

- CALL TO ORDER** The Regular meeting of the Seaside City Council was called to order at 7:00 PM by Mayor Don Larson.
- Mayor Larson introduced the new reporter and editor for the Seaside Signal, Sayde Moser.
- Present: Mayor Don Larson, Council President Don Johnson, Councilor Dana Phillips, Stubby Lyons, Tim Tolan, Jay Barber, and Tita Montero.
- Absent: None
- Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; and Sayde Moser , Seaside Signal.
- AGENDA** Motion to approve the November 12, 2012 agenda; carried unanimously. (Lyons/Phillips)
- PROCLAMATION** Councilor Lyons read the Proclamation for Veterans Day.
- COMMENTS – PUBLIC** Tim Mancill, 755 N. Wahanna Rd., Seaside, stated he had a concern with a flood issues after the first couple of weeks of heavy rain. Mr. Mancill further stated he had lived in his home on Wahanna Road for approximately eight years and he had never seen that much flooding with approximately a foot of water going over the east part of 12th Avenue and Wahanna Road. Mr. Mancill further stated he spoke with Jeff Maltman, Public Works, because the culverts were obviously plugged up and found out the North Coast Land Conservancy was reintroducing Habitat for Beavers to the Thompson Falls and Stanley Acres Marsh area. There were issues with the water backing up and plugging the culverts which also caused flooding. Mr. Mancill further stated according to the Land Conservancy Website there was a work party being held on November 17, 2012, for Habitats for Beavers, and there were concerns with flooding because of the beavers taking over the area. Mr. Mancill further stated he had spoken to Doug Ray approximately a week ago and found out the Land Conservancy was trying to reintroduce the beavers, and the beavers would build dams during the summer and as soon as the rains came the water would build up which caused issues with flooding.
- Mayor Larson stated Council had heard comments prior to this City Council meeting on the issue and the City Manager would speak with the Public Works Director.
- Mr. Mancill stated he had taken pictures of the flooding and there was still six months of rain which made him very concerned.
- 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 \$834,226.12; and October 22, 2012, regular minutes; carried unanimously. (Lyons/Johnson)
- REQUEST –
KIWANIS CHRISTMAS
TREE SALE** Mayor Larson stated the Seaside Kiwanis had requested the City Council waive the business license fee of \$75.00 for their annual Christmas tree sale in November and December. The Christmas tree sale would be located at the Seaside Factor Outlet parking lot which was the same location as previously. Mayor Larson further stated Council had previously waived the business license for Seaside Kiwanis for five years starting in 2007 which expired in 2011. Mayor Larson asked Council what they wished to do.
- Motion to waive the Kiwanis Business License fee for five years for the annual Christmas tree sale beginning 2012and ending 2016; carried unanimously. (Phillips/Montero)
- SEASIDE CIVIC AND
CONVENTION CENTER
FOOD AND BEVERAGE
CONTRACT** Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated Council was presented with the Food and Beverage Contract with the Seaside Civic and Convention Center. Mr. Vandenberg further stated Oregon Fine Foods had been the exclusive food and beverage caterer for the Convention Center and both parties came to an agreement. Mr. Vandenberg further stated he would outline a couple of significant items in the contract. The contract was for three years beginning November 21, 2012, with the option to renew for two, three year options which was based on how performance was within the three years.

The basic terms of the contract was that Oregon Fine Foods would pay the City 12 ½ percent of the first \$450,000.00 of the gross food and beverage sales. When that number exceeded \$450,000.00, Oregon Fine Foods would then pay 15% for every amount of money made over the \$450,000.00. There was also an agreement to pay 20% for all liquor sales and 5% for anything done outside of the Convention Center in terms of catering events or weddings when the kitchen was used. There were not a lot of changes made from the previous contract. Mr. Vandenberg further stated a change made to the contract was a service and gratuity fee that would start January 1, 2013, and would be 15% of all internal catered food events. The service staff and non-salaried kitchen personnel shall be paid 60% of the gratuity and service charge with the remaining 40% to be divided as follows: Administrative fees will be paid 5% and the remaining 35% to the Seaside Civic and Convention Center that may be used at the discretion of the City as a Food Service Reserve or converted to revenue for the Convention Center. Mr. Vandenberg further stated in the Convention Center industry there were basically two types of contracts and that is a Management Fee where someone was hired to come in and do the work and pay them a flat fee and the other was a P and L contract where companies like Oregon Fine Foods could have really high sales and the Convention Center would then receive a higher commission. Mr. Vandenberg recommended Council approve the contract and enter into an agreement with Oregon Fine Foods.

Mayor Larson stated the process started in January, 2012.

Mr. Vandenberg stated the process was quite extensive with a consultant that was brought in to write the Request for Proposal (RFP) and the Convention Center was very happy with the outcome of the finished product. There was also a review of the criteria and also interviews conducted.

Mayor Larson stated Randy Frank was a member of the Convention Center Commission and helped work on the process. Mayor Larson asked Mr. Frank if he had anything to add.

Mr. Frank stated the process was very thorough and the three companies that bid for the contract also made plate presentations that the Commission sampled and Oregon Fine Foods was the best company for the Food and Beverage Contract.

Councilor Phillips stated hats off for all the time that was put into the Food and Beverage Contract by the Commission, Mr. Vandenberg, and the City Manager.

Councilor Barber stated he was pleased to learn the contract allowed for the non-profit groups to use the Convention Center facility without charge and that was a great thing for the community.

Motion to approve the Seaside Civic and Convention Center Food and Beverage Contract with Oregon Fine Foods; carried unanimously. (Phillips/Lyons)

**SEASIDE CIVIC AND
CONVENTION CENTER
EXCESS EQUIPMENT
DISTRIBUTION**

Mr. Vandenberg stated the Convention Center recently purchased a brand new Rational Convection Oven and in order to make room in the kitchen a piece of equipment needed to be removed and the Convention Center had a GROEN ten gallon gas fired jacket steam tilt kettle valued at \$2,500.00 that had been used very little. Mr. Vandenberg further stated the Convention Center was staying in compliance with City Ordinance Chapter 34.02 (D) (1) regarding Donation of City Property. Mr. Vandenberg requested Council approve the City of Seaside donation of the GROEN gas fired jacket steam tilt kettle to the Seaside High School Culinary Department.

Councilor Phillips stated the Bob Chisholm Community Center was offered the piece of equipment and there was not enough space.

Mr. Vandenberg further stated there were offers always made to the City Departments first and when those were exhausted then the Convention Center looked elsewhere.

Motion approving the City of Seaside donation of a GROEN gas fired jacket steam tilt kettle to the Seaside High School Culinary Department; carried unanimously. (Phillips/Montero)

**COMMENTS - STUDENT
REPRESENTATIVE**

Kegan Wallis, Student Representative, stated the Seaside High School Swim Team starts tomorrow and there was a fall Jazz Concert on Wednesday, November 14, 2012, at 7:00 pm at Seaside High School.

Councilor Lyons asked Mr. Wallis to stand and model a sweatshirt that was made for him for Student Council Representative.

COMMENTS – COUNCIL Councilor Tolan congratulated Randy Frank for being the new City Councilor voted in for Ward 1 & 2 starting January, 2013. Mr. Frank would have big shoes to fill.

Councilor Lyons stated there were a few Veterans at the meeting and he wished them a Happy Veterans Day.

Councilor Barber stated at the last City Council meeting he spoke about concerns with Coyotes at the Seaside Golf Course and wanted to express appreciation to Mr. Winstanley for the research that was done. Councilor Barber further stated information was received from the Oregon Department of Fish and Wildlife (ODFW) and what was required was for the neighbors in the community to work together to hire the County Trapper to come in and deal with Coyote. There had been Coyotes in the area for years but now they were coming into people's yards. Unfortunately the policy was that nothing drastic could be done until someone was hurt. Councilor Barber further stated there would be a Community meeting in the South end of town to get neighbors together.

Mark Winstanley, City Manager, stated the contact number for ODFW was the Tillamook Office at (503) 842-2741.

Councilor Montero publically thanked Mayor Larson for coming to Tongue Point Job Corp on Wednesday, November 7, 2012, to celebrate Veterans Day.

Mayor Larson stated those young people at Tongue Point Job Corp were an amazing group. Mayor Larson asked if Council wished to schedule a City Council meeting on Monday, December 24, 2012.

Motion to cancel the City Council meeting for Monday, December 24, 2012; carried unanimously. (Montero/Phillips)

**COMMENTS – CITY
STAFF AND PUBLIC**

Bill Carpenter, PO Box 797, Seaside, stated he attended the Northwest Oregon Area Commission on Transportation (NWACT) meeting in Astoria and listened to a number of people make presentations concerning Clatsop County, Tillamook County, and Columbia County. If there was a project on the list for Seaside in the future and Seaside requested money for the project the money would come from the Commission.

Chuck Minor, Chamber of Commerce President, stated Monday, November 19, 2012, the Holiday Tree would be set up, and Friday, November 23, 2012, was the Parade of Lights which started off the Christmas Season.

Dan Van Thiel, City Attorney, stated in Baker City people would just shoot the Coyotes. Mr. Van Thiel thanked Randy Frank for inviting him to Norma's for a seafood dinner whenever he was in Seaside for meetings.

Mr. Winstanley stated since there would not be a City Council meeting on Monday, December 24, 2012, he would ask for Council's permission to take time off from December 17, 2012, to January 2, 2012.

Council consensus to allow Mr. Winstanley time off in December.

Mayor Larson stated the City Council Goal Setting Session was January 18, 2012, and January 19, 2012.

ADJOURNMENT The regular meeting adjourned at 7:27 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR