

- CALL TO ORDER** The Regular meeting of the Seaside City Council was called to order at 3:30 PM by Mayor Don Larson.
- Present: Mayor Don Larson, Council President Tim Tolan, Councilors Stubby Lyons, and Tita Montero.
- Absent: Councilors Jay Barber, Don Johnson and Dana Phillips.
- Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Kevin Cupples, Planning Director; Bob Gross, Seaside Police Chief; Neal Wallace, Public Works Director; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; Nancy McCarthy, Daily Astorian; Tom Freel, Northwest Broadcasters; and Jeremy Ruark, Seaside Signal.
- OATH OF OFFICE** Mark Winstanley, City Manager, swore in Mayor Don Larson and Councilor Tita Montero.
- Mayor Larson stated at the Council Meeting scheduled for January 24, 2011, Councilors Jay Barber and Dana Phillips would be sworn in.
- AGENDA** Motion to approve the January 10, 2011, agenda; carried unanimously. (Lyons/Tolan)
- COMMENTS – PUBLIC** Merlin Humpal, 2481 Oregon Avenue, Seaside, stated he went to the Avenue ‘U’ office to look at the Transportation System Plan (TSP) and was told that he could look at the plan online at the City’s website. The TSP was forty-eight or forty-nine pages with two or three other pages that were available. The City was charging \$56.00 for a hard copy of the TSP which was outrageous. The charges equaled more than a dollar a page for information that the public should have. The charges were terrible and the City should be ashamed.
- John Dunzer, 2964 Keepsake Drive, Seaside, congratulated the Council on their re-elections which was a true representation of what the people of Seaside really thought. Mr. Dunzer stated he realized this Council meeting did not have the Transportation System Plan (TSP) scheduled for a discussion but was aware there would be a Planning Commission Public Hearing for the TSP that was scheduled for Tuesday, January 18, 2011. Mr. Dunzer further stated the location that would possibly be selected for the Seaside Transit Center Site would not be compatible with the TSP because the impact on Highway 101 needed to be kept to a minimum. There was a much better location on Avenue ‘F’ to Avenue ‘G’ which should be considered. Mr. Dunzer further stated he had reviewed the Clatsop Economic Development Resources (CEDR) presentation that had been given to Council previously. The \$6,500.00 should not have been taken away from the Seaside Police Department budget to give to CEDR. There were two plans for the City of Seaside and that was to inform Council of the great job they were doing in respect to activities for the community and to solicit recommendations for future actions. Mr. Dunzer further stated the City of Seaside was getting one third of the services for four times the cost which was not a good trade off. Mr. Dunzer further stated Council did not give CEDR any the recommendations therefore Mr. Dunzer gave a list of recommendations for staff to send to CEDR for their review. Mr. Dunzer further stated since there were TSP hearings scheduled he suggested there be some type of security at the meetings.
- 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 \$443,075.53; and December 13, 2010, minutes; carried unanimously. (Montero/Lyons)
- VACANCY – BUDGET COMMITTEE** Mayor Larson stated there were two vacancies on the Budget Committee. Oliver Vernor had term expiration and did not want to serve another term and Dana Phillips was elected as a City Councilor and resigned from her position on the Budget Committee.
- Mayor Larson asked the press to advertise the vacancies.
- REQUEST - WAIVE BUSINESS LICENSE FEE** Mayor Larson stated Clatsop County Housing Authority (CCHA) purchased the condo development Seaside Estuary Properties in March, 2009. CCHA renamed the development Clatsop Shores which now houses workforce families. Mayor Larson further stated CCHA’s mission was to provide safe and affordable housing for low-income families in Clatsop County. CCHA was not a special taxing district in Clatsop County; and the affordable housing development was funded by utilizing State and Federal grants. Mayor Larson further stated CCHA was a tax-exempt organization under ORS 456, and were requesting the City of Seaside waive the business license renewal fee of \$210.00 for Clatsop Shores.
- Council President Tolan asked if the business license fee was waived last year for CCHA.
- Mr. Winstanley stated that was correct the business license was waived for 2010.

Councilor Montero asked what the thinking was last year for waiving the business license.

Council President Tolan stated because of the low income family housing.

Councilor Montero stated this was the Clatsop County Housing Authority and most of apartments were low income housing but there were units that were rented out at full competitive rates.

Mayor Larson stated apartments rates at Clatsop Shores was \$725.00 to \$750.00 a month.

Councilor Montero stated the business license cost \$210.00 a year.

Mayor Larson stated that was the annual fee.

Council President Tolan asked how many apartment units there were.

Mr. Winstanley stated there were forty-two units.

Councilor Montero stated CCHA was in competition with anyone else in the community that provided low income housing and \$725.00 to \$750.00 seemed pretty comparable and Councilor Montero did not understand why the business license would be waived.

Motion to waive the 2011 Business License fee of \$210.00 to Clatsop County Housing Authority for Clatsop Shores; carried with Councilor Montero opposed. (Tolan/Lyons)

**UPDATE - ADOPTION
PROCESS FOR THE TSP**

Kevin Cupples, Planning Director, stated the City of Seaside Planning Commission would be conducting their first public hearing for the City's proposed Transportation System Plan (TSP) on Tuesday, January 18, 2011. The Planning Commission currently planned to hold at least one additional hearing on Tuesday, February 1, 2011, and the Commission would then determine if additional hearings were needed prior to making a recommendation to the City Council. Council was tentatively scheduled to review the Commission's recommendation during their regular Council meeting Monday, February 28, 2011, but was not planning to begin a formal adoption until Monday, March 14, 2011. The process would need to be coordinated with Clatsop County for those areas within the Urban Growth Boundary. Mr. Cupples further stated the information was available for review at the City Library, City Hall, and Community Development Department and also could be assessed through the City's Website at www.cityofseaside.us. Public testimony during the hearings was welcome, but those wishing to avoid waiting to speak were encouraged to submit written testimony to the Community Development Department. Mr. Cupples further stated the City of Seaside had been working on developing a Transportation System Plan (TSP) over the last two years in conjunction with a team of consultants, representatives from the Oregon Department of Transportation (ODOT), and Clatsop County. Throughout the process, the City had provided numerous opportunities for the public to review the work being done on the TSP and provided input on the information. Mr. Cupples further stated for people unfamiliar with the TSP it was essentially a twenty year planning document that guided development and improvements to the local transportation infrastructure. The plan was intended to be very conceptual and did not address specific design details associated with a particular improvement. The plan does identify general improvements the City and ODOT would be striving to fund over the next twenty years. The adoption of the TSP enhanced the City's ability to attract funding for transportation improvements and demonstrated how seemingly unrelated improvements would fit into a comprehensive system. Mr. Cupples further stated although the TSP was a broad-based planning document, it did include specific changes to the ordinance that would impact certain types of future development. The TSP established an overlay zone along Highway 101 that would require a more refined review process and additional development standards for uses that generated a certain level of vehicular trips per day. The plan also included general design standards and required amenities (such as bike racks and pedestrian connectivity) for certain types of new development.

Council President Tolan asked Mr. Cupples to address the public notice letter that was sent out and the requirements of that letter.

Mr. Cupples stated the Ballot Measure fifty-six notice was jumpstarted anytime by state statute something was considered to be a rezone. The way the statute was written was that a notice needed to be sent out when anything was done as a development stand point or if a development standard was changed like sidewalks were required or a certain road width was required. In the case of the letter most people received notice because the City was classifying within the zone two different levels of land use. One was a general street improvement which was covered by the Transportation System Plan (TSP) and there was a more substantial improvement which was a conditionally permitted use that would not be covered under the TSP. The notices had to be sent out, the notice was dictated by state law and the wording could not be changed. There were changes that would affect people and some of the biggest impacts were along Highway 101 as far as the overlay zone. Staff was doing there best to inform people how their property would be affected.

Council President Tolan asked if Mr. Cupples agreed the majority of people would not be impacted as far as the value of their property.

Mr. Cupples stated he agreed with Council President Tolan and if a TSP was not adopted then every funding request the City made was most likely going to go to the end of the line instead of to the front of the line. If there was an adopted plan the funders recognize there was a plan being worked on instead of randomly going out to do something.

Mr. Winstanley stated it was important for people to understand the TSP was just a plan and was not a project. There were projects on the list and concepts the City considered to be important to look at that could improve the traffic in the City of Seaside both from the standpoint of auto traffic, pedestrian traffic, and mass transit. Most of the projects did not have funding at this time and had not been through a design. The plans were preliminary from the standpoint of actually doing something and that was important for people to understand. The Pac Dooley was a project that was funded and was ninety percent designed. The ideas in the TSP were exactly just ideas and would still need to go through a design process. People would have an opportunity to be a part of the design process. Various projects on the five, ten, fifteen, and twenty year schedule would get moved around as time went by because some things could materialize earlier than planned. The plans needed to be adjusted over time. Mr. Winstanley further stated he would compare the TSP to a Water Master Plan, Sewer Plans, and Park Master Plans, where every five years Council would revisit information on the plans to decide whether the priorities were still the same. The TSP was a fluid document and was not set in stone because currently there was no funding for the vast majority of the projects in the plan.

Mr. Cupples stated the TSP would be revisited every five years.

Mr. Winstanley stated several years ago there were four bridges in the community that were improved. At that time the Oregon Department of Transportation (ODOT) had money available to improve the bridges and the City of Seaside's bridges met the criteria that ODOT required. There was virtually no money available today for improving bridges that were in the TSP. The TSP was a fluid document and in two to three years if ODOT had funding for bridges staff would come back before the Council to move the schedule for bridges and change the TSP.

Mayor Larson stated people were concerned the TSP was a new Highway 101 build. The TSP was a plan like the Parks Master plan.

Council President Tolan stated Council may need to schedule a workshop.

Mayor Larson stated Council was scheduled to have a workshop on Monday, January 31, 2011, to discuss the Convention Center report for a possible expansion. Mayor Larson further stated Council could follow the process with the Planning Commission and possibly add some time to the workshop for discussion.

Mr. Winstanley stated a workshop concerning the TSP on January 31, 2011, would be too early. The Planning Commission needed to work on the TSP and would make recommendations to Council as far as the ordinances were concerned. There would be language changes that were necessary for the ordinances. There was not enough time to discuss the information at the January 31, 2011, workshop because the Planning Commission needed to have time to make changes.

**UPDATE - NORTH
HOLLADAY PROJECT**

Neal Wallace, Public Works Director, stated construction elements for the North Holladay Project were completed. Staff would consider the final walk through with Big River sometime this week. The final piece to construction was the addition of two catch basins to the 12th Avenue Intersection. The basins had been installed and Clean Sweep had been contracted to pave the intersection and do final paving at the Prom Bike Shop. Street lights were in, pavement had been striped, sidewalk segments were patched, fences and walls were repaired, and the project was ready to be wrapped up. The old mail boxes should be removed sometime this week. Mr. Wallace further stated there were a couple of items that prevented the project from being finished: first was the set of utility as-builts that were owed. Big River was in the process of hiring a surveyor to complete the work, second was the monument replacement survey. During the course of construction, a few survey monuments were either disturbed or destroyed. The City was required by law to replace the monuments and file the appropriate map with the County Surveyor. Big River was also working with the land surveyor to complete that task. When the items were completed the City would prepare a final report to ask Council to accept and finalize the project.

**VACANCY –
CONVENTION CENTER
COMMISSION**

Mayor Larson stated there was one vacancy on the Convention Center Commission. Dana Phillips was elected as a City Councilor and had resigned from her position on the Convention Center Commission.

Mayor Larson stated he was appointing Councilor Phillips as the Convention Center Commission Representative. Mayor Larson asked the press to advertise the vacancy.

COMMENTS – STUDENT REPRESENTATIVE

Taylor Ames, Student Council Representative, stated the Winter Dance at Seaside High School was this weekend and the theme was Fire and Ice. Ms. Ames further stated Homeless Day was scheduled at the Seaside Convention Center on January 24, 2011, and would be hosted by Clatsop Community Action and there would be food and haircuts provided. There would also be job opportunities and insurance for homeless students and community members. Ms. Ames further stated the Pac Ram Wrestling Tournament would be January 21, 2011, and January 22, 2011. Ms. Ames further state Parent Teacher Conferences were scheduled for February 3, 2011, and February 4, 2011.

COMMENTS – COUNCIL

Councilor Montero stated the Homeless Day was actually scheduled for January 27, 2011, and there were volunteers and donations needed. Councilor Montero further stated it was quite an honor to be elected as Councilor and she would take it very seriously. Councilor Montero thanked everyone for their support and would do her best serving on the City Council.

COMMENTS – STAFF

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated the Convention Center Commission Meeting was scheduled for Wednesday, January 12, 2011, 7:00 pm.

Dale Kamrath, Seaside Fire Chief, thanked Mayor Larson and Mr. Winstanley for attending the Fire Department banquet on Saturday, January 8, 2011. There were officer awards given and Jamie Oxley received an award for Emergency Medical Services (EMS), Joey Daniels received an award for Fire Officer of the year, and Jason Schermerhorn, was awarded with Fire Fighter of the year.

Mr. Winstanley stated the Council would like to schedule the workshop on Monday, January 31, 2011, 6:30 pm, which would be a combined workshop with the Convention Center Commission. Mr. Winstanley further stated the Goal Setting Workshop was planned for March 11, 2011, and March 12, 2011.

ADJOURNMENT

The regular meeting adjourned at 4:13 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR