AGENDA SEASIDE CITY COUNCIL (ELECTRONIC) MEETING APRIL 13, 2020 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 \$1,671,113.98
 - b) APPROVAL OF MINUTES March 23, 2020
- 8. REPORTS AND PRESENTATIONS: NONE
- 9. UNFINISHED BUSINESS:
 - a) PUBLIC COMMENTS ORDINANCE #2020-04 AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING CODE OF ORDINANCE CHAPTER 110 REGARDING GENERAL BUSINESS LICENSING DISTRIBUTION OF LICENSE FEE REVENUE (Third Reading)
 - > OPEN PUBLIC COMMENTS
 - > COUNCIL COMMENTS
 - > MOTION FOR THIRD READING BY TITLE ONLY ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT ROLL CALL VOTE
 - b) VACANCY PARKS ADVISORY COMMITTEE
- 10. NEW BUSINESS
 - a) RESOLUTION #3955 A RESOLUTION OF THE CITY OF SEASIDE, OREGON, AMENDING RESOLUTION #3864, ADOPTING FEES FOR CITY SERVICES
 - > PUBLIC COMMENTS
 - > COUNCIL COMMENTS
 - > MOTION TO READ BY TITLE ONLY ALL IN FAVOR AND OPPOSED
 - > MOTION TO ADOPT ALL IN FAVOR AND OPPOSED
 - b) 2020 SOUTH CLATSOP COUNTY SIMULCAST (REPEATER) PROJECT, Mitch Brown and Joey Daniels
 - > COMMENTS
 - > MOTION TO APPROVE ROLL CALL VOTE

- c) SEASIDE CIVIC AND CONVENTION CENTER EXPANSION/RENOVATION CHANGE ORDER, Russ Vandenberg
 - > COMMENTS
 - MOTION TO APPROVE ROLL CALL VOTE
- d) SEASIDE CIVIC AND CONVENTION CENTER EXPANSION/RENOVATION PARTIAL RETAINAGE RELEASE, Russ Vandenberg
 - > COMMENTS
 - > MOTION TO APPROVE ROLL CALL VOTE
- 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.

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.

ORDINANCE NO. 2020-04

AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING CHAPTER 110 OF THE SEASIDE CODE OF ORDINANCES REGARDING GENERAL BUSINESS LICENSING – DISTRIBUTION OF LICENSE FEE REVENUE

THE CITY OF SEASIDE ORDAINS AS FOLLOWS:

SECTION 1. Chapter 110.12 DISTRIBUTION OF LICENSE FEE REVENUE is amended to read as follows:

110.12 DISTRIBUTION OF LICENSE FEE REVENUE.

The City Finance Director is hereby authorized to receive such license fees and shall distribute the license fee revenue as follows.

- (A) In a fiscal year:
- (1) The first \$100,000 \$265,000 collected is designated to the Community Development fund.
- (2) Sixty percent of any money collected over the first \$100,000, \$265,000, up to a maximum of \$165,000 330,000, is designated for the Seaside Chamber of Commerce. At no time shall the Chamber of Commerce receive more than \$39,000.
- (3) Forty percent of any money collected over the first \$100,000, \$265,000, up to a maximum of \$165,000 \$330,000, is designated for the Seaside Downtown Development Association. At no time shall the S.D.D.A. receive more than \$26,000.
- (4) Any money collected in excess of \$165,000 \$330,000 is designated for capital improvements in the Convention Center Capital Improvement Fund.
- (B) License fee revenue distribution will be reviewed by the City Council after the first year, and then every five years, or if revenue exceeds \$175,000, \$360,000 whichever comes first.
- (C) Non-profit (5013C) local business groups whose goal is to improve the economic base of the city may apply to the City Council for consideration to be included in the distribution of license fee revenue.
- (D) All funds distributed from the business license fee revenue to any other eligible organization must be accounted for by filing with the city an annual budget and quarterly expenditure reports.

SECTION 2. The amendments in Section 110.12 will become effective May 13, 2020.

ADOPTED by the City Council of the City of Seaside on following roll call vote:	this day of, 2020, by the
YEAS: NAYS: ABSTAIN: ABSENT:	
SUBMITTED to and APPROVED by the Mayor on this	_ day of, 2020.
ATTEST:	JAY BARBER, MAYOR
Mark J. Winstanley, City Manager	

SEASIDE PARKS ADVISORY COMMITTEE

(Meetings are scheduled the first Thursday of every month at 7:00 PM)

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, or be an owner or employee of a business located in the city limits. 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 9, 2020
	Name:	Norman Brown
	Commission/Committee:	Parks Advisory Committee
	Resignation Date:	March 9, 2020 – Brown
	Term Expiration Date:	March 31, 2020
	Wants to be considered again:	Brown – No
2.	Applicants:	
3.	Nominations:	
4.	Appointment:	

Kimberley Jordan

From:

Norman Brown <norman.b3@sbcglobal.net>

Sent:

Saturday, December 7, 2019 10:43 AM

To:

nholmes105@yahoo.com

Cc:

Kimberley Jordan

Subject:

Minutes

Attachments:

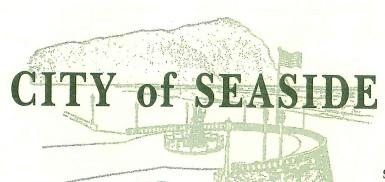
Meeting Minutes 12052019.docx; Meeting Minutes 12052019.pdf

I leave tomorrow on a long vacation cruise so I rushed to get the minutes out. (I am not sure how my computer access to the internet will be ergo access to email; so I wanted to tie up some loose ends.) I will not be in town for the Jan 2 meeting. Anyway, I guess you will not be voting on the minutes until the meeting in February.

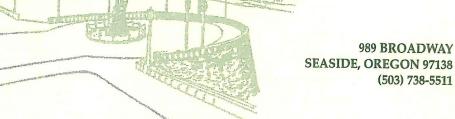
Also, I wanted to inform both of you that I have decided not to "re-up" after my term ends next March. In addition to my membership on the Clatsop County Budget Committee, I am taking on another service commitment that is in a field I am very committed to and I think it is time to let go of the PAC. I am grateful for the time I spent on the Parks Committee. I think we accomplished a lot, but I am also grateful for all the great people I met while serving.

I will be back in town for the February and March meetings.

Norm



OREGON'S FAMOUS ALL-YEAR RESORT



PARKS ADVISORY COMMITTEE

Term of Office: Number of Members:

3 years 7

Chairperson*
Vice Chairperson**
Secretary***

NAME	ADDRESS	PHONE	TERM EXP.
VACANCY			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
PAM BIERLY	120 12TH AVENUE	738-8107	3/31/2022
MATTHEW STOLBERG	870 Avenue 'I' Unit 2	739-2593	3/31/2022
MARY BLAKE	1668 Whispering Pines	717-3810	3/31/2023

TOM HORNING

808 26TH AVENUE

738-5770

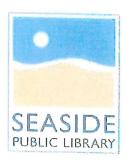
horning@pacifier.com

DALE MCDOWELL

1387 AVENUE 'U'

738-5112

dmcdowell@cityofseaside.us



Seaside Public Library

1131 Broadway Seaside, OR 97138

LIBRARY MEMORANDUM

To: The Mayor and City Council

From: Esther Moberg, Library Director

Date: April 13, 2020

Dear Honorable Mayor and City Council,

After discussion with the Astoria and Warrenton Public Library directors to bring new access and am extension of library services as part of the Northwest Library Cooperative, an agreement between the three libraries of Astoria, Seaside, and Warrenton, I am requesting that the following fines and fees be changed. These changes have also been agreed to by the Seaside Public Library Board.

I would like to change to no fines for youth materials (Items will be billed instead based on an overdue lost item status) and increase fines on adult materials from 15 cents to 25 cents per item per day. I would also like to update the fee for out of town cards to \$70 per year. The last time these fees and fines were updated was in 2012. This reflects the additional items and services that out of town cards will be able to have access to. I am excited for the addition in services this will provide. By my estimate, library card holders will now have access to over 100,000 items total across the three libraries and over 65,000 online digital ebooks and audiobooks.

These changes will help us open up the shared library card where Seaside Library patrons will be able to use their library card to check out items and return materials at the Astoria Public Library, Seaside Public Library, and Warrenton Community Library. Each library will collect the fees and fines of their own patrons. If approved, we would like this to go into effect on July 1, 2020.

Sincerely,

Esther Moberg

Library Director

RESOLUTION #3955

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, AMENDING RESOLUTION #3864, ADOPTING FEES FOR CITY SERVICES

THE SEASIDE CITY COUNCIL RESOLVES AS FOLLOWS:

<u>SECTION 1.</u> In accordance with Chapter 34.03 of the Seaside Code of Ordinances, fees for City Services are adopted as follows:

34.03 FEES FOR SERVICES.

A schedule of fees, unless otherwise provided by law, is established as follows:

- (A) Photocopy fee ($8\frac{1}{2}$ " x 11" & 14") Black and White \$0.25 per page; Color \$0.50 per page
- (B) File location and research
 - (1) Location of requestor's personnel file no charge
 - (2) Other file location and all research \$6 per quarter hour
- (C) Audio/video tape reproductions \$25 per copy
- (D) Non-sufficient funds (NSF) charge \$25 per check returned NSF
- (E) Meeting agenda
 - (1) Picked up at city hall or for newspaper and radio reporters no charge
 - (2) Mailed
 - (a) Single meetings \$3.50 minimum mail charge.
 - (b) Annual subscription (Jan-Dec) \$3 per meeting
 - (3) Single agenda and single minutes \$5 (includes postage and handling)
- (F) Agenda packets
 - (1) Requested in advance of copy day \$0.25 per page plus mailing charges
 - (2) All others see photo copy fee
- (G) Fax (requested in lieu of standard mail delivery) \$5 for first page and \$2 for each additional page
- (H) Mail charges, prepaid (for copies, reports, and the like) Actual cost, minimum of \$4
- (I) Print-out or email business licenses, \$25 for each printout

 Print-out on labels or disc \$45 for each
- (J) Lien search \$10 per tax lot

(K) Library fees

(1) Out-of-city Limits district use library card

\$70 \$50 for 12 months \$35 \$25 for 6 months \$17.50 \$15 for 3 months

Visitor Pass use

\$6 \$5 for 1 month, limit 6 5 items

- (2) Overdue fines for adult materials \$0.25 \$0.15 per item per day
- (3) Photocopy fee using Library copier Black and White \$0.20 per page Color \$0.50 per page

Copies using Library PC and/or Microfilm \$0.05 per page

(4) Library Community Room Charges:

Non-Profit Agencies - No charge

For Profit Agencies – Must meet all other community room policies for use –

\$25 for first 2 hours \$10 for each additional hour

- (L) Plots and blue prints
 - (1) 24" x 36" plot \$25 each
 - (2) 18" x 24" blue print \$2 each
 - (3) 24" x 36" blue print \$2.50 each
 - (4) \$2 per linear foot for roll stock
- (M) Copies of police reports
 - (1) \$10 per report, to be paid at time of request
 - (2) Fingerprints for use by private citizens \$15
- (N) Animal control/code enforcement Chapter 92 of Seaside Ordinance
 - (1) License Fees Spayed female or neutered male or kennel dogs \$15 year Seaside resident 65 years of age or older \$5 Seaside residents disabled \$5 Any other dogs \$30

Dog impound - \$25 each (licensed- first offence) \$40 each (unlicensed – first offence) \$55 each (second offence) \$75 each (each subsequent offence)

> \$15 each (unlicensed dog – penalty when no enforcement) \$30 each (unlicensed dog – penalty when enforcement)

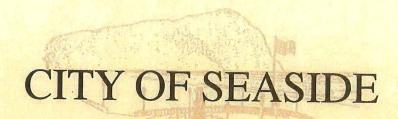
(2) Penalty – Nuisance Dogs first violation \$150 second violation \$250 each additional violation \$350

Dog Control - \$700 Potentially Dangerous Dogs \$500

(O) Copies of fire reports

(P)	Copies of 911 tapes \$15 - \$50 per requ	ıest (de	epending on amount of staff time)
(Q)	Other copies (books, journals, maps, equipment	and tl	ne like) Cost includes labor, materials, and copy
	Zoning ordinance only	\$20	
	Zoning map	\$20	
	Maps Large 3' x 6'	\$20	
	Comprehensive plan	\$15.	50
	Sign ordinance	\$13.	00
	Subdivision & partition ordinance	\$14.	50
	Inventory of historic residences	\$28.	75
(R)	Certified copies of Municipal Court Re	ecords	\$10
	Monthly payment plan fee - Violation	\$25; (Crime \$50
	Clear Driver's License Suspension Fee	\$25	
(S)	City Hall Meeting Room Charges: Non-Profit Agencies – No charge		
	For Profit Agencies – Council Chamb	oers -	\$50 for first 2 hours \$20 for each additional hour
	Conference Ro	om -	\$25 for first 2 hours \$10 for each additional hour
(T)	City Hall, Seaside Civic and Convention Card Machine Fee Charges:	on Cer	ter, and Building/Planning Department Credit
	Visa, MasterCard, and Discover - 3% s Credit Card.	surcha	ge added to the total charges for using a
	City Hall - Room Tax Payments & Ass	sessme	nt Payments
	Building/Planning Department - 3% St	ırcharg	ge on all Payments
	Seaside Civic and Convention Center -	3% S	urcharge on all Payments
SECTIO	DN 2. This Resolution shall become eff	fective	July 1, 2020 upon approval of the resolution.
PASSED	by the Council of the City of Seaside	this _	day of, 2020.
SUBMIT	ΓΤΕD to the Mayor and APPROVED b	y the	Mayor this day of, 2020.
ATTEST	C:	JAY	BARBER, MAYOR
Mark J.	Winstanley, City Manager		

(1) Reports – (each report requested) \$25.00 per report



POLICE DEPARTMENT

DAVID HAM CHIEF OF POLICE

TO: Honorable Mayor & City Council

FROM: Mitch Brown

DATE: March 24, 2020

RE: South Clatsop County Simulcast Project 2020

Seaside Dispatch has received a bid from our sole source provider for dispatch repeater maintenance, Day Wireless for the purchase and implementation of a desperately needed repeater system replacement for Police and Fire communications. Seaside Dispatch is requesting the approval of City Council in the amount of \$135,000.00 to replace with a new simulcast radio system.

The following is our general timeline:

Equipment purchase and shipping: 2 Months

Complete install: 1 Month

FCC Licensing: 1-2 Months

Total: 3-4 Months.

Attachments: Quote, Coverage updates.

DAY Wireless Systems

39 International Way Longview, WA 98632



Proposal	rc	p	0	s	a	1	
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Prepared For:	City of Seaside	Date:	3/26/2020
Contact:		Acct #	
Address:		PO#	
City/State/Zip:			
Phone:			

Date:	3/26/2020
Acct #	
PO#	

Item	Qty	Description		
	4.9	Description	Unit Cost	Total
	5	Motorola GTR8000 Repeaters	\$9,920.00	\$49,600.00
	10	Motorola MLC8000	\$1,680.00	
	1	Spectracom SecureSync GPS Master Oscillator	\$5,490.00	
	2	Antenna System	\$10,000.00	
	1	Antenna System (Humbug)	\$4,900.00	-
	1	Microwave Link: Water Tower to Tillamook	\$3,200.00	\$3,200.00
	1	Instllation	\$23,000.00	\$23,000.00
	ľ.			
			Equipment / Labor	\$122,990.00
No	te: The pro	oposed labor rate is based on work performed during regular business hours	Shipping	\$350.00
	Monda	y - Friday 8:00 AM to 5:00PM Overtime labor rates are higher	Subtotal	\$123,340.00
			8.2 % Sales Tax	\$0.00
			Total	\$123,340.00

Scope of Work:

(2) Simulcast Systems, one for Fire and one for Police. (2) sites, new Water Tank site and Tolovana with voting at Trend West for both channels. Also adding Fire to Humbug.

> Proposal Valid for 60 Days <

Area Sales Rep:	Chris Tate	Customer Serv Rep:	Matt En
Office:	360-423-3690	Office:	360-423-
Fax:	360-425-8350	Fax:	360-425-
Email:	ctate@daywireless.com	Email:	menser@dayw

Enser 3-3690 5-8350 wireless.com

Exceptions:	
<u>Day Wireless will not be responsible for the following:</u> 1. The cost of diagnosing or eliminating any type of interference caused by, or received by customer equipment. 2. Delays and or extra costs incurred because of snow or other inclimate unexpected weather conditions. 3. Any unforeseen de or extra costs brought on by the FCC licensing process or its frequency coordinating agencies. 4. Lightning damage to equipment at sites not compliate to industry R-56 grounding and safety standards. 5. Extra labor time and or trips caused by our customer or <u>any</u> other customer sponsored contractor utility (phone/fiber ect) personnel not being prepared, late to job, or performing their job poorly. 6. Any unexpected or unforeseen customer equipment problems or issues, not included in the Scope of Work, that may potentially need repairs, maintenance, or programming.	lelay iant
<u>Notes:</u>	
This proposal is based on the performance of labor during regular business hours of 8:00 am through 5:00 pm Monday through Friday. Customer requests for work to be performed outside of these parameters may be accommodated but will be billed at the current over time shop rates unless otherwise noted in this or other valid quotation and or statement of work.	
All prices quoted herein are firm for <u>60 days</u> and are based on customer needs and information supplied as of proposal date. If customers specifications or other circumstances change, please contact us for a revised quotation. This quotation supersedes all previous quotations for the same scope of work.	
In order for a customer to be billed on their own personal or business account after completion of work, customers must have a pre-arranged and established line of credit approved with Day Wireless Systems, Inc. If a customer does not have such a line of credit, a down payment of the full quoted price may be required prior to ordering product or performing any work or services.	
<u>Taxes:</u> All pricing herein is exclusive of Washington State Sales Tax. Any tax or other governmental charges now, or hereafter levied upon, or measured by the transaction between Day Wireless Systems Inc, and the agency accepting this quotation shall be paid by such person, corporation, or agency accepting this quotation, in addition to any prices quoted or invoiced by Day Wireless Systems, Inc.	
<u>Payment Terms:</u> Net 10 days from the date Day Wireless Systems receives and invoices equipment. Customers are welcome to inspect equipment to ensure Day Wireless Systems has received equipment and it is in good working condition. All labor charges are net 10 days after completion of specified work. There will be a 20% re-stocking charge on all returned or canceled orders.	

Date:

Accepted By:

2020 South Clatsop County Simulcast Project

The issue at hand

- Our current infrastructure lacks redundancy and is single site only.
- Current complaints range from unable to hear or copy dispatch to scratchy radio communications. These issues could lead to safety issues for citizens and first responders.

The fix

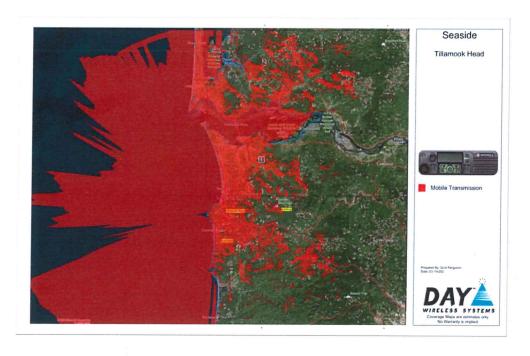
- Add 1 new radio site (Humbug). Will help both Seaside, Gearhart, Hamlet and Cannon Beach fire and police departments.
- Move main radio site (Tillamook Head) to EOC, near the new water tower at the school.
- Leave Tillamook Head as a backup.

Current Coverage

Mobile Reception

Seaside Tillamook Head Tillamook Head

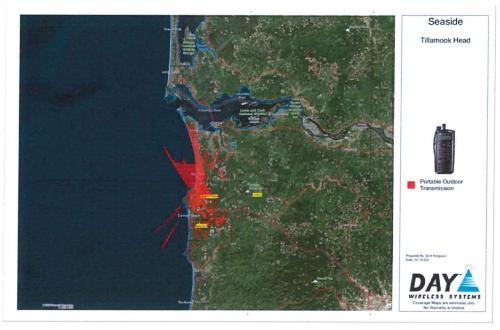
Mobile Transmit



Portable Reception



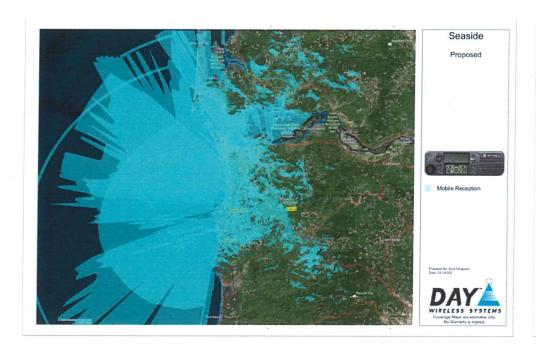
Portable Reception

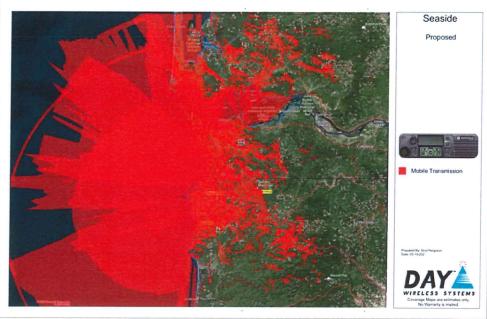


Proposed Coverage (New)

Mobile Reception

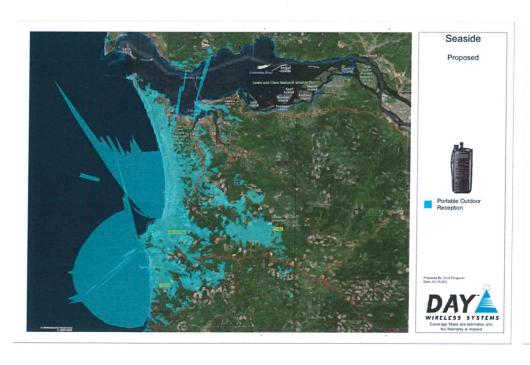
Mobile Transmit

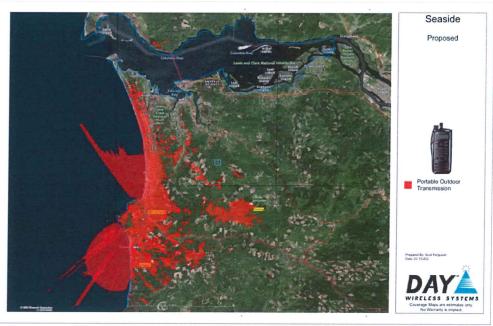




Portable Reception

Portable Transmit

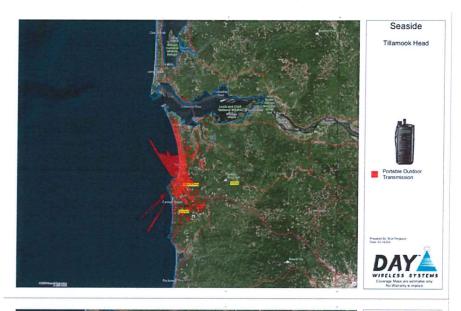


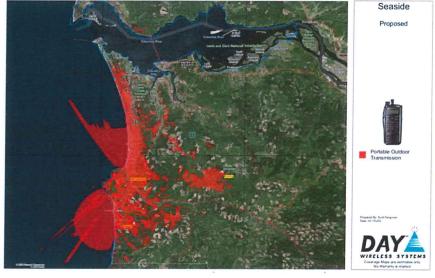


Portable Comparison



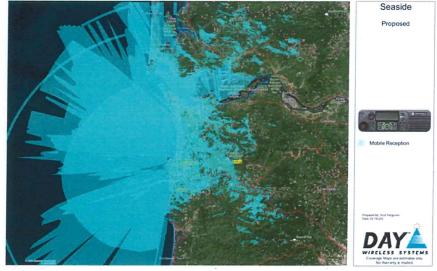






Mobile Comparison











MEMORANDUM

TO:

Honorable Mayor & City Council

FROM:

Russ Vandenberg, General Manager

DATE:

April 8, 2020

RE:

SCCC Expansion/Renovation - Change Order #18

We have received the following change order for the SCCC Expansion/Renovation project:

1. Bond reconciliation from previous change orders

\$16,237.33

Total Change Order

\$16,237.33

Total of change order will increase our GMP contract with O'Brien & Company, LLC from \$12,466,291.56 to \$12,482,528.89.

SCCC Remaining Contingency:

\$45,177.14

O'Brien Construction Contingency:

\$4,506.00

Total Contingency Remaining:

\$49,683.14

After making a detailed review of all changes, staff recommends approving and increasing O'Brien & Company, LLC (GMP) construction contract accordingly.



O'Brien & Company, LLC PO Box 4008 Wilsonville, OR 97070

To:

City of Seaside

989 Broadway

Seaside, OR 97138

Contract:

18-184- Seaside Civic Center

invoice #: 18184-BD1

Date: 4/7/20

Application #: BD1

Invoice Due Date: 04/17/20

Payment Terms: Net 10 days

Contract Item				Total
	3,110.60 1.2% 6,237.33			16,23
*Complete details on second sheet.				
This CO reconciles the bonding cost for each cha	inge order			
· .				
	4	1100		
-		**************************************		
4				
	No. of Physical Leads	The second secon	No water than a successful for the successful for t	-
			Total To Date :	16,237.33