

**AGENDA SEASIDE CITY COUNCIL MEETING  
APRIL 9, 2018 7:00 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. COMMENTS -- PUBLIC -- (please keep speaking time to four minutes)
6. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
7. CONSENT AGENDA
  - a) PAYMENT OF THE BILLS - \$317,100.95
  - b) APPROVAL OF MINUTES - March 26, 2018
8. REPORTS - CITY OF SEASIDE DEPARTMENT HEADS
  - a. SEASIDE FIRE DEPARTMENT ANNUAL REPORT, Joey Daniels
  - b. SEASIDE POLICE DEPARTMENT ANNUAL REPORT, Dave Ham
9. UNFINISHED BUSINESS:
  - a. ORDINANCE 2018-05 - AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING THE CODE OF ORDINANCES CHAPTER 31 FOR THE SEASIDE PUBLIC AIRPORT COMMITTEE
    - OPEN PUBLIC COMMENTS
    - CLOSE PUBLIC COMMENTS
    - COUNCIL COMMENTS
    - MOTION FOR THIRD READING BY TITLE ONLY -- ALL IN FAVOR AND OPPOSED
    - MOTION TO ADOPT - ROLL CALL VOTE
  - b. VACANCY - CITY TREE BOARD  
AIRPORT COMMITTEE  
PARKS ADVISORY COMMITTEE

10. NEW BUSINESS - None
11. COMMENTS FROM THE CITY STAFF
12. COMMENTS FROM THE COUNCIL
13. ADJOURNMENT

Complete copies of the Current Council meeting Agenda Packets can be viewed at: *Seaside Public Library and Seaside City Hall. The Agendas and Minutes can be viewed on our website at [www.cityofseaside.us](http://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.

- CALL TO ORDER** The Regular meeting of the Seaside City Council was called to order at 7:00 PM by Mayor Barber.
- ROLL CALL** Present: Mayor Jay Barber; Council President Tita Montero, Councilors Steve Wright, Randy Frank, Tom Horning, and Seth Morrissey.
- Absent: Councilor Dana Phillips
- Also Present: Mark Winstanley, City Manager; Dale McDowell, Public Works Director; Dave Ham, Seaside Police Chief; Chris Dugan, Seaside Fire Department Division Chief; and RJ Marx, Daily Astorian/Seaside Signal.
- AGENDA** Mayor Barber stated he would entertain a motion to approve the agenda.
- Councilor Frank so moved with a second from Councilor Morrissey; carried unanimously. (Frank/Morrissey)
- PROCLAMATIONS** Councilor Horning read the Proclamation for Arbor Week.
- Mayor Barber stated he always remembers our Mayor Don Larson; he was so passionate about this and especially about us being a Tree City USA.
- Council President Montero read the Proclamation for Child Abuse Prevention Month.
- COMMENTS – PUBLIC** Michelle Wood, 930 N Holladay Dr, Seaside, stated she was with the Seaside International Hostel and wanted to talk about Whole Earth Day an event they wanted to hold in Seaside. WHY: Whole Earth Festival began in 1969 as a small art class project ("Art Happening") on the UC Davis Quad. The students used art to teach visitors about the realms of activism, wellness, and environmental sustainability in an interactive and creative way. Following the United Nations' recognition of Earth Day in 1970, the event was renamed to "Whole Earth Festival" and has since evolved into an enormous, free, student-run event, attracting over 30,000 visitors annually on Mother's Day weekend. This year, following the foot steps of UC Davis Quad, student and staff volunteers of the Seaside Lodge and International Hostel take a step further to propose a program not only to clean, beautify and educate but to enhance neighborly relationships in the City of Seaside, in the spirit of motherly nurture. WHAT: A week long neighbors visiting, helping one another, trash pickup, beautifying and party. WHERE: City of Seaside, Oregon. WHY: Enhance neighborliness, the city's appearance, Promoting creative arts and Encourage engagement with local businesses and Seaside residents. WHEN: Street party on N. Holladay Dr. or Broadway Ave. Mother's day Weekend May 11-13, 2018. WHO: Seaside citizen volunteers & participating businesses.
- Mayor Barber stated there was a question whether the City Council needed to approve this and the answer was no but you do need to get approval if you block off streets. Mayor Barber asked Mark Winstanley what that process was.
- Mark Winstanley, City Manager, stated they can pick up an Events Form for the City of Seaside and this will go before the City Manager and Department Heads for approval.
- CONFLICT** Mayor Barber asked whether any Councilor wished to declare a conflict of interest.
- No one declared a conflict of interest.
- CONSENT AGENDA** Mayor Barber asked for a motion to approve the consent agenda.
- Consent Agenda: Payment of the Bills - \$372,286.20; and Approval of Minutes March 12, 2018.
- Councilor Frank so moved with a second from Council President Montero; carried unanimously. (Frank/Montero)
- UNFINISHED BUSINESS:**
- ORDINANCE 2018-04** AN ORDINANCE PROVIDING FOR THE IMPROVEMENT OF CERTAIN PROPERTIES IN THE CITY OF SEASIDE, OREGON, BY INSTALLING NEW STORM DRAINAGE CATCH BASINS AND PIPING, RECONSTRUCTION OF EXISTING ROAD BED AND ASPHALT PAVING THE ROADWAY AS REQUIRED BY CITY STANDARDS ON AVENUE 'H' BETWEEN KING STREET AND RAILROAD PARK

Mr. Winstanley explained Ordinance 2018-04 was an ordinance providing improvements to Avenue 'H' between King Street and Railroad Park. There has been a public hearing held on March 12, 2018, for Ordinance 2018-04 for first and second reading. Council passed a resolution of intent to go ahead and improve a section of road on Avenue 'H'. The property owners would like to see that street improved.

Mayor Barber asked for public comments, and there were no public comments.

Mayor Barber asked for Council comments, and there were no Council comments.

Mayor Barber stated he would entertain a motion for third reading by title only.

Councilor Morrissey so moved to read Ordinance 2018-04 by title only with a second from Councilor Frank; carried unanimously. (Morrissey/Frank)

Mayor Barber stated he would entertain a motion to adopt.

Councilor Morrissey so moved to adopt with a second from Councilor Frank; carried unanimously. (Morrissey/Frank)

Mayor Barber asked for a roll call vote:

YEAS: BARBER, MONTERO, WRIGHT, MORRISEY, HORNING, FRANK  
NAYS: NONE  
ABSENT: PHILLIPS  
ABSTAIN: NONE

**VACANCY --  
PARKS ADVISORY  
COMMITTEE**

Mayor Barber stated there were two vacancies on the Parks Advisory Committee with three applications received from John Carter, Matthew Stolberg, and Melyssa Graeper. Council had conducted interviews on all three candidates. Mayor Barber further stated Melyssa Graeper is no longer the Watershed Council Director and does not qualify for the vacancy on the Parks Advisory Committee. Mayor Barber asked Council if there were any nominations or motions to appoint. .

Council President Montero appointed Matthew Stolberg to serve on the Parks Advisory Committee with a second from Councilor Morrissey; carried unanimously. (Montero/Morrissey)

The term expiration for Matthew Stolberg would be March 31, 2019.

Mayor Barber stated there was another opening on the committee and John Carter also applied, and Mayor Barber asked if there was any action to appoint. Mayor Barber asked Councilor Wright if he had talked to John Carter.

Councilor Wright stated John Carter stated he would look at the City Tree Board.

Mayor Barber stated he would open the vacancy on the Parks Advisory Committee and accept applications.

Councilor Wright stated there were two members who were up for renewal.

Mayor Barber stated there were also two term expirations for Michael Hinton, and Nancy Holmes on the Parks Advisory Committee.

Councilor Wright moved to reappoint Michael Hinton and Nancy Holmes to the Parks Advisory Committee with a second from Councilor Horning; carried unanimously. (Wright/Horning)

The term expiration for Michael Hinton and Nancy Holmes would be March 31, 2021.

**VACANCY -  
AIRPORT COMMITTEE**

Mayor Barber welcomed Councilor Frank back and stated Council put on hold the action on the Airport Committee until his return. Mayor Barber asked Councilor Frank if he had any comments at this point.

Councilor Frank stated how the ordinance is re-written serves the purpose of what we want to do and some research of not having someone from Gearhart City Council but a resident is good. Councilor Frank further stated he liked the wording, it was a little more simplified now. The airport was a port and it serves a wide area and was far reaching and was not just Seaside, Gearhart, and Cannon Beach and there were a lot of people who were qualified and have a lot of interest.

Mayor Barber stated Council would come to the change in the ordinance on the agenda and right now Council wants people to know there were two vacancies on the Airport Committee and Council will be accepting applications for the vacancies.

NEW BUSINESS:

CONTRACT -  
HOOD TO COAST  
RELAY

Mr. Winstanley explained he would go over some of the items of the contract for the Hood to Coast Relay. Dan Van Thiel, City Attorney, was not present at this meeting but did look over the contract and did not have any issues with the way it was written. The parties to this agreement are the City of Seaside, a Municipal Corporation of the State of Oregon ("City") and Foote Sports Productions, Inc, DBA Hood-To-Coast Relay ("Foote"). Scope of Agreement: City and Foote have for some years collaboratively been involved annually in conducting in the month of August, a relay race ("Event"), commencing on Mount Hood and ending in the City of Seaside. Due to the terminus of the Event in the City, the logistical impact on City is significant. It is the purpose of this agreement to set forth areas of responsibility by City and Foote in serving their respective interests and needs. Term: This agreement shall be in effect from the first day of January, 2018 and will conclude on the 31<sup>st</sup> day of December, 2022. Considerations: In view of the provision of services by City in the conduct of the Event, Foote shall pay to City the following payments annually: \$25,000.00 payable in September 2018; \$26,250.00 payable in September 2019; \$27,562.50 payable in September 2020; \$28,940.63 payable in September 2021; \$30,387.66 payable in September 2022. City shall provide police, fire and public works services directly attributable to the Event. All of such services, ie, additional staffing costs, equipment costs, shall be at such levels and extent as determined in the sole discretion of City. City shall provide an itemized invoice for such costs in a timely fashion subsequent to the Event and Foote shall promptly reimburse the same. Insurance: Foote agrees to provide and pay premiums on insurance against bodily injury, liability and property damage protecting City, its City Council and the individual members thereof, and supervisory personnel with the following coverage and sums. 1-800 Phone Number: Foote shall maintain as a means of communication by members of the public and for promotional purposes of this Event, a 1-800 number at all times during this agreement and is available one week prior to the race and continues one week after the event each year, at Foote's expense. Policies: The City shall have the exclusive right and obligation to set standards or policies regarding Foote's performance in general under this agreement and in particular as to the beginning and ending times, crossings of streets and current route descriptions and all other pertinent policies relating to Foote's performance under this agreement. Public Relations: Foote agrees to cooperate with City and maintain a good public relations program with City and news media so that any pertinent items affecting the Event can be brought to the attention of the public. This agreement shall encourage Foote to promote the subject Event and at all times enter into partner relationships with business interests and the community.

Dan Floyd, Hood to Coast, stated Mr. Winstanley explained the contract and he had nothing to add. Mr. Floyd thanked the Council and the City for everything, and Councilor Frank for bringing a group of people here that started the discussions on what could be done. The fee increase was appropriate and the right thing to do. Mr. Floyd asked for the communication to stay open and always let us know what we can do better and he looked forward to coming back.

Mayor Barber asked if there were any comments from the public, there were no comments.

Mayor Barber asked for Council comments.

Councilor Morrisey stated with any event there are winners and losers and a lot of people feel like they benefit positively from the event and a lot of business owners don't but overall it is a positive impact on the community. The last couple of years Hood to Coast has worked really hard to improve the event and implement a lot of things that were asked and Councilor Morrisey was happy to move forward with the agreement.

Councilor Frank stated he would echo more of the same and like Dan Floyd said the meetings that we had were very productive and when he saw the contract he was really happy and this was a way to put a step forward and they did more than we asked of them. The event has continued to improve and you have answered the people all along the race course.

Councilor Wright stated the event is linked to Seaside and was a good thing and brings our name across the world.

Councilor Horning stated it was a great thing to have and over the years he has talked with people who complained about crowding and some people don't come here because of the crowding on that particular weekend. Councilor Horning further stated he spoke to someone who had been here much longer and they said no one came here the weekend before Labor Day and they filled it with the run.

Council President Montero stated she was happy with the five year agreement and will continue the dialogue and believe there has been a lot of improvement.

Mayor Barber stated a lot of people are aware this is a charitable event also and runners can raise money for local charities or charities back home.

Councilor Frank moved to approve the contract for five years for the Hood to Coast Relay with a second from Council President Montero; carried unanimously. (Frank/Montero)

**ORDINANCE 2018-05**

**AN ORDINANCE OF THE CITY OF THE SEASIDE, OREGON, AMENDING THE CODE OF ORDINANCES CHAPTER 31 FOR THE SEASIDE PUBLIC AIRPORT COMMITTEE**

Mr. Winstanley explained Ordinance 2018-05 was an ordinance that will make some changes to the Airport Committee Ordinance. Councilor Frank has spent a great deal of time working on this and he would defer to Councilor Frank.

Councilor Frank stated he thinks he pretty much covered it earlier with what he said and he liked how it was written and presented to Council.

Mayor Barber stated Councilor Wright has worked on the ordinances to make these consistent all the way through.

Mayor Barber opened the public comments, and there were no public comments.

Mayor Barber asked for Council comments.

Councilor Wright stated Council tossed this around on how many should be from Seaside and trying to keep an almost super majority instead of a simple majority and Councilor Frank mentioned that this was more than just Seaside. Councilor Wright asked Councilor Frank to speak to that some more why you went that route rather than five citizens from Seaside or residents of Seaside.

Councilor Frank stated currently some of the interested parties don't live in Seaside and they are some of our more important people and there is someone who wants to be on the committee that is in Gearhart also and he would hate to lose the talent that is out there willing and educated and wants to serve on the committee.

Council President Montero stated so what Council really have when we look at it is not a super majority but a simple majority in that Council has seven people on the committee and four of them must be residents of Seaside and three of them can be from elsewhere but at least one of those has to be a resident of Gearhart. The important thing would be to advertise this outside of the City of Seaside so that Council can get qualified applicants for the vacancy.

Mayor Barber stated last summer or fall there was an open house with the committee and he noticed that most of the members owned an airplane or were former pilots and that was the form of background Council was looking for.

Councilor Morrissey stated usually he would not be in favor of having this many people from outside the area and be on the committee but will defer to Councilor Frank judgment on this and take his advice that it is needed.

Mayor Barber stated he would entertain a motion for first reading by title only.

Councilor Frank so moved to read Ordinance 2018-05 by title only with a second from Councilor Wright; carried unanimously. (Frank/Wright)

Mayor Barber stated he would entertain a motion for second reading by title only.

Councilor Frank so moved with a second from Councilor Wright; carried unanimously. (Frank/Wright)

Mayor Barber stated this would be on the agenda for the April 9, 2018, City Council meeting for the third and final reading and adoption.

**VACANCY -  
CITY TREE BOARD**

Mayor Barber announced there were two vacancies on the City Tree Board with resignations from Craig Sorter and Melyssa Graeper and Council will be accepting applications for the vacancies.

Mayor Barber asked Councilor Wright if John Carter was considering the City Tree Board.

Councilor Wright stated he told Mr. Carter about it so he will have to look at it.

Mayor Barber stated Council already interviewed Mr. Carter and if he is interested then Council could appoint him to the board.

**COMMENTS -  
CITY STAFF  
AND OTHERS**

Dale McDowell, Public Works Director, thanked the Council for taking on the Committee's and Commission's and he serves on many of them as the staff representative.

