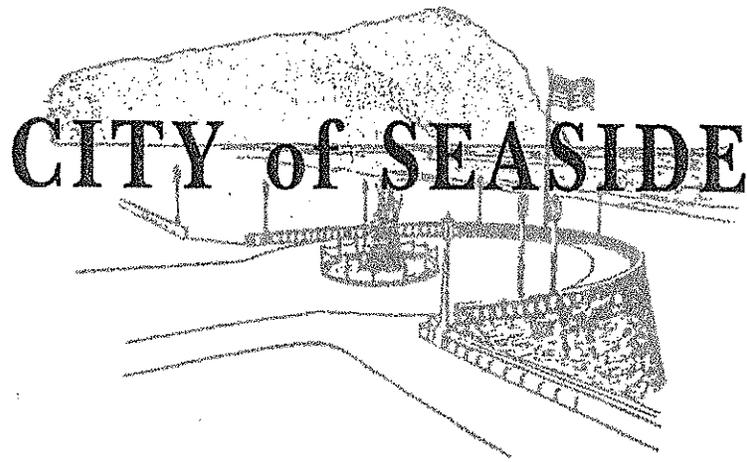


**AGENDA SEASIDE CITY COUNCIL MEETING
SEPTEMBER 14, 2015 7:00 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PROCLAMATION – CONSTITUTION WEEK
6. COMMENTS – PUBLIC
7. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
8. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS – \$376,507.14
 - b) APPROVAL OF MINUTES – AUGUST 24, 2015 REGULAR MINUTES
9. UNFINISHED BUSINESS: NONE
10. NEW BUSINESS:
 - a) APPEAL - BUSINESS LICENSE APPLICATION FOR NORTH COAST DISTILLING, 10 N. HOLLADAY
 - b) CLATSOP ECONOMICAL DEVELOPMENT RESOURCES (CEDR), Kevin Leahy
 - c) RESOLUTION #3854 – A RESOLUTION OF INTENT TO VACATE A CERTAIN PROPERTY IN THE CITY OF SEASIDE, OREGON, DIRECTING THE CITY MANAGER TO GIVE PUBLIC NOTICE AND SET A DATE OF HEARING
 - PUBLIC COMMENTS
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED
 - d) PRESENTATION – PETERSON POINT RESERVOIR VARIABLE INTAKE INSTALLATION, John McKevitt
 - e) BID RESULTS – REQUEST FOR PROPOSAL SEASIDE BRAND REFRESH AND STYLE GUIDE DEVELOPMENT, Jon Rahl
 - f) APPROVAL – FEDERAL AVIATION ADMINISTRATION (FAA) GRANT, Neal Wallace
 - g) RESOLUTION #3853 – A RESOLUTION OF THE CITY OF SEASIDE, OREGON, ESTABLISHING FEES FOR MEDICAL MARIJUANA GROW SITE PRODUCTION AND PROCESSING LICENSE APPLICATIONS AND ASSOCIATED BACKGROUND CHECKS, Kevin Cupples
 - PUBLIC COMMENTS
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED
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.*

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, September 17, 2015 marks the two hundred twenty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

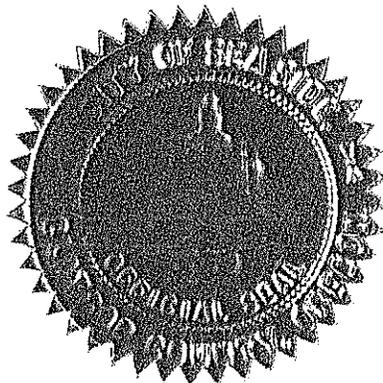
Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE, I Don Larson, Mayor of the City of Seaside, in the State of Oregon, do hereby proclaim the week of September 17 – 23, 2015 as

CONSTITUTION WEEK

AND ask all citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Seaside to be affixed this 14th day of September, 2015.



DON LARSON, MAYOR

Memo

To: Mayor and City Council
From: City Manager's Office
Date: September 14, 2015
Re: Business License Denial – North Coast Distilling

There is a business license application received from North Coast Distilling for a spirit tasting room (vodka samples) which was denied by the Seaside Police Chief and City Manager. In speaking with the Oregon Liquor Control Commission (OLCC) staff was informed a distilling license does not go before the City Council and is approved by OLCC only. The owner of North Coast Distilling, Lawrence and Christina Cary is appealing the denial of the business license and will be attending the City Council meeting for discussion.

The following paperwork is attached to the memo for your review:

Business License Application
OLCC – Distilled Liquor License OAR information
Oregon Distillery Tasting Privilege Application

\$20.00 APPLICATION FEE DUE WITH EACH NEW BUSINESS LICENSE APPLICATION

CITY OF SEASIDE
989 BROADWAY
SEASIDE, OREGON 97138
503-738-5511
FAX 503-738-5514

7/15/2015 -
talked to Carol (owner)
do liquor license required
approval over City Council
K-8

APPLICATION FOR CITY BUSINESS LICENSE

New Business Change of Ownership _____ Change of Address _____ Name Change _____

In accordance with the provision of Section 12, Ordinance #70-47, adopted December 28, 1970, the undersigned hereby makes application for a City Business License and submits the following information:

BUSINESS NAME: North Coast Distilling

OWNER NAME: Lawrence Cary

BUSINESS ADDRESS: 10 N Holladay

MAILING ADDRESS: 1270 Duane St. Astoria, OR 97103

CITY: Seaside ST: OR ZIP: _____ BUS. PHONE: 503-884-7175

EMAIL ADDRESS: ~~Lawrence~~ Larry@northcoastdistilling.com

BUSINESS DESCRIPTION: Spirit tasting room - vodka etc.

NUMBER OF EMPLOYEES: 2 + owner

WILL CUSTOMERS BE COMING TO YOUR HOME? No

EMERGENCY CONTACT PERSON: Christina Cary

EMERGENCY CONTACT PHONE: 415-598-2238

APPLICANT INFORMATION

HOME ADDRESS: 286 Lexington CITY: Astoria ST: OR ZIP: 97103

HOME PHONE: 503-884-7175 DRIVERS LICENSE # 3573812 ST: OR

APPLICANTS SIGNATURE: [Signature] DATE: 6/9/15

PAID

JUN 09 2015

ORIGINAL

CITY OF SEASIDE

CONTRACTORS ONLY

CONTRACTORS STATE REGISTRATION # _____

NOTE: BUSINESS LICENSES ARE DUE JANUARY 1ST OF EACH YEAR. FEES LEFT UNPAID AS OF FEBRUARY 1ST ARE SUBJECT TO A PENALTY OF 50% OF THE SCHEDULED FEE.

ADMINISTRATION USE ONLY

CATEGORY: _____ APPLICATION FEE: \$20.00 LICENSE FEE: 100
ACCOUNT: _____ RECEIPT #: _____ TOTAL AMOUNT PAID: _____

20
100
120.00

2745

120.00

CITY OF SEASIDE
 989 BROADWAY
 SEASIDE, OREGON 97138

INTER-DEPARTMENT BUSINESS LICENSE ROUTING

Department	Approval			Date	Signature
	Yes	No	N/A		
BUILDING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7/1/15	
FINANCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6/19/15	RR
FIRE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6/10/15	
POLICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6/12/15	✓ odee
PUBLIC WORKS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6-15-15	
ZONING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6/30/15	DK

COMMENTS: _____

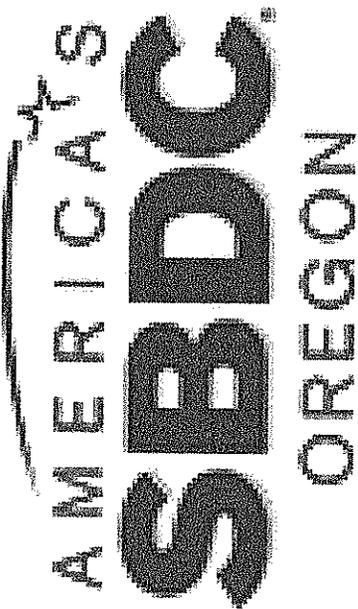
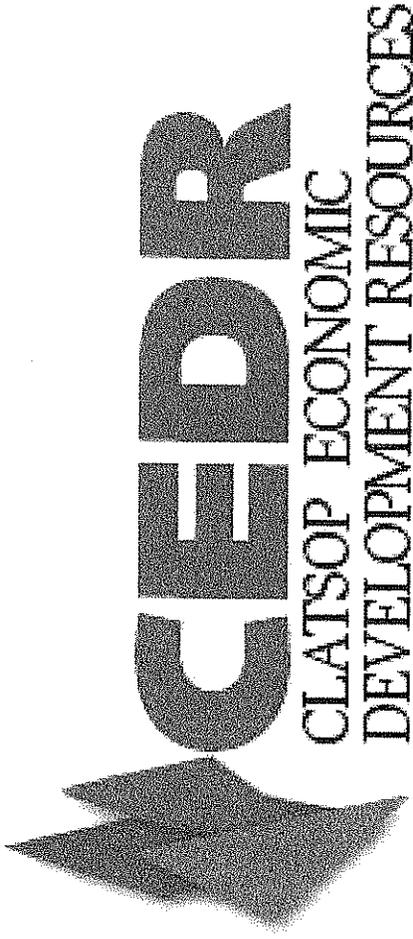
FINAL APPROVAL: _____

CITY MANAGER APPROVED DENIED

SIGNATURE: _____

20
 900
 120- 2745

CITY OF SEASIDE
 JUN 09 2015
 PAID

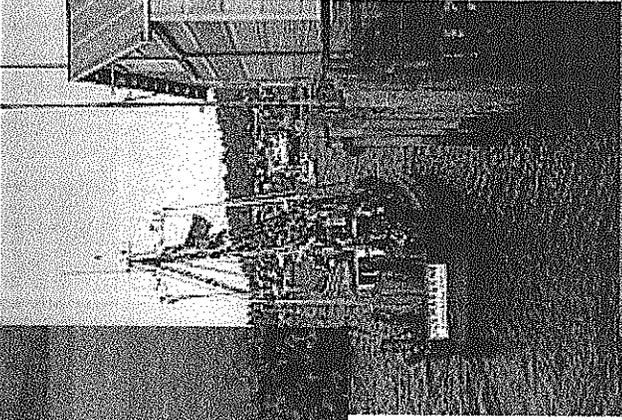
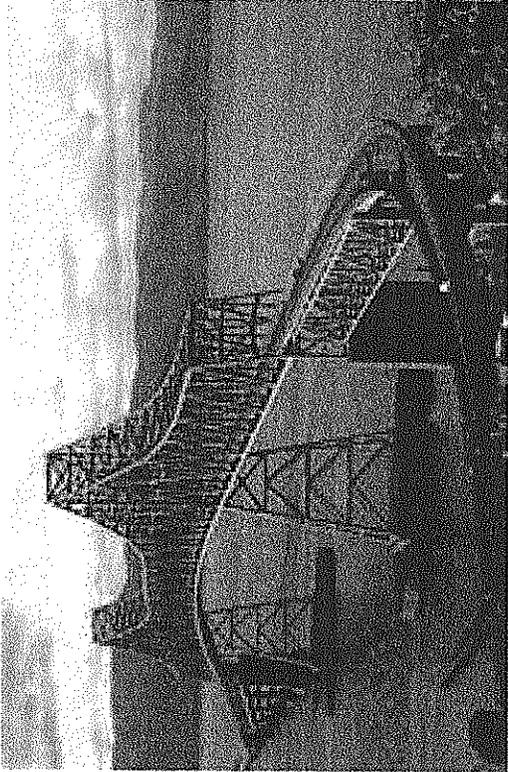


Clatsop Economic Development

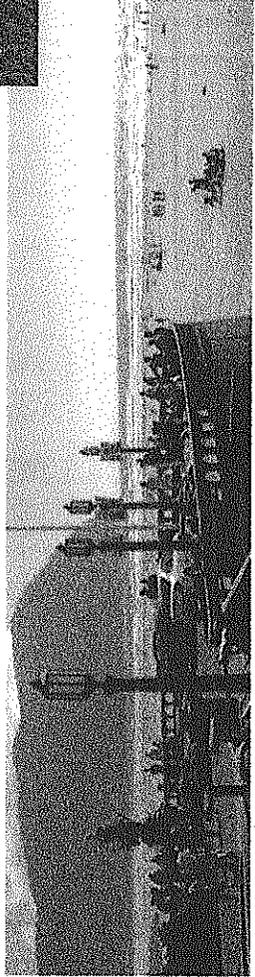
Resources

Seaside City Council Presentation

September 14, 2015



**CEDR IS THE
CONNECTOR OF
BUSINESSES IN
OUR COMMUNITY**



Overview of CEDR & Clatsop Community College SBDC

CEDR Mission: Deliver business-driven economic development services to create, grow and retain businesses in Clatsop County.

OSBDCN Mission: Helping Build Oregon's Best Businesses

CEDR Goals:

- Expand, retain and recruit businesses and industry.
- Develop existing and new industry clusters.
- Increase per capita income, diversify the economy and promote managed economic growth through year-round family jobs.
- Lead delivery of professional economic development searches by bringing together the efforts of multiple organizations.

OSBDCN Vision: "The Oregon SBDC network is Oregon's preeminent provider of effective and innovative business advising and training services.

VALUES: Honesty, Integrity, Responsiveness, Confidentiality, Accessibility, Innovation

CEDR 2015 Approved Budget (July 2015-June 2016)

7-1-15 through 6-30-16

Revenue	Baseline	Pct	Actual	Pct
County Sponsorship	\$70,000	28%		0%
City/Port/SETD	\$28,500	12%		0%
CCC Support \$34.6K/+Program Income	\$52,649	21%		0%
Private Sector Sponsorship	\$22,000	9%		0%
Federal/SBDC Grants	\$73,454	30%		0%
Carryover into FY	\$665	0%		0%
Total Revenue	\$247,268	100%	\$0	0%
Expenses				
Wages & Fringe	\$199,230	81%		0%
Rent (South County)	\$9,000	4%		0%
Contracted Consultants/SBDC Coun.	\$14,500	6%		0%
G&A/Advertising/Travel/Supplies/Misc.	\$22,800	9%		0%
Unallocated (Carry into next FY)	\$1,738	1%		0%
Total Expense	\$247,268	100%	\$0	0%

Seaside & Astoria at \$7500 each
(current funding pending presentation)

Approved Budgets: Clatsop County. +\$10,000 to \$70,000. Warrenton +2,000 to \$7,000. Cannon Beach +\$1,000 to \$3,000 Gearhart Remains at \$2,000 for this fiscal year. Seaside & Astoria request for +\$2500 to \$10,000 pending Kevin presenting to Seaside & Astoria City Councils. Confirmed Cities Currently at \$12,000, an increase of \$3,000. County at \$70,000, an increase of \$10,000.

Sunset Empire Transportation District \$500. Port of Astoria- \$1000.

Clatsop Community College \$34,649 "Match" and Program Income of \$18,000. Total = \$52649.

Private Sector Sponsorship \$22,000

Federal/SBDC funding: SBA \$31,150. OBDD/Business Oregon \$42304. Total= \$73,454.

Expenses

Wages & Fringe for Kevin Leahy, Dick Powell and 25% for Penny Rodgers

CEDR pays \$750/month to maintain an office in Seaside

Contracted Consultants- Estimated is CCC SBDC PT business counselors

G& A Breakdown:

Advertising/Marketing

Memberships- Country Club, Seaside Rotary

Estimated Travel & Business Expenses \$275/month

Accounting Fees (Bussert & Law/ Debbie Eddy)

Misc. (OEDA Membership, Business Filing, Misc.)

Liability Insurance

TOTAL

22800

13,500
2500
3300
1800
800
900

CEDR Board of Directors 2015

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>
Andersson	Erik	Economic Development Manager, Pacific Power
Baker-Monaghan	Rosemary	Executive Director, Liberty Restoration
Beck-Sweeney	Linda	Owner, Cannon Beach Vacation Rentals
Englund	Kurt	President, Englund Marine & Industrial Supply
Estes	Brett	City Manager for City of Astoria
Fritsch	Kurt	City Manager for City of Warrenton - (Alternate)
Fulton	Steve	Port of Astoria Commissioner
Hamilton	Gerald	Interim President, Clatsop Community College
Hauke	Skip	Executive Director of Astoria Warrenton Chamber of Commerce
Kujala	Mark	Mayor of Warrenton
Knight	Jim	Executive Director, Port of Astoria (Alternate)
Kucera	Brant	City Manager of Cannon Beach
McCoy	Paulette	Manager of Public Affairs, Providence Seaside Hospital
Montero	Tita	City Councilor for the City of Seaside
Morgans	Mark	Area Manager of Lewis and Clark Oregon Timber
Nemlowill	Chris	Co-Owner of Fort George Brewery
Popkin	Larry	Campbell and Popkin, Attorneys
Rohne	Dirk	Clatsop County Commissioner
Rush	Pam	Warrenton Branch Manager of Bank of the Pacific
Somers	Scott	Clatsop County Manager (Alternate)
Widdop	Dianne	Mayor of the City of Gearhart
<u>Advisory Members</u>		
Carrier	Court	Executive Director, Cannon Beach Chamber of Commerce
Hazen	Jeff	Executive Director, Sunset Empire Transportation District
Huntington	Susan	Executive Director, Seaside Chamber of Commerce
Thorsen	Erik	CEO, Columbia Memorial Hospital
Ward	Kristi	Community Relations GP Wauna Mill



Oregon Small Business Development Center Network
1445 Willamette Street, Suite 5 • Eugene OR, 97401
bizcenter.org

MEDIA RELEASE

FOR IMMEDIATE RELEASE: MAY 7, 2015

Clatsop SBDC wins SBA honors

Earlier this spring, it was announced that the Clatsop Community College (CCC) Small Business Development Center (SBDC) would receive the Oregon Excellence and Innovation Award, presented each year by the Small Business Administration to an outstanding SBDC in the state for providing exceptional value to small businesses, and advancing program delivery and management through innovation.

The award was presented Tuesday, May 5, to the Clatsop SBDC's Director, Kevin Leahy. However in addition to the statewide award, Clatsop's SBDC also took home the Center of Excellence and Innovation Award for all of SBA's Region X, which includes all of Oregon as well as Washington, Alaska and Idaho. The awards were presented during the Small Business Administration's (SBA) Small Business Week Awards.

"It was a tremendous honor for a center of our size to be recognized with the Regional Award," Leahy said. "It shows the acknowledgment of the caliber of our Center's remarkable staff, and it's wonderful to be able to bring the award back to Clatsop County."

"Kevin has been an inspiration to his community, small businesses and the Oregon Small Business Development Center Network," said Oregon SBDC Network Director Mark Gregory. "His commitment to excellence and a high performing Center are being celebrated through this award."

Over the past three decades, the Clatsop Community College SBDC has helped its region survive severe economic downturns due to timber and fishery harvest limitations. In fact, many of the CCC SBDC's successful clientele comprise a "who's who" in the revitalization efforts underway throughout Clatsop County, including Fort George Brewery, Skipanon Brand Seafood and High Life Adventures. These companies and hundreds more have benefited immensely from the counsel and expertise of the Center's business advisors, all with enduring ties to the community they serve.

Over the past few years, Clatsop has emerged as a top performer among Oregon's 19 SBDCs. In addition to its stellar core services, the CCC SBDC has successfully launched a Virtual Incubation Program in partnership with the Oregon Technology Business Center. This innovative program has helped enhance efforts to diversify the local economy with targeted services for early-stage technology endeavors.

Kevin Leahy's devotion to the clients and communities his Center serves is more than remarkable – it's in his blood. A fourth-generation Clatsop County resident, Leahy attended CCC, where he served as Freshman Class President. He graduated from Oregon State University with a degree in Business Administration.

Leahy went on to serve as Vice President of Merchandising for May Company (Macy's), following in the retail footsteps of his grandfather, who owned Astoria Hardware for many years in downtown Astoria. Named director of the CCC SBDC in July 2011, Leahy gained additional responsibility when he was named executive director of Clatsop Economic Development Resources (CEDR) two months later. He was also named director of the CCC SBDC Small Business Management (SBM) program in 2012. The SBM is the signature program for the Oregon SBDC Network.

Kevin is co-president of the 2015 Astoria Regatta Festival, an officer of the William J. Leahy (named after Kevin's father) Knights of Columbus Council at St. Mary's, Star of the Sea Parish in Astoria, and is president-elect for the Seaside Rotary Club for 2016. Kevin has been married to his wife, Karen, for 33 years, with three adult children: Meaghan, Sean and Kelley. He considers his family his greatest accomplishment.

The SBA selects SBDC Excellence and Innovation Award-winners at the state and national levels. A panel of judges comprised of both SBA employees and non-federal employees selects the winners. As Oregon's winner, the Clatsop SBDC is a candidate for the National SBDC Excellence and Innovation Award of the Year.

The Oregon Small Business Development Center Network (OSBDCN) is based at Lane Community College in Eugene. Throughout the state, 19 individual SBDCs deliver free, confidential business advising, free and low-cost business instruction and information referral services. The OSBDCN works to help start, grow and retain businesses in Oregon.

For more information, or to find the SBDC nearest you, visit www.bizcenter.org.

CEDR 2015 year-to-date results

CCC SBDC performance recap:

Counseling Clients: 98

Counseling Hours: 811

Long Term Clients: 39 (5 or more hours of advising)

Training Events: 35

Training Attendance: 214

Total Jobs Created/Retained: 40

Capital Formation: \$2,295,195.00 (More than the last three years combined)

Increased Sales: \$220,400.00

Business Starts: 4

10-99 Employee Counseled 7.

New. Held/Holding “workforce training” workshops on: Succession Planning (Enhancing Value/Preserving Legacy), Introduction to Facebook, Going on your Own: Taking your Work or Business Online, Virtual Incubation Program, Government Contracting, Ready, Set, Start your Business, Instagram/Pinterest for Business, Social Media for Holiday Marketing, Retirement Planning for Small Businesses.

SBA Small Business Week Awards Event. Refer to Press Release for our CCC SBDC Region X award for the states of Alaska, Idaho, Oregon and Washington. First time ever!

Major Projects

-CEDR Awards Event. Held March 18th at the Seaside Convention Center.

Over 160 attendees. Full house!

Seven awards were given out, plus a CEDR Community Partnership award to Columbia Memorial Hospital, City of Astoria, Astoria School District and Recology Western Oregon.

-CEDR, Oregon Employment Department and Pacific NW Works High School “Career & Job Fair” Was held on Wednesday, April 15th, at the Clatsop County Fairgrounds. All five County High Schools participated, and SHS principal Sheila Roley and Asst. Principal Jeff Roberts attended all planning meetings. County juniors and seniors attended. 63 employers and over 500 students participated

Workforce training is a key part of Economic Development, and the career & job fair showed our students we have jobs available now for summer, well-paying jobs for our graduates that may not go to college, and jobs and careers for our college students attending Clatsop Community College and Four Year Universities. We want our youth to come back to Clatsop County after graduating.

Clatsop County Enterprise Zone June 2015 Approval.

Kevin has been named the "zone administrator" for the Clatsop Enterprise zone, which includes parts of the City of Warrenton, Clatsop County property including the North Coast Business Park, Port of Astoria properties in Warrenton including the Astoria-Warrenton Regional airport.

-CFEDC. Clatsop Forestry Economic Development Committee.

Kevin serves as Chair of this County-sponsored committee. CFEDC was an active participant in the High School Job and Career Fair, with many Forestry and Wood Products employers and associations in attendance. OSU Forestry Program already asking when next year fair will be.

SAVE THE DATE! Leaders Forestry Tour Thursday, October 8th. 25th year!!!

-America's SBDC National Conference. San Francisco 9/8-9/11.

Kevin just returned from the SBDC conference in San Francisco, held last week. CCC SBDC was "scholarshipped" registration fee and lodging based on the SBA District X award.

-Small Business Management Program.

Starts in Seaside Thursday, Oct. 1st. Recruiting new participants. Nine month program based in Seaside at the CCC South County Center. Signature program for the CCC SBDC. Limit of 15 businesses will be enrolled.

-Hatch Innovation Tour September 30th- Astoria

Community Funded Capital program allowing for "Local Investing" will have an Astoria stop on Wednesday, September 30th, from 5:30-7:30 pm at CCC Astoria Campus. Hatch Director Amy Pearl will be presenting strategies. CEDR/CCC SBDC will be a partner in this. All are invited.

Upcoming Important Meetings

-CEDR Board Meeting in Tuesday, September 22nd.

-LCDC (Department of Land Conservation) roundtable Wednesday, September 23rd

-Col Pac/ Regional Solution Team planning workshop Tuesday, September 29th in Tillamook

-Oregon SBDC Directors Retreat October 12th-14th.

-CCC Forum at South County Center on Wednesday, October 15th with South County Stakeholders

-Kevin on Historic Preservation Panel in Portland on Wednesday, October 15th to discuss Economic Development efforts.

Memo

To: Mayor and City Council
From: City Manager's Office
CC: Kim Jordan
Date: September 14, 2015
Re: Street Vacation

The City Council was provided a Resolution of intent to vacate certain property in the City of Seaside and directing the City Manager to give public notice and set a date of hearing.

If Council were to pass Resolution 3854 the City Manager is hereby directed to give notice as provided for in ORS Chapter 271.

The process of a street vacation:

- Request or petition to Council
- Resolution of intent
- Posting of notices (2 places within the area of the street vacation)
- Public Notice of Vacation (2 consecutive times – 14 days prior to public hearing)
- Mail notices to property owners
- Public Hearing
- Ordinance providing for vacation
- File with County Clerk

RESOLUTION #3854

A RESOLUTION OF INTENT TO VACATE CERTAIN PROPERTY IN THE CITY OF SEASIDE, OREGON, DIRECTING THE CITY MANAGER TO GIVE PUBLIC NOTICE AND SET A DATE OF HEARING

WHEREAS, the City Council of the City of Seaside has determined that the vacation of the hereinafter described property:

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

SECTION 1. The Seaside City Council intends to vacate the following described property in the City of Seaside, County of Clatsop, State of Oregon, as described below:

Beginning at the Northeast corner of Lot 3, Block 18, Dee's Subdivision of Clatsop Grove being a point on the south line of 21st Avenue and the southwest corner of vacated 21st Avenue as described in that vacation ordinance recorded in Book 256, Page 461, Clatsop County records;

Thence North 87°49'24" West along the south line of said 21st Avenue, a distance of 43.32 feet to point;

Thence North 02°10'35" East a distance of 15.00 feet to a point;

Thence South 87°49'24" East, a distance of 43.32 feet to a point on the West line of vacated 21st Avenue as described in vacation ordinance recorded in Book 256, Page 461, Clatsop County records;

Thence along the West line of said vacated 21st Avenue, South 02°10'35" West, a distance of 15.00 feet to the **Point of Beginning**.

SECTION 2. That the City Manager be, and is hereby directed to give notice as provided for in Oregon Revised Statutes, Chapter 271.

SECTION 3. That a hearing be held on the matter, as provided for by law, on the 12th day of October, 2015.

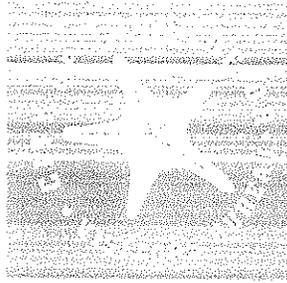
PASSED by the City Council of the City of Seaside this ____ day of _____, 2015.

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

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager



MEMORANDUM

TO: Honorable Mayor & City Council
FROM: Jon Rahl, Assistant GM & Tourism Marketing Director, Seaside VB & CC
DATE: Wednesday, September 09, 2015
RE: City of Seaside Visitors Bureau Branding Refresh & Style Guide Development
Project No: 2015-02/SVB

The Visitors Bureau received the following five proposals for the above referenced project.

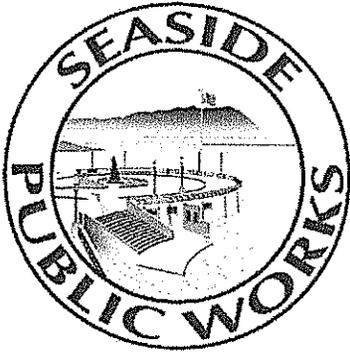
Bradshaw Advertising	<i>Portland, Oregon – not selected as a finalist</i>
DHX Advertising	<i>Portland, Oregon – not selected as a finalist</i>
DVA Advertising	<i>Bend, Oregon – selected as interview finalist (\$25,000)</i>
Lookout Consulting	<i>Portland, Oregon – selected as interview finalist (\$20,000)</i>
Vertigo Marketing	<i>Bend, Oregon – selected as interview finalist (\$12,000)</i>

Early last month, I reviewed five submissions for the project rights to conduct a brand refresh and develop a communications style guide for the Seaside Visitors Bureau. After consulting with the Tourism Advisory Committee (TAC) at our regular August meeting, the committee agreed to move forward with three finalists.

On August 27 and 31, 2015, TAC Chair Marci Utti and I conducted three, one-hour video conferencing interviews to see who might be the best fit for this project. All candidates were asked the same series of 14 questions (seven related to knowledge of Seaside and seven specifically related to the project scope).

After making a very detailed comparison, the Seaside Visitors Bureau recommends that we offer a contract to Lookout Consulting for this project. Although one finalist projected the costs to be significantly lower than the other two project bids, we felt that this organization did not have the same skillset of expertise we believed to be needed to commence the project. Lookout has an overwhelming amount of destination marketing experience in communities throughout the state of Oregon, with significant project experience at both the state and regional level. These latter two elements are things we believe are imperative to working with Seaside as we look to build off a very successful three and a half year run of transient room tax growth.

Seaside has been a leader in tourism marketing and as a travel destination for many years, but I believe it's important that during this time of strong growth we take a step back and analyze future marketing materials and where the focus of our advertising dollars should be spent. I'm extremely confident and comfortable offering this contract to Lookout, as they will help us refresh our look while also providing us with a completed brand style guide – something Seaside has never had before. This finished product will ensure very consistent communications in all of our promotional efforts.



MEMO

September 14, 2015

From: Neal Wallace
To: The Honorable Mayor and City Council
Re: 2015 Airport Improvement Project (AIP) Grant

The Federal Aviation Administration (FAA) has awarded the City of Seaside AIP Grant # 3-41-0057-005-2015. This grant is for pavement repairs and upgrades, fencing along the boundary with the Four Winds residential community, and new pilot controlled runway lighting. The FAA will fund 90% of the allowable costs of the project up to a maximum obligation of \$475,000. This would allow for a total project cost of \$527,778 and a maximum City obligation of \$52,778.

This will be the last of the regular AIP funding for the Seaside Airport. Our airport was declassified last year based on the number of flights and the number of aircraft based at the airport. A positive change in those numbers could see us reclassified. FAA will automatically revisit our airport conditions in ten years. Until then, we will still be eligible for Pavement Management Program (PMP) funds for basic repair and maintenance.

Staff hopes you will accept this grant so we can put our airport in the best shape we can to get us through until our next evaluation.

CITY OF SEASIDE MEMORANDUM

To: Mayor & City Council
From: Community Development Department
Date: August 24, 2015
Subject: Resolution #3853, Medical Marijuana Grow Site Production & Processing License Fees

Background:

The City Council has adopted an ordinance that will establish licensing provisions for medical marijuana grow sites. In conjunction with this effort, the approval of Resolution #3853 (attached) would establish a fee schedule for the new licensing process. It is intended to help offset the costs associated with processing the new licenses when the ordinance becomes effective.

Recommended City Council Action:

After hearing any public comments on Resolution 3853; review the new medical marijuana grow site production & processing license fees, and determine if the resolution should be read by title only, prior to adoption.

RESOLUTION #3853

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, ESTABLISHING FEES FOR MEDICAL MARIJUANA GROW SITE PRODUCTION & PROCESSING LICENSE APPLICATIONS AND ASSOCIATED BACKGROUND CHECKS

THE SEASIDE CITY COUNCIL RESOLVES AS FOLLOWS:

SECTION 1. In accordance with Chapter 119.03 (H) of the Code of Seaside, fees for medical marijuana grow site license application are adopted as follows:

MEDICAL MARIJUANA GROW SITE PRODUCTION & PROCESSING LICENSE APPLICATION FEE.

(A) Application and renewal fee for a grow site license by the person responsible (PR) for a medical marijuana grow site facility, otherwise known as the individual who owns, operates, or otherwise has legal responsibility for a facility. Fee \$100.

(B) Additional fee for each criminal record background check for the owner, manager, operator, employee, agent, or volunteer working in a facility that is not the PR. Fee \$50.00 each

SECTION 2. This Resolution shall become effective when Ordinance 2015-07 becomes effective.

PASSED by the Council of the City of Seaside this ___ day of _____, 2015.

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

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager