

CONVENTION CENTER COMMISSION:

6:20 PM – PATRICK DUHACHEK

6:30 PM – JENNIFER ENGLISH

**AGENDA SEASIDE CITY COUNCIL MEETING
MARCH 10, 2014 7:00 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PROCLAMATION – CHILD ABUSE PREVENTION MONTH
6. PROCLAMATION – 2014 SEASIDE HIGH SCHOOL GIRLS BASKETBALL TEAM
7. COMMENTS FROM STUDENT REPRESENTATIVE, DANNY LEARY
8. COMMENTS – PUBLIC
9. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
10. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS – \$664,302.87
 - b) APPROVAL OF MINUTES – FEBRUARY 24, 2014 REGULAR MINUTES
 - c) RESOLUTION #3812 – A RESOLUTION OF THE CITY OF SEASIDE, OREGON, ADJUSTING THE 2013-2014 CITY OF SEASIDE BUDGET
11. UNFINISHED BUSINESS:
 - a) VACANCY – CONVENTION CENTER COMMISSION
12. NEW BUSINESS:
 - a) LIQUOR LICENSE APPLICATION – STOP N GO, 1625 N. ROOSEVELT
 - b) LIQUOR LICENSE APPLICATION – BIG KAHUNA PUB AND GRILL, 111 BROADWAY #1
 - c) PUBLIC HEARING – RESOLUTION #3813 – A RESOLUTION ADOPTING AND APPROPRIATING BUDGET INCREASES AND REDUCTIONS OF GREATER THAN 10% FOR THE 2013-2014 CITY OF SEASIDE BUDGET
 - OPEN PUBLIC HEARING
 - CLOSE PUBLIC HEARING
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED

- d) RESOLUTION #3814 – A RESOLUTION ADOPTING AND APPROPRIATING BUDGET INCREASES AND REDUCTIONS OF LESS THAN 10% FOR THE 2013-2014 CITY OF SEASIDE BUDGET
 - PUBLIC COMMENTS
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED
 - e) LIBRARY ANNUAL REPORT, ESTHER MOBERG
 - f) SEASIDE CIVIC AND CONVENTION CENTER/VISITORS BUREAU ANNUAL REPORT, RUSS VANDENBERG AND JON RAHL
 - g) APPROVAL – WATER TREATMENT PLANT SOLARBEE PURCHASE
 - h) VACANCY – PARKS ADVISORY COMMITTEE
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, we believe that society has an obligation to protect a child's right to be safe, to be treated with dignity and respect, and to learn and grow in the security of a loving family, free from threats and dangers, including freedom from child abuse and neglect; and

Whereas, child abuse prevention succeeds through collaboration among individuals, social service/child-welfare agencies, mental and physical health care providers, schools, churches, law enforcement agencies, and businesses; and

Whereas, child-focused prevention and intervention programs offer positive alternatives and outcomes for children and encourage families to develop strong, durable ties to their communities; and

Whereas, child-focused prevention and intervention programs offer positive alternatives and outcomes for children and encourage families to develop strong, durable ties to their communities; and

Whereas, child abuse affects every member of the community and all citizens need to be more aware of the effects of child abuse, neglect, and prevention in order to encourage and model healthy parenting in healthy communities,

NOW, THEREFORE, I, Don Larson, Mayor of the City of Seaside, do hereby proclaim the month of April, 2014, as:

CHILD ABUSE PREVENTION MONTH

and urge all citizens to work together to eliminate child abuse and neglect from our community.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Seaside to be affixed this 10th day of March, 2014.



DON LARSON, MAYOR



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

PROCLAMATION

Whereas, the Seaside High School Girls Basketball Team was host to Phoenix in the first round of the OSAA State Girls Basketball tournament on Friday, March 7, 2014 at Seaside High School; and

Whereas, this was a successful season for the Seaside High School girls basketball team with a season record of 21 victories, and just 2 losses; and

Whereas, there is an incredible amount of community and student support at the basketball games; and

Whereas, there have been dozens of businesses and community members who have helped support the basketball teams throughout the years along with the many parents and of course the coaches; and

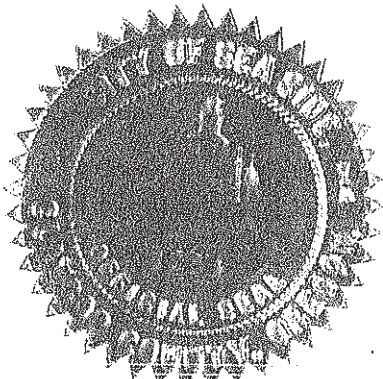
Whereas, the Seaside High School girl's basketball team consists of 2 freshmen, 4 sophomores, 3 juniors, and 2 seniors with an overall average grade point of 3.77.

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

2014 SEASIDE HIGH SCHOOL GIRLS BASKETBALL TEAM

and for the support that is received from the community, students, teachers, and coaches for the various activities that are conducted at the high school every year.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Seaside to be affixed this 10th day of March, 2014.



DON LARSON, MAYOR

- 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 Jay Barber, Tita Montero, Stubby Lyons, Randy Frank, and Dana Phillips.

Absent: None

Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Bob Gross, Seaside Police Chief; Joey Daniels, Seaside Fire Chief; Neal Wallace, Public Works Director; Kevin Cupples, Planning Director; Esther Moberg, Library Director, Russ Vandenberg, Convention Center & Visitors Bureau General Manager; Jon Rahl, Convention Center & Visitors Bureau Assistant Manager; and Nancy McCarthy, Daily Astorian/Seaside Signal.
- AGENDA Motion to approve the February 24, 2014 agenda; carried unanimously. (Lyons/Frank)
- PROCLAMATION Councilor Lyons read the Proclamation for Earthquake and Tsunami Preparedness Month in Seaside.
- COMMENTS – STUDENT REPRESENTATIVE Danny Leary, Student Representative, was absent.
- COMMENTS – PUBLIC Dale McDowell, 3760 Sunset Blvd., Seaside, stated at the last Council meeting he had brought up an issue that he was concerned about and there had been a resolution with the issue as he had met with Mark Winstanley, City Manager, and Neal Wallace, Public Works Director, and was optimistic about the future outcome.
- 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 \$418,856.54; and February 10, 2014, regular minutes; carried unanimously. (Lyons/Barber)
- ORDINANCE #2014-02 ORDINANCE #2014-02 – AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING THE COMPREHENSIVE PLAN REFERENCED IN CODE OF SEASIDE ORDINANCE CHAPTER 151 REVISING URBAN GROWTH POLICIES, GOAL 9 ECONOMIC OPPORTUNITIES ANALYSIS, EMPLOYMENT LAND NEEDS ASSESSMENT, GOAL 10 HOUSING AND RESIDENTIAL LAND NEEDS ASSESSMENT AND BUILDABLE LANDS INVENTORY

Mayor Larson asked for Public comments and there were no public comments.

Mayor Larson asked for Council comments and there were no council comments.

Motion to place Ordinance 2014-02 on its third reading by title only; carried unanimously. (Barber/Montero)

Motion to adopt Ordinance 2014-02; carried with the following roll call vote: (Johnson/Lyons)

YEAS: JOHNSON, MONTERO, BARBER, FRANK, LARSON, PHILLIPS, LYONS
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE
- VACANCY – CONVENTION CENTER COMMISSION Mayor Larson stated there was one vacancy on the Convention Center Commission with two applications received from Patrick Duhachek, and Jennifer English. Mayor Larson further stated the vacancy would be left open until February 28, 2014. Mayor Larson asked Council if they wished to schedule interviews at this time.

Council consensus to schedule interviews prior to the City Council meeting March 10, 2014.

Motion to nominate Patrick Duhachek and Jennifer English for the Convention Center Commission; carried unanimously, (Johnson/Frank)

LIQUOR LICENSE

Mayor Larson stated there was a liquor license application received from Angelina's Pizzeria and Café, 300 S. Roosevelt, Ste. 8. Mayor Larson further stated the application was for an additional privilege. The business had a Limited On-Premises Sales License and was applying for an additional Off-Premises Sales License. Mayor Larson asked if the owner Elizabeth Hall was present, and the owner was present for questions.

Councilor Montero stated the application was for an Off-Premise Sales.

Mayor Larson stated that was correct.

Councilor Montero asked if the Off-Premise Sales included the delivery of alcohol along with a pizza.

Elizabeth Hall, Owner Angelina's Pizzeria, stated that was an additional privilege the business had applied for but there were a lot of restrictions. That was an additional privilege and was not the liquor license Ms. Hall had applied for.

Councilor Montero stated people could buy the alcohol at Angelina's and walk out with it.

Ms. Hall stated that was correct and would be for beer and wine.

Motion approving the Off-Premises Sales License for Angelina's Pizzeria and Café, 300 S. Roosevelt, Ste. 8; carried with Montero opposed. (Barber/Phillips)

SEASIDE POLICE DEPT.
ANNUAL REPORT

Bob Gross, Seaside Police Chief, stated he had provided Council with a copy of the Seaside Police Annual Report. Chief Gross further stated as a Community the economy was getting better and tourists were increasing in Seaside throughout 2013. Unfortunately with the increasing number of visitors, it also created a significant increase in calls for service. This year the department saw a fourteen percent (14%) increase in calls for service, which equaled out to just short of ten thousand calls in 2013. With the increased number of calls came an increase in crime, as indicated by the Part I and Part II crimes. Chief Gross further stated Part I offenses driven solely by Burglaries (+7%) and Thefts (+10%), led to a Part I annual increase of six percent (6%). The only other area that showed an increase was Forcible Rape (1 case), as compared to zero last year. Part I offenses over the past ten years showed a point two percent (.02%) increase or one more case than ten years ago. The Part I Crimes clearance rate increased this year by three percent (3%) to thirty-one percent (31%). Chief Gross further stated Part II offenses also suffered from increased activity, rising eighteen (+18%) percent, including increases in Simple Assault (41 to 54), Fraud (22 to 38), Liquor Laws (69 to 122), Drugs (102 to 132), Disorderly Conduct (177 to 219), and DUII (62 to 83). The most significant decreases in Part II offenses were Runaway (26 to 20), Vandalism (185 to 158), and Curfew (15 to 7). Part II Crimes clearance rate was seventy-eight (78%) percent, a nine percent (9%) increase over 2012. The ten year look at Part II offenses showed a fourteen percent (-14%) reduction. Chief Gross further stated Underage drinking enforcement of liquor laws remained a department priority, which helped reduce crime associated with minors and drinking. Officers cited one hundred ninety-eight (198) minors for possession or consumption of alcohol. They also arrested twenty-four (24) people for furnishing alcohol to minors and conducted two decoy operations (March & December) through local alcohol outlets to ensure compliance in asking for the proper identification. Chief Gross further stated the departments continued planning and partnerships with the Seaside Downtown Development Association and Seaside Chamber of Commerce continued to provide for successful events like Spring Break, 4th of July, Beach Volleyball, and Hood to Coast. The department also provided security and assistance for the Miss Oregon Pageant including a parade. The 4th of July Parade seemed to get bigger every year, and our parade operational plan developed in cooperation with the Seaside Chamber of Commerce created a safer parade this past year. Chief Gross further stated the seventh annual South County Citizen's Police Academy was sponsored this year by Cannon Beach and several Seaside officers and dispatchers were used in providing training. The Citizen's Academy was a law enforcement partnership with Gearhart, Cannon Beach, and the Clatsop County Sheriff's Office, to provide training to citizens interested in law enforcement in Clatsop County. Chief Gross further stated the department continued to provide safety information to children and families by holding the sixth annual Child Safety Fair. This was a partnership with Safe Kids North Coast to give kids the opportunity to learn about bicycle safety, water safety, pedestrian safety, safety around power lines, fire safety, and provided a child safety seat clinic. Each year, entire families come to the fair and learn about safety together.

Mayor Larson stated at the Child Safety Fair there were over seventy-nine safety helmets given out.

Chief Gross stated that was correct. Chief Gross further stated National Night Out in Broadway and Cartwright Parks continued to be one of the best police/community activities during the month of August. The eighth annual old fashioned picnic continued that tradition. The Seaside Chamber of Commerce, Seaside Kiwanis, Rotary Club of Seaside, and Sunset Empire Parks and Recreation continued their partnership by providing food, activities, and prizes for the community event. It was just one more opportunity for the community to have a conversation with police and learn more about protecting themselves and their families.

Chief Gross further stated while 2013 crime statistics may have shown some increases, the men and women of the Seaside Police Department worked hard this past year to keep our community safe while meeting the needs of the visitors and residents. Chief Gross further stated the department continued to provide the daily police log through the Seaside Police Department Web Site and was now posting on a face book page as well. The department was also entering the world of twitter as another method of communicating with the Community. If you have not become our friend you are missing out on important information. Nixle 2 was another way of getting important notifications out and Chief Gross encouraged everyone to sign up. The department also provides a prescription drop box for unused and unwanted prescriptions. Members of the police department continued their community involvement through their participation in SDDA, Seaside Chamber of Commerce, Reduce Underage Task Force, Domestic Violence Council, Lunch Buddy Mentoring Program, North Coast Prevention Works, Kiwanis, Rotary, and United Way. Chief Gross further stated 2014 would be a year of change as iPads would be used in police vehicles to reduce the radio traffic and provide officers with more tools to do their job. The department would also continue to update the Strategic Plan and Policies and Procedures, to ensure the department was meeting industry standards and giving clear directions to employees. 2014 would also see a change in leadership as Chief Gross would retire and the City would select a new Chief to lead the department. Chief Gross further stated Seaside was a special place to live and visit and the department would work hard to keep it that way. It was only through continued community partnerships that the department could provide police services that meet community needs while maintaining the trust and confidence of citizens and visitors. Chief Gross asked if Council had any questions.

Councilor Barber asked what a clearance rate was.

Chief Gross stated when a case was cleared it was either by arrest or exceptionally. Exceptionally means you know who was responsible but for a variety of reasons there was no arrest made. Some cases were a civil compromise and in other cases the department found out who was responsible but the victim does not want to pursue it. That was what was meant by clearance rate.

SMOKEFREE PUBLIC BUILDING POLICY

Mark Winstanley, City Manager, stated the City of Seaside has provided a policy that would ban all smoking by a cigarette or by an E-Cigarette from all public buildings. This would keep the City out of the business of trying to referee whether someone was smoking a cigarette or an E-Cigarette. Mr. Winstanley further stated by adopting the policy it made it clear to everyone using a public building as far as the City was concerned that no smoking would be allowed. The City of Seaside currently prohibited smoking in public buildings and on adjacent public grounds, and had determined that prohibiting e-cigarettes should be added to City Policy. Mr. Winstanley further stated the City of Seaside prohibited the use of tobacco products, including E-Cigarettes, in municipal buildings and on adjacent municipal grounds in the City of Seaside. Mr. Winstanley further stated the policy becomes effective upon the date of Council approval.

Motion adopting the City of Seaside policy to ban all smoking including E-Cigarettes from all public buildings; carried unanimously. (Johnson/Lyons)

FINAL – 2013 STREET OVERLAY PROJECT

Neal Wallace, Public Works Director, stated Clean Sweep Maintenance, Inc. had completed all the work associated with the 2013 Overlay Project and issued the warranty statement. The work consisted of paving approximately 800 feet of South Edgewood Street south of Avenue U and Hilltop Drive. The project contract was for \$113,550.00 which was the final cost for the work. Staff recommended accepting the project and releasing the retainage of \$5,667.50.

Motion approving the final for the 2013 Street Overlay Project and release the retainage in the amount of \$5,667.50 to Clean Sweep Maintenance; carried unanimously. (Frank/Phillips)

FINAL – WWTP EROSION PROJECT

Mr. Wallace stated BioEngineering Associates, Inc. has completed construction of the Seaside Waste Water Treatment Plant Emergency Shoreline Protection Project. This work consisted of construction of 3 quarried boulder groins, 2 brush barriers, and a rock revetment to protect a total of 200 feet of eroding shoreline, at a cost of \$785 per linear foot. The groins were constructed using 1,500 tons of 4 – 6 ton rock. Each groin measures 40 feet wide along the bank, 10 feet wide at the tip, 12 feet tall, and extends 30 feet out from the bank. Each groin was built on a base layer of 4 – 6 ton rock which extends 5 feet out from the groins and 6 feet below grade. Filter fabric was placed behind the groins and pit run was used to fill the interstitial spaces between the boulders in the base layer. In between the deflectors two brush barriers were constructed using logging slash and held down using 1 ton rocks placed on top of the slash. Along the front of the brush barriers cedar posts were driven into the ground to prevent the slash from washing out. The downstream brush barrier measured 30 feet by 20 feet and the upstream brush barrier measured 40 feet by 10 feet. In between the upstream and middle groins a rock revetment was constructed using approximately 600 tons of 3 – 6 ton rock. The revetment was 12 feet tall, 40 feet wide, and extended out 20 feet. The toe of the revetment was keyed 3 feet below grade.

Mr. Wallace further stated the total construction cost was \$157,035.00 and the total estimated cost was \$175,000.00. Mr. Wallace further stated Staff recommended Council accept the work and finalizes the project.

Motion approving the final for the Waste Water Treatment Plant Erosion Project completed by BioEngineering Associates, Inc.; carried unanimously. (Phillips/Montero)

UPDATE –
VISIONING 2034

Jon Rahl, Convention Center & Visitors Bureau Assistant Manager, stated there had been approximately one hundred seventy-one surveys that had been completed. One hundred fifty-two of the survey's had been completed on the Community side.

Mayor Larson asked what was meant by the Community side.

Mr. Rahl stated it was the Community Survey which was the primary survey geared towards adults that lived, worked, and played in Seaside. The Youth Survey would be conducted within the next couple weeks. Results from the survey were: Where do you live? highest respondents were west of Highway 101/Roosevelt. 35% of the 152 lived in that area. Where do you work? 55% worked in Seaside. Where in Seaside do you participate in extra curricular activities? 72% said the beach and 45% said downtown. Do you feel like you know what to do in a catastrophe? 85.5% said yes they know what to do. Mr. Rahl stated the next thing to do was to separate Council into different categories and this question would be used to shape that. Of the following please select the five most important topics as a member of the Seaside Community. The top four were #1 Public Safety, #2 Outdoor Recreation, #3 The Environment, #4 Restaurants. There was interest later on in hopefully engaging those that had responded to the survey through focus groups or further discussions. 43% or 66 of the 152 respondents stated in the survey they would like to be involved in the process. Mr. Rahl further stated there was an updated check list in the Council packet this week and if Council had any questions with continuing the process please contact Jon, Esther, or Jeremy. Mr. Rahl further stated Council had Visioning Business Cards to hand out to encourage people to take the survey. The survey would be left open until the next survey was provided.

Councilor Frank asked if each survey would run the same length of time.

Mr. Rahl stated in terms of the three surveys they would run approximately the same amount of time.

COMMENTS – COUNCIL

Councilor Phillips stated looking at the Seaside Police Department Annual Report, showed that Seaside has been very fortunate to have Bob Gross as the Police Chief for all these years. It had been a pleasure working with Chief Gross and what had been done for the Community and the department was wonderful.

Councilor Lyons stated it would be Daylight Saving Time in 13 days or so.

Councilor Montero stated she was very impressed with Chief Gross who had provided the police department with great leadership.

Councilor Barber stated the level of minor alcohol consumption in the Community was a high priority for everyone to work at trying to curb.

Council President Johnson stated last week the Tourism Advisory Committee met and were reviewing grant applications that supported the functions of the Community like the 4th of July, Beach Discovery Program, and the Jazz Festival. The Committee was still looking for more applications.

Mr. Rahl stated the grant application period had been opened for 2014-2015 and applications would be accepted until April 11, 2014.

Council President Johnson stated the Transportation Advisory Commission met and Dale McDowell had been elected as the Chair and Ben Olson was elected as Vice Chair. The discussion was the Avenue 'U' Bridget Project which was progressing.

Mayor Larson stated he attended the Jazz Festival and Thursday, February 20, 2014, at the Elks was one of the most wonderful three hours of music he had heard. The festival continued Friday February 21, 2014, Saturday February 22, 2014, and ended Sunday February 23, 2014 in the afternoon. The Jazz groups traveled from all over the United States and his favorite group came from Connecticut. Mayor Larson further stated he received a card in the mail today from Recology-Western Oregon Waste and they now want to bill for a current month and then a month ahead.

Councilor Montero asked if that needed to go through Council for permission.

Mr. Winstanley stated the franchise agreement allowed Recology to set how their billing cycle worked. There had been conversations with Recology over the billing changes and informed Recology their franchise gave them the authority to change the billing cycle.

Mayor Larson stated they were billing customers a month in advance for services that had not been received and Mayor Larson was totally against it and could anything be done.

Mr. Winstanley stated it would take a change in the franchise agreement.

Mayor Larson asked if he was the only one that cared about the change.

Councilor Barber stated he did not care about the change.

Councilor Phillips stated she also did not care about the change.

Mayor Larson stated he did not want to pay ahead and did not understand having to pay a month ahead for a utility.

Councilor Montero stated she did not like it. There were concerns because that meant one month people would be charged double.

Councilor Phillips stated Council did not have a choice.

Mayor Larson stated it seemed that Council had some feelings toward not liking the change. Mayor Larson asked if Council could write a letter.

Mr. Winstanley stated Council can write a letter which was not a problem. In defense to Recology they did make the City of Seaside aware of the change and were not doing it behind anyone's back.

COMMENTS – STAFF

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated the Jazz Festival was a great event and people really enjoyed themselves and Seaside was very fortunate that Ruth Johnson and Judy Shook both were continuing to promote the program and bring it back year after year.

Councilor Phillips stated it was a dying art because there used to be Jazz Festivals all over the United States and into Canada and there were very few left.

Bob Mushen, Seaside Chamber of Commerce, stated there would be the Pouring at the Coast event Friday, March 14, 2014 and Saturday, March 15, 2014.

Laurie Oxley, Seaside Downtown Development Association (SDDA), stated SDDA was partnering with Seaside Kids, Inc. for the Golf Tournament Wednesday, August 27, 2014.

Mr. Wallace stated Public Works would be welcoming a new Water Foreman in approximately a week.

Esther Moberg, Library Director, stated the latest event was lie detectors which could tell if people were lying. There was also a program "Read to a Dog" where children read to a dog.

Mr. Rahl stated there would be an Oregon Festivals and Events conference at the Convention Center and they would be shooting fireworks on the beach Sunday, March 2, 2014, 7:30 pm.

Joey Daniels, Seaside Fire Department, stated February was a busy month for training.

Kevin Cupples, Planning Director, stated there was a Planning Commission meeting Tuesday, March 4, 2014, 7:00 pm. There would be a review on a Vacation Rental Dwelling with a variance for a front yard area.

**RECESSED INTO
EXECUTIVE SESSION**

Council recessed into Executive Session at 7:46 PM in accordance with ORS 192.610 (I) (i) regarding annual evaluation of the City Manager, Mark Winstanley.

**RECONVENED FROM
EXECUTIVE SESSION**

Council reconvened from Executive Session at 8:17 PM. Mayor Larson read a summary of the Councils evaluation on City Manager, Mark Winstanley.

Mayor Larson stated he would read some of the City Council comments:

Mark does an excellent job with Organizational Management and Leadership and exceeds expectations. Mark should be willing to hire Finance Director. Employees should be evaluated and goals set annually. Mark excels at Fiscal and Business Management and does an exceptional job especially when it comes to the budget. Mark does communicate well with the Mayor and City Council and always has the time for Mayor and Councilors. Mark has improved the rating for Community and Intergovernmental Relations. Concerns or complaints at City Council meetings showed a lack of responsiveness from Staff. Mark is part of Seaside Downtown Development Association (SDDA), Chamber of Commerce, and Rotary which is very valuable. In the Personal and Professional Traits Mark is a consummate professional, well respected by his associates and local organizations, constantly spends additional time in office.

The overall performance rating, Mark was a great manager, well respected - worked too hard; too many hours. The City could not find a better Finance Director. Improved working relationship with Council and Mayor, great choice Department Heads for visioning program. There were suggestions for improvements because Mark still lacked a plan to evaluate all departments. Public Works Department had been known to be lax in showing respect and a response to members of the public, and there should be a review of the bid process.

ADJOURNMENT

The regular meeting adjourned at 8:21 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR

RESOLUTION #3812

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, ADJUSTING THE 2013-2014 CITY OF SEASIDE BUDGET

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby adjusts the 2013-2014 budget, as follows:

| | Water Requirements | | |
|----------------------|---------------------------|----------------|---------------------|
| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
| Personnel Services | \$ 659,769 | \$ 25,000 | \$ 684,769 |
| Materials & Services | 462,050 | 0 | 462,050 |
| Capital Outlay | 360,000 | 0 | 360,000 |
| Interfund Transfers | 512,938 | 3,100 | 516,038 |
| Contingency | 150,000 | (28,100) | 121,900 |
| Ending Fund Balance | <u>1,091,511</u> | <u>0</u> | <u>1,091,511</u> |
| Total | <u>\$ 3,236,268</u> | <u>\$ -</u> | <u>\$ 3,236,268</u> |

The purpose of this adjustment is to provide for increased personnel costs associated with vacation payoff expense and increased water franchise payments.

| | Sewer Requirements | | |
|----------------------|---------------------------|----------------|---------------------|
| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
| Personnel Services | \$ 624,791 | \$ - | \$ 624,791 |
| Materials & Services | 619,800 | 120,000 | 739,800 |
| Capital Outlay | 220,000 | 0 | 220,000 |
| Debt Service | 362,613 | 0 | 362,613 |
| Interfund Transfers | 291,148 | 0 | 291,148 |
| Contingency | 150,000 | (120,000) | 30,000 |
| Ending Fund Balance | <u>594,689</u> | <u>0</u> | <u>594,689</u> |
| Total | <u>\$ 2,863,041</u> | <u>\$ -</u> | <u>\$ 2,863,041</u> |

The purpose of this adjustment is to provide for increased sludge hauling costs. The drier has not come on line as early as anticipated.

| | Systems Development - Water (91) Requirements | | |
|----------------------|--|----------------|---------------------|
| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
| Materials & Services | \$ 50,000 | \$ - | \$ 50,000 |
| Capital Outlay | 250,000 | (170,264) | 79,736 |
| Special Payments | 273,115 | 170,264 | 443,379 |
| Contingency | 250,000 | 0 | 250,000 |
| Ending Fund Balance | <u>498,611</u> | <u>0</u> | <u>498,611</u> |
| Total | <u>\$ 1,321,726</u> | <u>\$ -</u> | <u>\$ 1,321,726</u> |

The purpose of this adjustment is to provide for an increase in funds loaned to the Community Development Fund and to establish a loan to the Special Assessment Fund.

**911 Special Revenue
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|---------------------|-------------------|----------------|-------------------|
| Personnel Services | \$ 79,898 | \$ - | \$ 79,898 |
| Capital Outlay | 0 | 3,000 | 3,000 |
| Contingency | 14,691 | (3,000) | 11,691 |
| Ending Fund Balance | <u>30,000</u> | <u>0</u> | <u>30,000</u> |
| Total | <u>\$ 124,589</u> | <u>\$ -</u> | <u>\$ 124,589</u> |

The purpose of this adjustment is to provide for costs associated with the replacement of a repeater on Tillamook Head.

PASSED by the City Council of the City of Seaside this ____ day of _____, 2014.

SUBMITTED to the Mayor and **APPROVED** by the Mayor on this ____ day of _____, 2014.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

SEASIDE CIVIC AND CONVENTION CENTER COMMISSION

The purpose of the Seaside Convention Center Commission is to be an advisory body to make recommendations to the City Council on matters concerning the Civic and Convention Center. The Commission shall make recommendations concerning policy matters related to the Civic Convention Center. The Civic and Convention Center Commission shall advise the Convention Center Manager, City Manager and City Council on all items relating to the operation of the Civic and Convention Center including but not limited to: Contracts; Building Improvements; Employment of Civic and Convention Center Manager; Rentals; and Budget.

The commission consists of seven members who are not employees of the city and shall be residents, or owners or employees of businesses within the city limits of Seaside.

Each year, at the first Commission meeting in November, the members shall appoint one of their members as Chairperson and one as Vice-Chairperson. The center manager shall serve as Secretary to the Civic and Convention Center Commission.

The Commission shall hold a regular meeting at least once each month of the calendar year. The meetings shall be open to the public. Any person appointed to serve on this committee who misses three or more regularly scheduled meetings during a 12 month period shall be notified by letter that the position must be vacated. The individual may appeal the decision to the City Council. (A 12 month period is defined as beginning in January of each calendar year.)

The members shall serve without salary or compensation of any nature.

Please Note: It is Council policy that applicants must be a city or urban growth boundary resident, business owner or employee of a business for at least one year, depending on committee/commission residency requirements.

CITY OF SEASIDE

Interest Form for Committee/Commission/Board Vacancies

PLEASE RETURN TO CITY HALL BY: November 30, 2013

NAME DUHACHEK PATRICK PHONE 858/ 774-4678

ADDRESS ^{Last} 89736 ^{First} SEALES RD. WARRENTON OR 97146

MAIL ADDRESS (DIFFERENT THEN ABOVE) _____

LENGTH OF TIME IN SEASIDE 2 MOS

ARE YOU A REGISTERED VOTER IN SEASIDE: Yes No REGISTERED VOTER IN OREGON

OCCUPATION SELF EMPLOYED - OWNER WHEEL FUN RENTALS

PAST OCCUPATIONS ENGINEER - NORTHROP GRUMMAN 7 YEARS

NAVAL OFFICER 22 YRS

List committee/commissions on which you would like to serve: Convention Center Comm.

List committee/commissions you are currently appointed to: NONE

List fields in which you have interest or ability:
BUSINESS MANAGEMENT LOGISTICS
MAINTENANCE MANAGEMENT

List employment and volunteer activities, which may relate to service on committee/commissions:

List skills and special knowledge that you may have acquired from these activities:

Have you ever been convicted, pled guilty or pled "no contest" to any crime, offense, or major traffic violation? Yes () No (X) If yes, what offense? _____

When? _____ Please explain: _____

Please list 3 references including an employer or supervisor, and people that have known you for at least 2 years. (No City Council Members, Please)

| NAME | RELATIONSHIP | ADDRESS | PHONE |
|-------------------|----------------------|-------------------|-----------------------|
| <u>BOB ROGERS</u> | <u>UNCLE</u> | <u>SEASIDE</u> | <u>(503) 440-1426</u> |
| <u>JIM ROGERS</u> | <u>FATHER IN LAW</u> | <u>(DECEASED)</u> | |

I authorize, any person or entity contacted by the City of Seaside to furnish information relating to my appointment to the Commission/Committee/Board indicated above and I release any such person or entity from any and all liability for furnishing such information. I also release the City of Seaside from any and all liability for conducting such an investigation.

DATE 19 Dec 20 SIGNATURE 

Please Note: It is Council policy that applicants must be a city or urban growth boundary resident, business owner or employee of a business for at least one year, depending on committee/commission residency requirements.

CITY OF SEASIDE

Interest Form for Committee/Commission/Board Vacancies

PLEASE RETURN TO CITY HALL BY: February 28, 2014

NAME English Jennifer PHONE 541 324 7261 cell. 503 738 9571 work.

ADDRESS 30 N. Prom. Seaside, OR.

MAIL ADDRESS (DIFFERENT THEN ABOVE)

LENGTH OF TIME IN SEASIDE 4 months

ARE YOU A REGISTERED VOTER IN SEASIDE: Yes [X] No []

OCCUPATION General Manager - Seaside OF Shilo

PAST OCCUPATIONS GM - Crater Lake Lodge. GM - City of Napa, Modesto

List committee/commissions on which you would like to serve: Convention Center

List committee/commissions you are currently appointed to: None.

List fields in which you have interest or ability: Hotel/Resort/Restaurant Finance/Operations/Renovations.

List employment and volunteer activities, which may relate to service on committee/commissions: None at present time. Chamber Modesto, Travel/Tourism Sacramento & Modesto, Ambassador Modesto.

List skills and special knowledge that you may have acquired from these activities: People person, friendly, outgoing.

Have you ever been convicted, pled guilty or pled "no contest" to any crime, offense, or major traffic violation? Yes () No [X] If yes, what offense?

When? Please explain:

Please list 3 references including an employer or supervisor, and people that have known you for at least 2 years. (No City Council Members, Please)

Table with 4 columns: NAME, RELATIONSHIP, ADDRESS, PHONE. Rows include Tami MacDonald (Supervisor, Arizona, 541 298 2758), Heather Ferguson (friend, California, 916 768 8710), and Mike Willock (Boss, Oregon, 503 572 0423).

I authorize, any person or entity contacted by the City of Seaside to furnish information relating to my appointment to the Commission/Committee/Board indicated above and I release any such person or entity from any and all liability for furnishing such information. I also release the City of Seaside from any and all liability for conducting such an investigation.

DATE 2/20/14. SIGNATURE Jennifer English

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** January 13, 2014

Name: Terry Bichsel

Commission/Committee: Convention Center Commission

Resignation Date: December 15, 2013

Term Expiration Date: October 25, 2017

Wants to be considered again: No

2. **Applicants:**
Patrick Duhachek
Jennifer English

3. **Nominations:**

4. **Appointment:**

CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

CONVENTION CENTER COMMISSION

Term of Office: 4 years

Number of Members: 7

| <u>NAME</u> | <u>ADDRESS</u> | <u>PHONE</u> | <u>TERM EXPIRES</u> |
|---------------|-------------------|--------------|---------------------|
| MARC POSALSKI | PO BOX 980 | 503-440-4797 | 10/25/2014 |
| TIM TOLAN | PO BOX 911 | 503-738-3802 | 10/25/2014 |
| ROGER SCHULTZ | 2481 VENICE BLVD. | 738-5641 | 10/25/2016 |
| SETH MORRISEY | PO BOX 333 | 440-2138 | 10/25/2016 |
| JEFF KILDAY** | PO BOX 1031 | 738-3018 | 10/25/2017 |
| CHUCK MINER | 2002 MAPLE ST. | 440-9240 | 10/25/2017 |
| VACANCY | | | 10/25/2017 |

*CHAIR

**VICE CHAIR

LIQUOR LICENSE APPLICATION

Sung W. Chun
Stop-n-Go
1625 N. Roosevelt
Seaside

The application is for an Off-Premises Sales License. This would be for a change of ownership.

Off-Premises Sales License – allows the sale of malt beverages, wine and cider to go in sealed containers.

The Police Department has reviewed the applicant and business applying for the liquor license and the information is attached.

Criteria for consideration

The City Council, after consideration, may determine to make a favorable, unfavorable, conditionally favorable or no recommendation to the OLCC. If the City Council makes an unfavorable or conditionally favorable recommendation to the OLCC regarding any application for liquor license, the recommendation will be based on a finding that one or more of the following conditions exist:

1. There is a history or pattern of illegal or disorderly activity on the premises.
2. There have been disturbances and/or other problems (such as fights, altercations, drug dealing by patrons, furnishing alcohol to minors by patrons, public drunkenness, alcohol related litter, etc.) related to the exercise of the applicant's alcohol license privilege and the applicant has failed to take reasonable and timely corrective action when notified of these problems by the police or the OLCC.
3. There is a continuing problem of noise from this business disturbing neighbors.
4. The applicant would be a poor risk for compliance with liquor laws, as indicated by a felony conviction, which reflects on the applicant's ability to be a responsible liquor licensee.
5. The applicant would be a poor risk for compliance with liquor laws, as indicated by a failure to comply with liquor laws.
6. The applicant has a history of abusing alcohol or other controlled substances and would be a poor risk for compliance with liquor laws.
7. The applicant has made an intentional and materially false statement about a matter that reflects on the applicant's ability to comply with the State's liquor laws.
8. An unlicensable person or a party not named as applicant has an ownership interest in the business to be licensed.
9. The applicant has failed to operate as originally proposed to the City Council, the original proposal having been a deciding factor in the Council's favorable recommendation to the OLCC.
10. The applicant has expanded the boundaries of the licensed premises to areas not originally considered by the Council and without City and OLCC approval.
11. The business is located within 500 feet of a school, child care facility, church, hospital, nursing or convalescent care facility, a park or child oriented recreation facility, or an alcohol and other drug treatment facility and there is evidence that the business will adversely impact the facility.

Seaside Police Department

March 3, 2014

MEMORANDUM

TO: Mark Winstanley, City Manager

FROM: Robert Gross, Chief of Police

SUBJECT: Stop & Go OLCC Liquor License Application

We have reviewed the liquor application for Stop & Go, an existing business located at 1625 N. Roosevelt. Stop & Go currently has an OLCC Liquor License for "Off Premises Sales" and this application represents a change in ownership. There are no other changes to their current license. Our background check did not find anything that would disqualify the owner from obtaining this expanded liquor license.

If you have any additional questions, please let me know.

Working Together We Can Make A Difference

LIQUOR LICENSE APPLICATION

Kelly & Pat Richmond
Big Kahuna Pub and Grill
111 Broadway #1
Seaside

This business has applied for a Full On-premises Sales Liquor License. This would be for a change of ownership.

Full On-Premises Sales License – allows the sale of distilled spirits, malt beverages, wine and cider for consumption at the licensed business. This license also allows private catering if the applicant receives pre-approval from OLCC.

The Police Department has reviewed the applicant and business applying for the liquor license and attached is the information received.

Criteria for consideration

The City Council, after consideration, may determine to make a favorable, unfavorable, conditionally favorable or no recommendation to the OLCC. If the City Council makes an unfavorable or conditionally favorable recommendation to the OLCC regarding any application for liquor license, the recommendation will be based on a finding that one or more of the following conditions exist:

1. There is a history or pattern of illegal or disorderly activity on the premises.
2. There have been disturbances and/or other problems (such as fights, altercations, drug dealing by patrons, furnishing alcohol to minors by patrons, public drunkenness, alcohol related litter, etc.) related to the exercise of the applicant's alcohol license privilege and the applicant has failed to take reasonable and timely corrective action when notified of these problems by the police or the OLCC.
3. There is a continuing problem of noise from this business disturbing neighbors.
4. The applicant would be a poor risk for compliance with liquor laws, as indicated by a felony conviction, which reflects on the applicant's ability to be a responsible liquor licensee.
5. The applicant would be a poor risk for compliance with liquor laws, as indicated by a failure to comply with liquor laws.
6. The applicant has a history of abusing alcohol or other controlled substances and would be a poor risk for compliance with liquor laws.
7. The applicant has made an intentional and materially false statement about a matter that reflects on the applicant's ability to comply with the State's liquor laws.
8. An unlicensable person or a party not named as applicant has an ownership interest in the business to be licensed.
9. The applicant has failed to operate as originally proposed to the City Council, the original proposal having been a deciding factor in the Council's favorable recommendation to the OLCC.
10. The applicant has expanded the boundaries of the licensed premises to areas not originally considered by the Council and without City and OLCC approval.
11. The business is located within 500 feet of a school, child care facility, church, hospital, nursing or convalescent care facility, a park or child oriented recreation facility, or an alcohol and other drug treatment facility and there is evidence that the business will adversely impact the facility.

Seaside Police Department

March 3, 2014

MEMORANDUM

TO: Mark Winstanley, City Manager

FROM: Robert Gross, Chief of Police

SUBJECT: Big Kahuna Pub & Grill OLCC Liquor License Application

We have reviewed the liquor application for Big Kahuna Pub & Grill, an existing business located at 111 Broadway #1. Big Kahuna Pub & Grill currently has an OLCC Liquor License for "On Premises Sales" and this application represents a change in ownership. There are no other changes to their current license. Our background check did not find anything that would disqualify the owner from obtaining this expanded liquor license.

If you have any additional questions, please let me know.

Working Together We Can Make A Difference

RESOLUTION #3813

**A RESOLUTION ADOPTING AND APPROPRIATING BUDGET
INCREASES AND REDUCTIONS OF GREATER THAN 10%
FOR THE 2013-2014 CITY OF SEASIDE BUDGET**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby adopts the following budget reductions for 2013-2014; and

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2013, and for the purpose shown below are hereby adjusted and appropriated as follows:

**SPECIAL ASSESSMENTS
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-----------------------------|-------------------|---------------------|------------------|
| Beginning Fund Balance | \$ (125,976) | \$ - | \$ (125,976) |
| Assessment Principal | 24,000 | 11,000 | 35,000 |
| Assessment Interest | 5,400 | (424) | 4,976 |
| Bond Proceeds | 599,576 | (599,576) | 0 |
| Interfund Loan-sys dev(wtr) | 0 | 110,000 | 110,000 |
| Total | \$ 503,000 | \$ (479,000) | \$ 24,000 |

**SPECIAL ASSESSMENTS
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|-------------------|---------------------|------------------|
| Materials and Services | \$ 3,000 | \$ - | \$ 3,000 |
| Capital Outlay | 500,000 | (479,000) | 21,000 |
| Total | \$ 503,000 | \$ (479,000) | \$ 24,000 |

**ECONOMIC DEVELOPMENT
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|-----------------|-----------------|-----------------|
| Beginning Fund Balance | \$ 369 | \$ - | \$ 369 |
| Transfer - General | 5,235 | 1,265 | 6,500 |
| Interest On Investments | 1 | 0 | 1 |
| Cigarette Tax | 2,232 | 0 | 2,232 |
| Total | \$ 7,837 | \$ 1,265 | \$ 9,102 |

**ECONOMIC DEVELOPMENT
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|-----------------|-----------------|-----------------|
| Materials and Services | \$ 7,837 | \$ - | \$ 7,837 |
| Ending Fund Balance | 0 | 1,265 | 1,265 |
| Total | \$ 7,837 | \$ 1,265 | \$ 9,102 |

**LIBRARY TRUST
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|-------------------|----------------|-------------------|
| Beginning Fund Balance | \$ 267,107 | \$ - | \$ 267,107 |
| Interest On Investments | 1,500 | 0 | 1,500 |
| Bequests | 2,000 | 0 | 2,000 |
| Donations | 7,500 | 0 | 7,500 |
| | <u>278,107</u> | <u>0</u> | <u>278,107</u> |
| Total | <u>\$ 278,107</u> | <u>\$ -</u> | <u>\$ 278,107</u> |

**LIBRARY TRUST
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|---------------------|-------------------|----------------|-------------------|
| Capital Outlay | \$ 9,500 | \$ 5,000 | \$ 14,500 |
| Contingency | 57,068 | (5,000) | 52,068 |
| Ending Fund Balance | 211,539 | 0 | 211,539 |
| | <u>278,107</u> | <u>0</u> | <u>278,107</u> |
| Total | <u>\$ 278,107</u> | <u>\$ -</u> | <u>\$ 278,107</u> |

Passed by the City Council of Seaside on this ____ day of _____, 2014.

Submitted to the Mayor and **Approved** by the Mayor on this ____ day of _____, 2014.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

**NOTICE OF A PUBLIC HEARING
FOR BUDGET INCREASES AND REDUCTIONS OF GREATER THAN 10%**

A public hearing on proposed budget increases and reductions of greater than 10 % for the City of Seaside, Clatsop County, State of Oregon, for the fiscal year July 1, 2013 to June 30, 2014 will be held at City Hall, 989 Broadway, Seaside, Oregon. The public hearing will take place during the regularly scheduled City Council meeting on the 10th day of March, 2014 at 7:00 PM. The purpose of the public hearing is to discuss the budget adjustments with interested persons. A copy of the budget document may be inspected or obtained on or after March 3, 2014 at City Hall, between the hours of 8:00 AM and 5:00 PM

SUMMARY OF BUDGET ADJUSTMENTS

FUND: Special Assessments

| Resources | | Requirements | |
|--------------------------------|------------------|-----------------------------------|------------------|
| Assessment Principal | \$ 11,000 | Capital Outlay | \$ (479,000) |
| Assessment Interest | (424) | | |
| Bond Proceeds | (599,576) | | |
| Interfund Loan-Sys Dev (Wtr) | 110,000 | | |
| Revised Total Resources | \$ 24,000 | Revised Total Requirements | \$ 24,000 |

COMMENTS The City will not sell Bancroft Bonds and is not anticipating additional construction costs for Local Improvement Districts this year.

FUND: Economic Development

| Resources | | Requirements | |
|--------------------------------|-----------------|-----------------------------------|-----------------|
| Transfer - General | \$ 1,265 | Ending Fund Balance | \$ 1,265 |
| Revised Total Resources | \$ 9,102 | Revised Total Requirements | \$ 9,102 |

COMMENTS To reflect an increase in funds transferred from the General Fund resulting in an increased ending fund balance.

FUND: Library Trust

| Resources | | Requirements | |
|--------------------------------|-------------------|-----------------------------------|-------------------|
| No Change | | Capital Outlay | \$ 5,000 |
| | | Contingency | (5,000) |
| Revised Total Resources | \$ 278,107 | Revised Total Requirements | \$ 278,107 |

COMMENTS To increase library purchases using contingency funds. Note: Over all expenditures are being increased by more than 10%.

RESOLUTION #3814

**A RESOLUTION ADOPTING AND APPROPRIATING BUDGET
INCREASES AND REDUCTIONS OF LESS THAN 10%
FOR THE 2013-2014 CITY OF SEASIDE BUDGET**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby adopts the following budget reductions for 2013-2014; and

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2013, and for the purpose shown below are hereby adjusted and appropriated as follows:

**CONVENTION CENTER
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|---------------------|------------------|---------------------|
| Beginning Fund Balance | \$ 1,404,111 | \$ - | \$ 1,404,111 |
| Transfer - Systems Dev | 1,331,700 | 84,656 | 1,416,356 |
| Interest On Investments | 7,000 | 0 | 7,000 |
| Food & Liquor Franchise | 592,500 | 0 | 592,500 |
| Rentals/Events | 75,000 | 0 | 75,000 |
| Convention Fees | 25,000 | 0 | 25,000 |
| Promotional Events | 15,000 | 0 | 15,000 |
| Miscellaneous | 5,000 | 0 | 5,000 |
| Total | \$ 3,455,311 | \$ 84,656 | \$ 3,539,967 |

**CONVENTION CENTER
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|---------------------|------------------|---------------------|
| Personnel Services | \$ 941,544 | \$ - | \$ 941,544 |
| Materials and Services | 950,800 | 0 | 950,800 |
| Interfund Transfers | 110,530 | 0 | 110,530 |
| Contingency | 249,714 | 84,656 | 334,370 |
| Ending Fund Balance | 1,202,723 | 0 | 1,202,723 |
| Total | \$ 3,455,311 | \$ 84,656 | \$ 3,539,967 |

**ROOM TAX & BUSINESS LICENSE
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|---------------------|-------------------|---------------------|
| Beginning Fund Balance | \$ 240,621 | \$ - | \$ 240,621 |
| Interest On Investments | 800 | 0 | 800 |
| Room Tax | 2,895,000 | 184,036 | 3,079,036 |
| Business License | 160,000 | 0 | 160,000 |
| Miscellaneous | 100 | 0 | 100 |
| Donations | 100 | 0 | 100 |
| Total | \$ 3,296,621 | \$ 184,036 | \$ 3,480,657 |

**ROOM TAX & BUSINESS LICENSE
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|---------------------|-------------------|---------------------|
| Personnel Services | \$ 224,989 | \$ - | \$ 224,989 |
| Materials and Services | 399,675 | 11,000 | 410,675 |
| Interfund Transfers | 2,413,105 | 147,045 | 2,560,150 |
| Contingency | 76,142 | 25,991 | 102,133 |
| Ending Fund Balance | 182,710 | 0 | 182,710 |
| Total | \$ 3,296,621 | \$ 184,036 | \$ 3,480,657 |

**PUBLIC WORKS
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|---------------------|----------------|---------------------|
| Beginning Fund Balance | \$ 34,554 | \$ - | \$ 34,554 |
| Transfer - Water (Fran) | 138,376 | 3,100 | 141,476 |
| Transfer - Sewer (Fran) | 152,390 | 0 | 152,390 |
| Transfer - Room Tax | 89,745 | 5,705 | 95,450 |
| Interest On Investments | 100 | 0 | 100 |
| Franchise Fees | 697,000 | 0 | 697,000 |
| State Marine | 7,200 | 0 | 7,200 |
| Seaside Urban Renewal | 15,000 | (14,000) | 1,000 |
| Engineering | 837 | 0 | 837 |
| Sale of City Property | 0 | 1,500 | 1,500 |
| Cemetery Lots | 2,500 | 0 | 2,500 |
| Miscellaneous | 2,500 | 4,000 | 6,500 |
| Donations | 18,000 | 0 | 18,000 |
| Total | \$ 1,158,202 | \$ 305 | \$ 1,158,507 |

**PUBLIC WORKS
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|---------------------|---------------------|----------------|---------------------|
| Engineering | \$ 253,211 | \$ - | \$ 253,211 |
| Public Works | 536,952 | 11,000 | 547,952 |
| City Parks | 221,741 | 0 | 221,741 |
| Non-Departmental | 500 | 0 | 500 |
| Interfund Transfers | 87,417 | 0 | 87,417 |
| Contingency | 58,381 | (10,695) | 47,686 |
| Total | \$ 1,158,202 | \$ 305 | \$ 1,158,507 |

**PUBLIC SAFETY
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|---------------------------|---------------------|------------------|---------------------|
| Beginning Fund Balance | \$ 207,262 | \$ - | \$ 207,262 |
| Transfer - Room Tax | 547,155 | 34,783 | 581,938 |
| Transfer - General | 3,073,331 | 0 | 3,073,331 |
| Tax Levy | 94,948 | 0 | 94,948 |
| Est Taxes Not Rec'd | (7,596) | 0 | (7,596) |
| Tax Offsets | 99 | 0 | 99 |
| Interest On Investments | 2,500 | 0 | 2,500 |
| Interest On Tax Receipts | 550 | 0 | 550 |
| Dog Licenses | 2,500 | 0 | 2,500 |
| Lifeguards | 18,000 | 0 | 18,000 |
| Liquor Taxes | 91,200 | 0 | 91,200 |
| State Revenue Sharing | 83,700 | 0 | 83,700 |
| COPS Grant | 66,000 | 0 | 66,000 |
| Police Grants | 15,000 | (10,500) | 4,500 |
| Rural Fire Protection | 34,000 | 0 | 34,000 |
| Dispatch Services | 67,000 | 0 | 67,000 |
| Fines & Forfeitures | 165,000 | 0 | 165,000 |
| Parking Tickets | 8,000 | (4,000) | 4,000 |
| False Alarms | 600 | 0 | 600 |
| Insurance Reimbursement | 4,000 | 4,000 | 8,000 |
| Rental/Sale City Property | 24,000 | 0 | 24,000 |
| Miscellaneous - Police | 17,000 | 0 | 17,000 |
| Miscellaneous | 4,000 | 8,000 | 12,000 |
| Donations | 18,500 | (18,000) | 500 |
| Total | \$ 4,536,749 | \$ 14,283 | \$ 4,551,032 |

**PUBLIC SAFETY
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|---------------------|----------------------------|-------------------------|----------------------------|
| Municipal Court | \$ 191,615 | \$ 52,950 | \$ 244,565 |
| Police | 3,184,508 | 17,000 | 3,201,508 |
| Lifeguards | 34,413 | 2,000 | 36,413 |
| Fire | 577,851 | 10,500 | 588,351 |
| Non-Departmental | 797 | 0 | 797 |
| Interfund Transfers | 337,565 | 0 | 337,565 |
| Contingency | 210,000 | (68,167) | 141,833 |
| Total | <u>\$ 4,536,749</u> | <u>\$ 14,283</u> | <u>\$ 4,551,032</u> |

**COMMUNITY DEVELOPMENT
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-----------------------------|--------------------------|-------------------------|--------------------------|
| Beginning Fund Balance | \$ 7,362 | \$ - | \$ 7,362 |
| Transfer - Business License | 100,000 | 0 | 100,000 |
| Building & Heating Permits | 100,000 | (15,000) | 85,000 |
| Mechanical Permits | 27,000 | (6,000) | 21,000 |
| Plumbing Permits | 35,000 | (10,000) | 25,000 |
| Plan Review Fees | 74,264 | 736 | 75,000 |
| Planning | 45,000 | (20,000) | 25,000 |
| LCDC Planning Grant | 6,000 | 0 | 6,000 |
| Cannon Beach Fees | 0 | 15,000 | 15,000 |
| Miscellaneous | 2,000 | 0 | 2,000 |
| Interfund Loan-Sys Dev | 273,115 | 60,264 | 333,379 |
| Total | <u>\$ 669,741</u> | <u>\$ 25,000</u> | <u>\$ 694,741</u> |

**COMMUNITY DEVELOPMENT
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|---------------------|--------------------------|-------------------------|--------------------------|
| Planning | \$ 176,113 | \$ - | \$ 176,113 |
| Building | 179,034 | 0 | 179,034 |
| Non-Departmental | 1,600 | 0 | 1,600 |
| Special Payments | 275,000 | 25,000 | 300,000 |
| Interfund Transfers | 37,994 | 0 | 37,994 |
| Total | <u>\$ 669,741</u> | <u>\$ 25,000</u> | <u>\$ 694,741</u> |

**CAPITAL IMPROVEMENT AND MAINTENANCE
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|--------------------------|------------------------|--------------------------|
| Beginning Fund Balance | \$ 134,885 | \$ - | \$ 134,885 |
| Transfer - Room Tax | 83,955 | 5,337 | 89,292 |
| Interest On Investments | 850 | 0 | 850 |
| Total | <u>\$ 219,690</u> | <u>\$ 5,337</u> | <u>\$ 225,027</u> |

**CAPITAL IMPROVEMENT AND MAINTENANCE
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|--------------------------|------------------------|--------------------------|
| Materials and Services | \$ 50,500 | \$ - | \$ 50,500 |
| Capital Outlay | 137,190 | 5,337 | 142,527 |
| Interfund Transfer | 32,000 | 0 | 32,000 |
| Total | <u>\$ 219,690</u> | <u>\$ 5,337</u> | <u>\$ 225,027</u> |

**PROM IMPROVEMENT
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|-------------------|-----------------|-------------------|
| Beginning Fund Balance | \$ 432,523 | \$ - | \$ 432,523 |
| Transfer - Room Tax | 69,480 | 4,417 | 73,897 |
| Interest On Investments | 2,550 | 0 | 2,550 |
| Donations | 1,500 | 0 | 1,500 |
| Total | \$ 506,053 | \$ 4,417 | \$ 510,470 |

**PROM IMPROVEMENT
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|-------------------|-----------------|-------------------|
| Materials and Services | \$ 56,058 | \$ 4,417 | \$ 60,475 |
| Capital Outlay | 449,995 | 0 | 449,995 |
| Total | \$ 506,053 | \$ 4,417 | \$ 510,470 |

**CONVENTION CENTER CAPITAL IMPROVEMENT
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|-------------------|-----------------|-------------------|
| Beginning Fund Balance | \$ 253,764 | \$ - | \$ 253,764 |
| Segr Beg Food Serv Fee | 10,692 | 0 | 10,692 |
| Transfer - Room Tax | 147,645 | 9,386 | 157,031 |
| Interest On Investments | 1,500 | 0 | 1,500 |
| Food Service Fees | 35,000 | 0 | 35,000 |
| Total | \$ 448,601 | \$ 9,386 | \$ 457,987 |

**CONVENTION CENTER CAPITAL IMPROVEMENT
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|-------------------|-----------------|-------------------|
| Materials and Services | \$ 35,000 | \$ - | \$ 35,000 |
| Capital Outlay | 160,000 | 0 | 160,000 |
| Contingency | 80,355 | 9,386 | 89,741 |
| Ending Fund Balance | 173,246 | 0 | 173,246 |
| Total | \$ 448,601 | \$ 9,386 | \$ 457,987 |

**EMERGENCY READINESS
Resources**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|-------------------------|------------------|-----------------|------------------|
| Beginning Fund Balance | \$ 25,776 | \$ - | \$ 25,776 |
| Transfer - Room Tax | 43,425 | 2,761 | 46,186 |
| Interest On Investments | 125 | 0 | 125 |
| Donations/Local Match | 750 | 0 | 750 |
| Total | \$ 70,076 | \$ 2,761 | \$ 72,837 |

**EMERGENCY READINESS
Requirements**

| | <u>Present</u> | <u>Changes</u> | <u>New</u> |
|------------------------|------------------|-----------------|------------------|
| Materials and Services | \$ 44,300 | \$ - | \$ 44,300 |
| Contingency | 25,776 | 2,761 | 28,537 |
| Total | \$ 70,076 | \$ 2,761 | \$ 72,837 |

Passed by the City Council of Seaside on this ____ day of _____, 2014.

Submitted to the Mayor and **Approved** by the Mayor on this ____ day of _____, 2014.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

**NOTICE OF A PUBLIC MEETING
FOR SUPPLEMENTAL BUDGETS
Of less than 10% of Fund Expenditures**

A public meeting on proposed supplemental budgets for the City of Seaside, Clatsop County, State of Oregon, for the fiscal year July 1, 2013 to June 30, 2014 will be held at City Hall, 989 Broadway, Seaside, Oregon. The public meeting will take place during the regularly scheduled City Council meeting on the 10th day of March, 2014 at 7:00 P.M. The purpose of the public meeting is to consider a resolution adopting supplemental budgets and making necessary appropriations. A copy of the supplemental budget document may be inspected or obtained on or after March 3, 2014 at City Hall, between the hours of 8:00 A.M. and 5:00 P.M.

SUMMARY OF SUPPLEMENTAL BUDGETS

FUND: Convention Center

| Resources | | Requirements | |
|--------------------------------|---------------------|-----------------------------------|--------------------|
| Transfer - Room Tax | \$ 84,656 | Contingency | \$ 84,656 |
| Revised Total Resources | \$ 3,539,967 | Revised Total Requirements | \$3,539,967 |

COMMENTS To increase transfer from room tax fund to reflect actual and offset with an increase in contingency funds.

FUND: Room Tax & Business License

| Resources | | Requirements | |
|--------------------------------|---------------------|-----------------------------------|--------------------|
| Room Tax | \$ 184,036 | Materials & Services | \$ 11,000 |
| | | Interfund Transfers | |
| | | Convention Center Fund | 84,656 |
| | | Capital Improvement Fund | 5,337 |
| | | Prom Improvement Fund | 4,417 |
| | | Public Safety Fund | 34,783 |
| | | Public Works Fund | 5,705 |
| | | Convention Center Imprmt Fund | 9,386 |
| | | Emergency Readiness Fund | 2,761 |
| | | Contingency | 25,991 |
| Revised Total Resources | \$ 3,480,657 | Revised Total Requirements | \$3,480,657 |

COMMENTS To increase room tax revenue budget to reflect actual and offset with an increase in building maintenance, interfund transfers per ordinance, and contingency funds.

**NOTICE OF A PUBLIC MEETING
FOR SUPPLEMENTAL BUDGETS
Of less than 10% of Fund Expenditures**

FUND: Public Works

| Resources | | Requirements | |
|--------------------------------|---------------------|-----------------------------------|---------------------|
| Transfer - Water (Franchise) | \$ 3,100 | Public Works | \$ 11,000 |
| Transfer - Room Tax | 5,705 | Contingency | (10,695) |
| Seaside Urban Renewal Agency | (14,000) | | |
| Sale of City Property | 1,500 | | |
| Miscellaneous | 4,000 | | |
| Revised Total Resources | \$ 1,158,507 | Revised Total Requirements | \$ 1,158,507 |

COMMENTS To increase miscellaneous revenues and reduce funds from the Urban Renewal Agency while increasing funds for infrastructure, insurance, and equipment rentals.

FUND: Public Safety

| Resources | | Requirements | |
|--------------------------------|---------------------|-----------------------------------|---------------------|
| Transfer - Room Tax | \$ 34,783 | Municipal Court | \$ 52,950 |
| Police Grants | (10,500) | Police | 17,000 |
| Parking Tickets | (4,000) | Lifeguards | 2,000 |
| Insurance Reimbursement | 4,000 | Fire | 10,500 |
| Miscellaneous | 8,000 | Contingency | (68,167) |
| Donations | (18,000) | | |
| Revised Total Resources | \$ 4,551,032 | Revised Total Requirements | \$ 4,551,032 |

COMMENTS To increase revenues for increased room tax, insurance, and miscellaneous funds to reflect actual and increase expenditures in the court for computer upgrades, police for building and repeater upgrades, lifeguards for minor equipment, and fire for minor equipment upgrades.

FUND: Community Development

| Resources | | Requirements | |
|--------------------------------|-------------------|-----------------------------------|-------------------|
| Building and Heating Permits | \$ (15,000) | Special Payments | |
| Mechanical Permits | (6,000) | Loan Repayment-Sys Dev (Wtr) | \$ 25,000 |
| Plumbing Permits | (10,000) | | |
| Plan Review Fees | 736 | | |
| Planning | (20,000) | | |
| Cannon Beach Service Fees | 15,000 | | |
| Interfund Loan - Sys Dev (Wtr) | 60,264 | | |
| Revised Total Resources | \$ 694,741 | Revised Total Requirements | \$ 694,741 |

COMMENTS To adjust building & planning revenues to more accurately reflect expected resources and increase interfund loan to compensate and to increase loan repayment to reflect actual expense.

**NOTICE OF A PUBLIC MEETING
FOR SUPPLEMENTAL BUDGETS
Of less than 10% of Fund Expenditures**

FUND: Capital Improvement & Maintenance

| Resources | | Requirements | |
|--------------------------------|-------------------|-----------------------------------|-------------------|
| Transfer - Room Tax | \$ 5,337 | Capital Outlay | \$ 5,337 |
| Revised Total Resources | \$ 225,027 | Revised Total Requirements | \$ 225,027 |

COMMENTS To increase room tax revenue to better reflect actual and offset with an increase in infrastructure expense.

FUND: Prom Improvement

| Resources | | Requirements | |
|--------------------------------|-------------------|-----------------------------------|-------------------|
| Transfer - Room Tax | \$ 4,417 | Materials & Services | \$ 4,417 |
| Revised Total Resources | \$ 510,470 | Revised Total Requirements | \$ 510,470 |

COMMENTS To increase room tax revenue to better reflect actual and offset with an increase in infrastructure maintenance.

FUND: Convention Center Capital Improvement

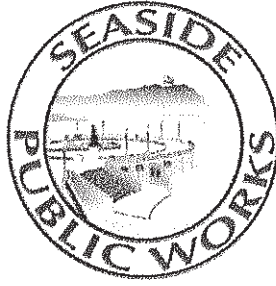
| Resources | | Requirements | |
|--------------------------------|-------------------|-----------------------------------|-------------------|
| Transfer - Room Tax | \$ 9,386 | Contingency | \$ 9,386 |
| Revised Total Resources | \$ 457,987 | Revised Total Requirements | \$ 457,987 |

COMMENTS To increase room tax revenue to better reflect actual and offset with increase in contingency funds.

FUND: Emergency Readiness

| Resources | | Requirements | |
|--------------------------------|------------------|-----------------------------------|------------------|
| Transfer - Room Tax | \$ 2,761 | Contingency | \$ 2,761 |
| Revised Total Resources | \$ 70,076 | Revised Total Requirements | \$ 70,076 |

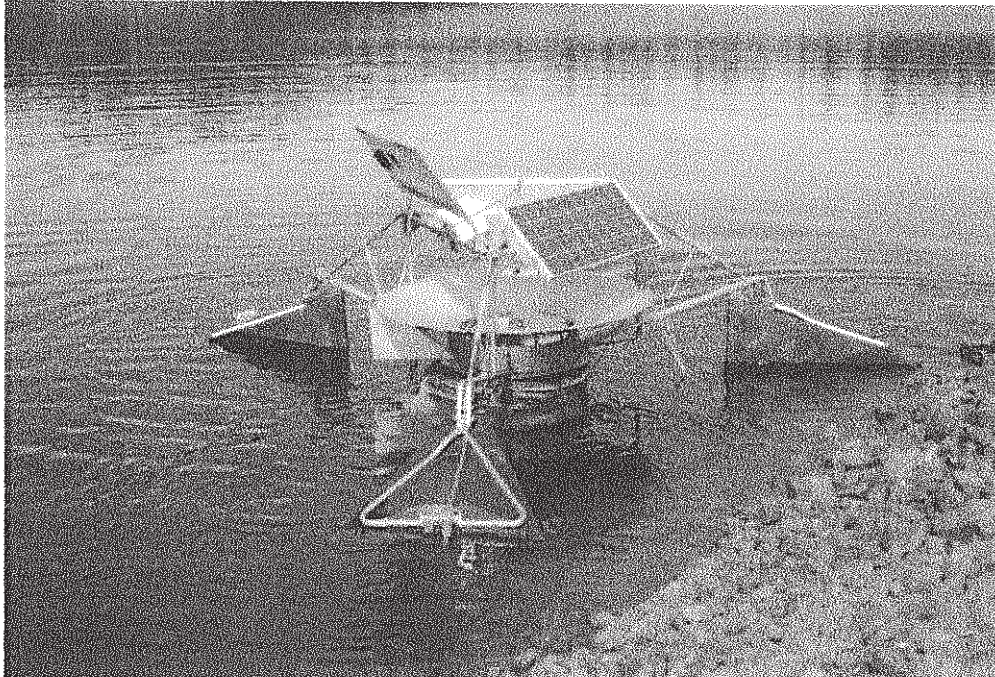
COMMENTS To increase room tax revenue to better reflect actual and offset with increase in contingency funds.



PUBLIC WORKS MEMORANDUM

To: The honorable Mayor Larson and members of the City Council
From: Neal Wallace
Date: March 10, 2014
Re: Purchase of Solar Bee

Peterson Point Reservoir started developing algae problems the summer of 2008. That summer we had a bloom of the blue-green algae, anabaena. Blue-green algae are noted for their toxic levels and the taste and odor issues they cause. We started testing the reservoir on a regular basis and algae cell counts remained an issue. We started purchasing an algaecide called EarthTec, which is a copper ion and less harmful than copper sulfate. Our cost for algaecide application was fairly consistent from 2010 through 2012 spending approximately \$1,400.00 per month. We became uncomfortable with the amount of algaecide required to keep up and what the long term effects would be to the health of the reservoir.



In March of 2013 we were introduced to a piece of equipment called a SolarBee that is a sustainable circulator for reservoirs. It is sustainable because the motor for the water circulator is off the grid and is driven by batteries that are charged from solar panels.

We weren't convinced that the product would be able to keep algae counts down simply by improving circulation in the reservoir. We agreed to a one-year lease with monthly payments of \$1,212.72. Our lease is up this month. The SolarBee has performed without a hitch. We have not applied algaecide to the reservoir since November of 2012 and our cell count numbers are better with the circulator than with the chemicals. The equipment cost was \$46,640.00 with a \$7,160.00 installation and set-up fee as well. 75% of our lease payment has been set aside toward the purchase of the equipment. As of March 18, 2014 the cost to purchase the SolarBee was \$35,725.52.

Staff was extremely happy with the results of the circulation equipment and recommended Council approve the purchase of the SolarBee for \$35,725.52.

SEASIDE PARKS ADVISORY COMMITTEE

The purpose of the Seaside Parks Advisory Committee is to act as an advisory body to the City Council, the City Manager, and the Public Works Director regarding issues concerning the Seaside Parks.

The committee shall consist of seven members who are not officials or employees of the City and who will be appointed by the City Council. A minimum of six members shall reside within the city limits, and a maximum of one member may reside within the Urban Growth Boundary. No more than two members shall be engaged in the same kind of occupation, business, trade or profession. The Mayor shall appoint one member of the City Council as Council liaison, and the City Manager or his designee, shall be the Staff liaison to the Committee.

The members shall serve without salary or compensation of any nature.

All members shall be appointed by the City Council and shall serve for a term of three years. The initial terms will be: two members shall be appointed for a term of one year, two members for two years, and three members for three years. As those terms expire, all vacancies will be filled for three year terms.

Each year, at the first Committee meeting in January, the members shall appoint one of their members as Chairperson and one as Vice-Chairperson. One of the Committee members will serve as Secretary. Minutes of all meetings will be filed with the City Council.

The Committee shall hold a regular meeting at least once each month of the calendar year. The meetings shall be open to the public. Any person appointed by the City Council to serve on this committee who misses three or more regularly scheduled meetings during a 12 month period shall be notified by letter that the position must be vacated. The individual may appeal the decision to the City Council. (A 12 month period is defined as beginning in January of each calendar year.)

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** March 10, 2014

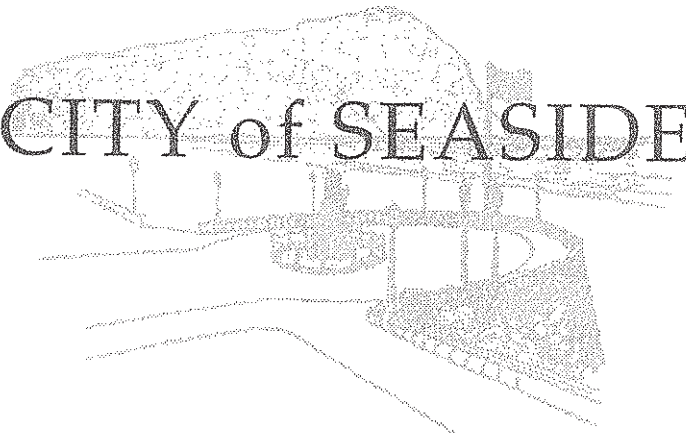
Name: Tom Horning
Jason Boyd
Mary Blake

Commission/Committee: Parks Advisory Committee

Resignation Date: N/A

Term Expiration Date: March 31, 2013

Wants to be considered again: Horning - Yes
Boyd - Yes
Blake - Yes
2. **Applicants:**
Tom Horning
Jason Boyd
Mary Blake
3. **Nominations:**
4. **Appointment:**



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

PARKS ADVISORY COMMITTEE

Term of Office: 3 years
Number of Members: 7
Chairperson*
Vice Chairperson**
Secretary***

| <u>NAME</u> | <u>ADDRESS</u> | <u>PHONE</u> | <u>TERM EXP.</u> |
|----------------------------|--------------------------------|----------------------|--|
| TOM HORNING*** | 808 26 th AVENUE | 738-5770 | 3/31/2014 |
| JASON BOYD* | 1940 HUCKLEBERRY | 738-4363 | 3/31/2014 |
| MARY BLAKE | 1668 WHISPERING PINES | 717-3810 | 3/31/2014 |
| MICHAEL HINTON | 1015 S. IRVINE PL. | 738-5748 | 3/31/2015 |
| NANCY HOLMES | 1520 COOPER ST. | 717-1614 | 3/31/2015 |
| STEVEN PHILLIPS | 217 BROADWAY | 738-5402 | 3/31/2016 |
| CHRIS QUACKENBUSH | 950 Avenue 'K' | 440-2827 | 3/31/2016 |
| JAY BARBER NEAL WALLACE | PO BOX 1013 1187 AVENUE 'U' | 717-5017 738-5112 | jbarber@warnerpacific.edu nwallace@cityofseaside.us |