March 26, 2018

Mr. McDowell stated one of the things we think of when we think of the airport is pilots and there is a new type of pilot out there called Drone Pilots and they are commercial pilots and the rules with drones are changing weekly and on a weekend he can receive twenty calls or so for permission to fly drones.

Dave Ham, Seaside Police Chief, stated Spring Break has started and there will be a few more case files over this next week but all was going good.

Mr. Winstanley stated staff and his office continue to have many meetings with the school district over their plan development as far as the school was concerned and there were a lot of issues the City was addressing. Mr. Winstanley had a chance to brief the City Council on where the city was with the infrastructure as far as improvements were concerned to handle the new school.

Mayor Barber stated the decisions are really important for the future and for the people in that area and in the communities.

Mr. Winstanley stated all the department heads have been very involved in this process with the school district.

#### COMMENTS – COUNCIL

Councilor Wright stated he would like to point out that Councilor Horning would be the future speaker at History and Hops on Thursday, March 29, 2018, 6:00 PM, at the Seaside Brewery, and he was looking forward to it. Councilor Wright further stated make note there were a few town hall meetings with Suzanne Bonamici's Town Hall meeting on Thursday, and Deborah Boone and Betsy Johnson Town Hall on Saturday. Councilor Wright further stated he was on two of the League of Oregon Cities Committees and one was finances and taxes and doing whatever we can to bring attention to those in Seaside. Councilor Wright thanked Mayor Barber for saying he would run again and he was one hundred percent behind him. Councilor Wright further stated he would be running for election to City Council.

Councilor Horning stated he comes from a family of foresters and it was in his blood and he has always known trees and wanted to suggest to Tree Board Cities and this is what we used to do was to ask the large tree companies like Crown Zellerbach who would supply free trees to be given away to the City of Seaside residents to plant in the City boundaries. There was Western Red Cedar and for purposes of beautification of the City those trees along with Monterey Cypress and partner up with the North Coast Land Conservancy or the Watershed Council to purchase the trees to give away to the residents. Councilor Horning further stated a committee could plan all of this for the residents which is very important to him.

Councilor Frank thanked the Council for carrying the torch while he was away. Councilor Frank was thrilled with the 4A Boys Basketball Team winning State again. Councilor Frank read through the two annual reports Public Works and the Seaside Library and they were excellent. Councilor Frank further stated in looking through town he was able to tour the Times Theatre and he really liked the restoration part of the project and it would be a nice addition to town.

Council President Montero stated Suzanne Bonamici's Town Hall Meeting was on Thursday, March 29, 2018, 6:00 PM, at Astoria High School. Sunset Empire Transportation District held their meeting in Seaside which she was happy to see the meeting in the South County. Council President Montero further stated she served on the budget committee of the Sunset Empire Transportation District and they were looking for people to serve on the committee. Council President Montero further stated the bus shelter would be put back in place within the next couple of weeks and they would pour the cement and Tongue Point Job Corp would be placing the shelter, and the memorial would stay where it was at.

Mayor Barber stated he was hoping some type of barriers would be placed to prevent this from happening in the future.

Mr. McDowell stated there were some options discussed.

Mayor Barber stated he was driving around town and in 1967 Seaside had the riots during Spring Break and he was thinking about how different it was in Seaside and the culture has changed but he likes to think it has to do with the police department and the community itself. Mayor Barber further stated his closing thought tonight having to do with what it means to serve in volunteer roles and the public life is from Charles Bukowski "What matters most is how well you walk through the fire".

#### ADJOURNMENT

The regular meeting adjourned at 7:54 PM.

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Kim Jordan, Secretary

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JAY BARBER, MAYOR

March 26, 2018

## ORDINANCE NO. 2018-05

### AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING THE CODE OF ORDINANCES CHAPTER 31 REGARDING THE SEASIDE PUBLIC AIRPORT COMMITTEE

#### THE CITY OF SEASIDE ORDAINS AS FOLLOWS:

**SECTION 1.** Amend The Seaside Code of Ordinances Section 31.171 Membership and 31.174 Meetings and Removal of Members of the Seaside Public Airport Committee to read:

#### **31.170 ESTABLISHMENT.**

There is hereby established a Seaside Public Airport Committee for the city. The Committee shall act as an advisory body to the City Council, the City Manager, and the Public Works Director/City Engineer regarding issues concerning the Seaside Public Airport.

#### **31.171 MEMBERSHIP.**

(A) The committee shall consist of the following ~~Seven (7) permanent members: the Public Works Director/City Engineer (or designee), a member of the Seaside City Council, a member resident of the City of Gearhart City Council, and Six (6) non-permanent citizen members, who are not employees of the City, and at least (4) of the non-permanent citizens members shall reside within the City limits who shall serve as members. -at-large. The Mayor shall appoint one member of the City Council as Council liaison, and the Public Works Director shall be the Staff liaison to the Committee.~~ **Seven (7) permanent members: the Public Works Director/City Engineer (or designee), a member of the Seaside City Council, a member resident of the City of Gearhart City Council, and Six (6) non-permanent citizen members, who are not employees of the City, and at least (4) of the non-permanent citizens members shall reside within the City limits who shall serve as members. -at-large. The Mayor shall appoint one member of the City Council as Council liaison, and the Public Works Director shall be the Staff liaison to the Committee.**

(B) The ~~citizen~~ members of the committee shall be selected from, but are not limited to, members of the following groups: persons with a demonstrated interest in public airport, educators, private businesspersons, persons with a diversity of ethnic and cultural affiliations, and persons of diverse economic backgrounds and interests.

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

#### **31.172 TERMS OF OFFICE.**

All members shall be appointed by the City Council and shall serve for a term of three years. However, three of the first ~~non-permanent~~ members shall be appointed for a term of one year, two years, and three years respectively. As those terms expire, the vacancy will be filled for three-year terms in each case.

#### **31.173 APPOINTMENT OF OFFICERS.**

(A) Each year, at the first Committee meeting in January, the members shall appoint one of their members as Chairperson and one as Vice-Chairperson.

(B) One of the Committee members will serve as Secretary. Minutes of all meetings will be filed with the City Council.

#### **31.174 MEETINGS AND REMOVAL OF MEMBERS.**

(A) The Committee shall hold a regular meeting at least ~~once each~~ **every other** month of the calendar year. The meetings shall be open to the public.

(B) A vacancy shall occur from the death, resignation, or inability to serve of any member. Resignation, when made, shall be addressed to and accepted by the Mayor. The City Council may remove a member for cause deemed sufficient by the City Council. Successors shall be appointed by the City Council for the unexpired term.

(C) 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.)



**31.175 DUTIES.**

In general, the Seaside Airport Committee exists for the purpose of:

- (A) Assisting the City Council in recognizing community priorities by advising it on airport resource issues;
- (B) Increasing communication between the public, FAA, Oregon Department of Aviation, and all interested parties;
- (C) Identifying pertinent issues regarding the delivery of airport services to the members of the community and its guests;
- (D) Reduce misunderstanding regarding the nature of the delivery of those services;
- (E) Provide a forum for input on airport issues.

To accomplish these duties, the Public Airport Committee may:

- (1) Review and make recommendations on Seaside Public Airport policies, practices, and priorities to meet community expectations;
- (2) Provide input and recommendations on resource needs and service expectations from the Seaside Public Airport;
- (3) Provide a public forum for addressing community concerns related to Seaside Public Airport practices and policies;
- (4) Complete other projects, as they are related to the airport, as directed by the City Council;
- (5) Research and recommend short and long range goals.

**31.176 POWERS.**

The Public Airport Committee is not a jurisdictional agency, and in accordance with the City Charter, is not authorized to review allegations and inquiries related to the actions of any member of a public agency.

ADOPTED by the City Council of the City of Seaside on this \_\_\_\_ day of \_\_\_\_\_, 2018, by the following roll call vote:

- YEAS:
- NAYS:
- ABSTAIN:
- ABSENT:

SUBMITTED to and APPROVED by the Mayor on this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST:

\_\_\_\_\_  
JAY BARBER, MAYOR

\_\_\_\_\_  
Mark J. Winstanley, City Manager

## **SEASIDE CITY TREE BOARD**

The purpose of the City Tree Board is to study, investigate, and develop and/or update annually, a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees in parks, along streets, and in other public areas. The Tree Board, when requested by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its duties and responsibilities,

- (1) Develop criteria for city staff and/or contractors to apply in making decisions entrusted to staff and/or contractor discretion,
- (2) Designate Heritage Trees on public and private lands within the city,
- (3) Promote the planting and proper maintenance of trees through special events including an annual local celebration of Arbor Day, and
- (4) Obtain the annual Tree City USA designation by the National Arbor Day Foundation.

The Board consists of five members, appointed by the City Council for a three-year term, and who are residents, or owners or employees of businesses within the city limit.

The City Tree Board shall schedule meetings as needed and elect a chairperson and a vice-chairperson. No more than 3 unexcused absences allowed in a calendar year.

Tree Board members serve without salary or compensation of any nature.

# Memo

**To:** Mayor and Council  
**From:** City Manager's Office  
**CC:** Kim Jordan  
**Date:** April 5, 2018  
**Re:** Seaside City Tree Board Vacancy

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The City Council announced two vacancies on the Seaside City Tree Board at the last City Council meeting March 26, 2018. There was conversation at that meeting regarding John Carter (Parks Advisory Committee applicant) serving on the City Tree Board if he had an interest. The information for the Seaside City Tree Board was sent to John Carter and he has made a decision to serve on the Seaside City Tree Board if Council chooses to appoint.

**COMMITTEE/COMMISSION APPOINTMENT**

1. **Date Council Notified:** **March 26, 2018**  
  
**Name:** **Craig Sorter**  
**Melyssa Graeper**  
  
**Commission/Committee:** **City Tree Board Committee**  
  
**Resignation Date:** **Sorter - March 14, 2018**  
**Graeper - March 12, 2018**  
  
**Term Expiration Date:** **Sorter - June 30, 2019**  
**Graeper - June 30, 2018**  
  
**Wants to be considered again:** **No**
  
2. **Applicants:**  
**John Carter**
  
3. **Nominations:**
  
4. **Appointment:**

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: \_\_\_\_\_

NAME CARTER JOHN PHONE (503)/ 738-4387/CELL 206-390-7774

Last First

ADDRESS 1460 SOUTH DOWNING STREET

MAIL ADDRESS (DIFFERENT THEN ABOVE) P O BOX 679

EMAIL ADDRESS j.m.carter@comcast.net

LENGTH OF TIME IN SEASIDE 5 years ARE YOU A REGISTERED VOTER IN SEASIDE: Yes  No

OCCUPATION RETIRED

PAST OCCUPATIONS INDUSTRIAL SALES OF PRODUCTION WOODWORKING MACHINERY AND TOOLS.

List committee/commissions on which you would like to serve: SEASIDE PARKS ADVISORY COMMITTEE

Seaside City Tree Board

List committee/commissions you are currently appointed to:

List fields in which you have interest or ability:

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

BOARD OF DIRECTORS SEASIDE HALL

VOLUNTEER DRIVER FOR THE VETERANS PROGRAM  
THROUGH THE SUNSET EMPIRE BUS PROGRAM

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>JUDYANN DUGAN</u>	<u>FRIEND</u>	<u>SEASIDE CITY HALL</u>	
<u>STEVE WRIGHT</u>	<u>FRIEND</u>	<u>1435 S. EDGEWOOD SEASIDE OREGON 97138</u>	<u>503-984-5324</u>
<u>FRANK STUART</u>	<u>FRIEND</u>	<u>430 AVE. P. DEASIDE OREGON 97138</u>	<u>503-738-6902</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 NOVEMBER 20, 2017 SIGNATURE 



# CITY of SEASIDE

OREGON'S  
FAMOUS  
ALL-YEAR  
RESORT

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

## CITY TREE BOARD

Term of Office: 3 years

Number of Members: 5

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
VACANCY (Graeper)			6/30/2018
ANN TIERNEY-ORNIE	88746 BLUE HERON RD. Gearhart	440-3317	6/30/2018
VACANCY (Sorter)			6/30/2019
VINEETA LOWER	815 6 <sup>TH</sup> AVENUE	503-621-6588	6/30/2020
PAM FLEMING	1255 AVENUE 'B'	738-5637	6/30/2020
DALE MCDOWELL	1387 AVENUE 'U'	738-5112	STAFF REPRESENTATIVE

## **SEASIDE AIRPORT COMMITTEE**

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

The committee consist of the following permanent members: the Public Works Director/City Engineer (or designee), a member of the Seaside City Council, a member of the Gearhart City Council, and six (6) non-permanent citizen members, who are not employees of the City, and at least four (4) of the non-permanent citizens shall reside within the City limits who shall serve as members-at-large.

The citizen members of the committee shall be selected from, but are not limited to, members of the following groups: persons with a demonstrated interest in public airport, educators, private businesspersons, persons with a diversity of ethnic and cultural affiliations, and persons of diverse economic backgrounds and interests.

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. However, three of the first non-permanent members shall be appointed for a term of one year, two years, and three years respectively. As those terms expire, the vacancy will be filled for three-year terms in each case.

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:** February 12, 2018  
  
**Name:** Dianne Widdop  
Steve Phillips  
  
**Commission/Committee:** Seaside Airport Committee  
  
**Resignation Date:** Widdop - Not on Gearhart City Council  
Phillips - Has not been able to attend meetings  
  
**Term Expiration Date:** June 30, 2018  
  
**Wants to be considered again:** N/A
  
2. **Applicants:**
  
3. **Nominations:**
  
4. **Appointment:**





# CITY of SEASIDE

OREGON'S  
FAMOUS  
ALL-YEAR  
RESORT

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

## AIRPORT COMMITTEE

Term of Office: 3 years

Number of Members: 9

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
VACANCY (WIDDOP)			6/30/2018
VACANCY (PHILLIPS)			6/30/2018
BRUCE FRANCIS	90250 STONE LINE DR. WARRENTON, 97146	440-0033	6/30/2018
TERI CARPENTER	220 AVENUE 'U'	425-246-9962	6/30/2019
TRACY MACDONALD	451 HILLSIDE LOOP	739-2269	6/30/2019
RANDALL HENDERSON*	89066 OCEAN DRIVE WARRENTON, 97146	503-577-6153	6/30/2020
ROY BENNETT	2026 FERNWOOD ST.	738-4102	6/30/2020
DALE MCDOWELL	1387 AVENUE 'U'	738-5112	Public Works
RANDY FRANK	454 HIGHLAND DR.	440-3090	City Council

\*Chair

## **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:** October 9, 2017  
  
**Name:** Chris Quackenbush  
Steven Phillips  
  
**Commission/Committee:** Parks Advisory Committee  
  
**Resignation Date:** Quackenbush - Sept. 20, 2017  
Phillips - Sept. 25, 2017  
  
**Term Expiration Date:** Quackenbush - March 31, 2019  
Phillips - March 31, 2019  
  
**Wants to be considered again:** Quackenbush - No  
Phillips - No
2. **Applicants:**
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>
VACANCY			3/31/2019
MATTHEW STOLBERG	870 Avenue 'T' Unit 2	739-2593	3/31/2019
MARY BLAKE	1668 Whispering Pines	717-3810	3/31/2020
NORMAN BROWN***	3041 Evergreen Dr.	738-5132	3/31/2020
JASON BOYD**	1940 Huckleberry	738-4363	3/31/2020
MICHAEL HINTON	1015 S. IRVINE PL.	738-5748	3/31/2021
NANCY HOLMES*	1520 COOPER ST.	717-1614	3/31/2021
TOM HORNING	808 26TH AVENUE	738-5770	<a href="mailto:horning@pacifier.com">horning@pacifier.com</a>
DALE MCDOWELL	1387 AVENUE 'U'	738-5112	<a href="mailto:dmcdowell@cityofseaside.us">dmcdowell@cityofseaside.us</a>