

- CALL TO ORDER** The Regular meeting of the Seaside City Council was called to order at 7:00 PM by Mayor Don Larson.
- Present: Mayor Don Larson, Council President Don Johnson, Councilors Tita Montero, Jay Barber, Randy Frank, and Dana Phillips.
- Absent: None
- Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Dave Ham, Seaside Police Chief; Jon Rahl, Convention Center & Visitors Bureau Assistant Manager; Taylor Barnes, Student Representative; and Nancy McCarthy, Seaside Signal.
- AGENDA** Motion to approve the November 10, 2014 agenda; carried unanimously. (Frank/Phillips)
- SWEARING IN SEASIDE POLICE CHIEF** Mark Winstanley, City Manager, swore in Police Chief Dave Ham and congratulated him.
- Mayor Larson stated he was very happy to have a new chief and one that was internal. Mayor Larson further stated he was happy to see the support of the department and family attending the meeting.
- Chief Ham introduced his wife Sheryl, son's Derrick and Joshua, and Mother n Law Lou.
- PROCLAMATION** Mayor Larson read the Proclamation for Veteran's Remembrance Day. Mayor Larson stated tomorrow November 11, 2014, at the Convention Center there would be a short remembrance for the Veteran's. At 11:00 am a wreath would be put into the water and cake and coffee served.
- COMMENTS – PUBLIC** None
- COMMENTS – STUDENT REPRESENTATIVE** Taylor Barnes, Student Representative, stated Seaside High School was entering into the winter session of the year. The Fall Sports Results: Seaside Football was knocked out of playoffs by banks. Boys Soccer was knocked out by Phoenix in Medford. Girls Soccer played very well but was knocked out by Northbend. The Fall Play Sixty's Mania opened Friday, November 7, 2014 and would continue through this week. The ASB Student Council had a coat drive and the coats received were given out to the underage kids in the school and the kids were very happy to receive the coats. In a couple of weeks Seaside High School would have Holly week which was the same theme as Homecoming week but was not a competition. There would be decorations and dressing up with Hot Cocoa and Donuts given out in the mornings. Thanksgiving break would be in two weeks and there would be five days off in school and that would mark the end of the first trimester.
- 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 \$361,640.33; and October 27, 2014, regular minutes; carried unanimously. (Barber/Montero)
- VACANCY – CITY TREE BOARD** Mayor Larson stated there were two vacancies on the City Tree Board with no applications received. Mayor Larson asked the press to advertise the vacancy.
- VACANCY – COMMUNITY CENTER AND SENIOR COMM.** Mayor Larson stated there was one vacancy on the Community Center and Senior Commission. Mayor Larson asked the press to advertise the vacancy.
- PRESENTATION – CLATSOP ECONOMIC DEVELOPMENT RESOURCES (CEDR)** Kevin Leahy, Clatsop Economic Development Resources (CEDR) Executive Director, stated CEDR was the only organization in Clatsop County whose sole focus was to create, grow, and retain businesses. CEDR served the need for a dedicated economic development services organization, and provided a central point of contact for coordinated efforts across communities, countywide. CEDR provided more resources and service to local businesses than any one community in Clatsop County could provide alone.

Mr. Leahy further stated a Recap of CEDR accomplishments: Validated Results through the Clatsop Community College Small Business Development Center (SBDC) - Full year 2013 and year-to-date 2104: CEDR met with 270 clients in FREE and CONFIDENTIAL advising sessions, totaling 1,831 hours; there were three local business "Success Stories" included as part of the update to Council from Skipanon Brand Seafood, Vintage Hardware and Lucy's Books; CEDR contributed to the creation of 30.5 new jobs; CEDR contributed to the retention of 36 existing jobs; CEDR contributed to 11 new business starts; CEDR assisted in securing over \$1,352,000 in financing for local businesses; the CEDR/Clatsop Community College SBDC Small Business Management Program had 29 business owners and managers enrolled in the flagship program at the Seaside South County Center, and had been part of Clatsop Community College since 1979; CEDR presented 71 educational workshops serving more than 737 people; CEDR was one of only two SBDC Centers in the State of Oregon participating in a Virtual Incubation Program (VIP) with the Oregon Technology Business Center in Beaverton, connecting four local business entrepreneurs with metro area business mentors. Mr. Leahy further stated the Clatsop Community College Small Business Development Center, under the CEDR umbrella, was part of the statewide Oregon Small Business Development Center Network (OSBDCN), one of nineteen Centers in the state of Oregon that were affiliated with every community college in the state, as well as two universities. The core mission of the SBDC was FREE and CONFIDENTIAL one-on-one business advising, training and information resources for new and existing businesses. (CEDR would continue to search out more funding as the advising was at no charge and if new sources of funding were not found there would need to be a cut back on advising which was a critical service to the business community). CEDR was affiliated with Clatsop Community College, and spearheaded the CEDR/SBDC Advisory, Education and Workforce Training committee with the Oregon Employment Department, Clatsop Community College, Tongue Point Job Corps, Pac NW Works and business leaders on workforce training and development initiatives that would benefit the region, create more jobs, give us a competitive advantage, and not duplicate resources. Mr. Leahy further stated the annual CEDR awards were held in Astoria at the Liberty Theater on March 19, 2014, and Seaside was well represented with award winners, including: Business Service to the Community-Small Business: BEACH BOOKS; Entrepreneurship- Large Business: MASUDUR R KHAN, DOEL HOSPITALITY LLC, Owner of Inn at Seaside, City Center Motel and River Inn at Seaside; Stewardship Award: SEASIDE BREWING COMPANY; Plus the other winners - Entrepreneurship- Small Business: LUKE COLVIN; Business Service to the Community- Large Business: LUM'S AUTO CENTER; Technological and Manufacturing Advancement: LEKTRO; and Economic Impact: PACIFIC COAST SEAFOODS. The common characteristic for the winners, they were all entrepreneurs who were risk-takers, set a high standard for themselves and all their employees, had a set vision for their business, loved what they did, and also loved the fact that they could have a successful business and also have a very special place to live and work in Clatsop County. Note that collectively these seven businesses employed 500 people, who lived throughout the county and also across the river in neighboring Pacific and Wahkiakum County. Save the date – CEDR awards event would be at the Seaside Civic and Convention Center on Wednesday, March 18, 2015. Mr. Leahy further stated CEDR's Business Community Involvement: CEDR met monthly on economic development issues with County Manager Scott Somers and all City Managers; was an advisory member of the Governor's Regional Solutions Advisory Committee; member of Col-Pac Economic Development District as an advisory member; served on the Clatsop Forestry Economic Development Committee(CFEDC); member of the Columbia Pacific Preservation (CPP)/CCC Historic Preservation Program Committee; CEDR was a member of the Astoria Downtown Historic District Association Business Development Committee (ADHDA); member of Clatsop Community College and Astoria High School Business Advisory Committees; member of the Astoria-Warrenton Chamber Board as an advisory member; member of Seaside Chambers of Commerce; member of Seaside Downtown Development Association (SDDA); member of the Clatsop Community College Hospitality Committee for Clatsop County; and CEDR Director Kevin Leahy was also a member of the Seaside Rotary and Rotary Board of Directors. Mr. Leahy further stated the CEDR 2014 approved budget (July 2014 – June 2015) which was included in the Council packet.

Consensus Council the CEDR Budget was not included in the packet.

Mr. Leahy provided copies of the budget which were distributed to Council. Mr. Leahy stated CEDR Revenue: County Sponsorship \$60,000, City/SETD/Port \$26,500, CCC Support \$34.6K/+Program Income \$52,649, Private Sector Sponsorship \$22,000, Federal/SBDC Grants \$73,454, Carryover into FY \$3,000, with total revenue \$237,603. The CEDR Expenses: Wages and Fringe \$193,427, Rent (South County) \$9,000, Contracted Consultants/SBDC. \$12,000, G&A/Advertising/Travel/Supplies/Misc \$22,250, Unallocated (Carry into next FY) \$926, with the total expenses \$237,603. Mr. Leahy further stated the CEDR Projected Revenue: County Contribution= \$60,000. Cities: Astoria-\$7,500. Seaside-\$7,500. Warrenton- \$5,000. Cannon Beach- \$2,000. Gearhart \$2,000. Total Cities- \$24,000. Sunset Empire Transportation District \$500. Port of Astoria- \$2,000. (Projected). Clatsop Community College \$34,649 "Match" and Program Income of \$18,000. Total = \$52,649. Private Sector Sponsorship will be an increase of \$4,000, Federal/SBDC funding: SBA \$31,150. OBDD/Business Oregon \$42,304. Total= \$73,454.

Councilor Montero stated the past year CEDR had done a much better job of getting its name out into the community and not just the name but the successes and activities so that people understood what CEDR was all about.

Mayor Larson asked if Jim Entler was an employee with Clatsop Community College.

Mr. Leahy stated Jim Entler retired approximately three years ago from Clatsop Community College. Mr. Entler's program was a faculty position and Mr. Leahy now oversees the program for the college. Mr. Leahy further stated what happened in the past was there were two community colleges that had a faculty member that was the Small Business Management (SBM) Instructor and now all but one was in the SBDC family. Mr. Entler does have his own private company which was called Small Business Management but was not associated with the college.

Motion for staff to schedule the Resolution for the annual contribution to CEDR on the City Council Agenda November 24, 2014; carried unanimously. (Johnson/Frank)

COMMENTS – COUNCIL

Councilor Frank congratulated Dave Ham and stated he was excited for Chief Ham to take over and wished him all the best. The Council was here to support Chief Ham and relied on the police chief for many different things like background investigations and recommendations for OLCC Applications and things like that and Councilor Frank thought Chief Ham would do a great job. Councilor Frank further stated the public was welcome to come to the Veteran's Remembrance at the Convention Center 10:30 am and have a piece of cake.

Councilor Montero congratulated Dave Ham and stated she was lucky to have him sitting on a board she sits on and Chief Ham would make good contributions to that board. Councilor Montero further stated at Tongue Point she had the privilege of being in charge of the annual Veterans Day Assembly which was her favorite assembly of the year. The assembly was last week and Councilor Montero had been doing some research and learned that November was also Military Family Appreciation Month and without military families there would not be Veterans without their support. Councilor Montero officially thanked not only the Veterans but to all military family members.

Councilor Barber stated he missed some meetings last week and had been in Washington DC and was there with a group working on the Minor Sex Trafficking issue. Over forty organizations were working on the same issue and were all moving in the same direction. Councilor Barber further stated he had missed the opportunity to say congratulations to the Mayor, Councilors Phillips and Montero, Councilor elect Seth Morrissey.

Mayor Larson congratulated Councilor Barber also.

Councilor Johnson congratulated the Mayor and Councilors and looked forward to working another two years together.

Mayor Larson stated the City Council and Convention Center Committee had a very important meeting Thursday, November 13, 2014, 5:30 pm, concerning the Convention Center Feasibility and cost. Mayor Larson stated Council needed to set a workshop date to take a look at the new piece of property the Lutheran Church and discuss ideas for the use of the building.

Council Consensus to conduct a workshop at the Lutheran Church on Monday, December 15, 2014, 6:00 pm.

COMMENTS – STAFF

Jon Rahl, Convention Center & Visitors Bureau Assistant Manager, stated the Seaside Visitors Bureau was being considered by Travel Oregon State as a welcome center. There were nine welcome centers throughout the state and Astoria was going through changes with their building and passed on being part of the program next year. This would be good recognition for Seaside and more brochures would be carried at the center and that could be handled. Mr. Rahl further stated Council was given information about the Convention Center to review prior to the workshop on Thursday. Mr. Rahl further stated there was a Living Water Couples Retreat moving into the Convention Center on Thursday. There were approximately 350 people and they had a lot of free time on their hands and were in town spending money.

Councilor Montero asked if Tourism Group was coming to Seaside.

Mr. Rahl stated that would be February, 2015 and was mentioned at the Seaside Downtown Development Association meeting. The Oregon Tourism Commission which oversees Travel Oregon rotated their quarterly board meetings throughout the State and Seaside was getting the opportunity to host February, 2015.

Laurie Mesphelt, SDDA, stated she was looking forward to the Flag Raising Ceremony for Veterans Day at the Convention Center with Safeway donating a cake. Ms. Mesphelt further stated Saturday, November 15, 2014, was the Wine Walk from 3:00 pm to 7:00 pm.

Mayor Larson asked where the registration for glasses was.

Ms. Mesphelt stated the Carousel Mall or River Tide Suites.

Kim Jordan, Administrative Assistant, stated the Library Board would have a possible term expiration depending on the terms that had been served and would be on the City Council agenda November 24, 2014. Ms. Jordan apologized for the CEDR Budget not being in the City Council packets. The paperwork was there but somehow did not get copied.

Dan VanThiel, City Attorney, stated he had worked with Dave Ham who had been a great police officer for many years and would make a good chief.

Mr. Winstanley stated it had been a pleasure as the City Manager to go through the process of choosing a police chief and when the decision was made it was an honor to swear Dave Ham in as the Seaside Police Chief.

**RECESSED INTO
EXECUTIVE SESSION**

Council recessed into Executive Session at 7:43 PM in accordance with ORS 192.660(2) (a) regarding the appointment of a Seaside Municipal Court Judge.

**RECONVENED FROM
EXECUTIVE SESSION**

Council reconvened from Executive Session at 8:03 PM.

Motion to continue the interview process for a Seaside Municipal Court Judge; carried unanimously. (Barber/Johnson)

ADJOURNMENT

The regular meeting adjourned at 8:04 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR