB & CC
DATE: Friday, April 17, 2015
RE: City of Seaside Visitor Guide publishing rights
Project No: 2015-01/SVB

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

EO Media Group	<i>Selected as interview finalist (Astoria, Oregon)</i>
Lunar Cow	(National Company, not selected as a finalist)
MEDIAmerica	<i>Selected as interview finalist (Portland, Oregon)</i>
MetroMedia	(National Company, not selected as a finalist)
NW Travel & Life	<i>Selected as interview finalist (Gig Harbor, Washington)</i>

A committee consisting of myself, the general manager of the Seaside Convention Center & Visitors Bureau and the Tourism Advisory Committee met collectively to conduct interviews earlier this month. Proposals were reviewed 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 MEDIAmerica to publish the Seaside Visitor Guide for a three-year period beginning with the 2016 Guide. The rights to this agreement will give them a contract to publish the guide from 2016-2018, with a mutual option for two additional two-year contracts. MEDIAmerica is a very successful publishing company that produces the Travel Oregon Guide, Oregon Coast guide and many other custom products. They have a thorough understanding of the project, understand our industry, and have great references. I'm extremely confident with this decision and I have no doubt they will be a great community partner for Seaside.



Seaside Fire and Rescue Department

150 S. Lincoln
Seaside, Oregon 97138
Phone 738-5420

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

MEMORANDUM

TO: Honorable Mayor & City Council
FROM: Joey Daniels, Fire Chief
DATE: April 20th, 2015
RE: Seaside Fire & Rescue Remodel Bid Results

The City received the following two (2) proposals to remodel Seaside Fire & Rescue.

1. Jason Kraushaar Contracting, LLC \$32,984.00
2. Helligso Construction \$47,967.00

After making a detailed comparison of each bid, the fire department recommends Jason Kraushaar Contracting, LLC in the amount of \$32,984.00.



STOP FIRES



MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Russ Vandenberg – General Manager
DATE: Friday, April 17, 2015
RE: Convention Center Food and Beverage Agreement

As noted in the Food and Beverage agreement between the City of Seaside and Oregon Fine Foods, Inc signed November 16, 2012 and noted in exhibit B, section III titled "Period of Performance":

III PERIOD OF PERFORMANCE

The period of performance under this Contract will begin on November 21, 2012 and will continue through a term of three (3) years, terminating November 20, 2015, with two (2), three-year extension options. The extension option will be exercised by the CITY with the approval of the CONTRACTOR by providing written notice to the CONTRACTOR One Hundred-Eighty (180) days prior to the expiration of the Contract. In addition, at the end of this Contract, the CONTRACT may be extended by the CITY for a period not to exceed two months, if necessary in the sole judgment of the CITY to facilitate the process of securing competitive proposals on a replacement Contract. The CITY shall extend the Contract by providing the CONTRACTOR with written notice of the extension at least sixty days before the termination date.

The City of Seaside retains the option of renewing this agreement for two additional three-year periods, not to exceed nine (9) consecutive years.

Staff recommends retaining the services of Oregon Fine Foods, Inc for an additional three year period commencing November 21, 2015 through November 20, 2018.