

**AGENDA SEASIDE CITY COUNCIL MEETING
MAY 12, 2014 7:00 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PROCLAMATION – EMERGENCY MEDICAL SERVICES WEEK 2014, Brian Cole
6. COMMENTS FROM STUDENT REPRESENTATIVE, DANNY LEARY
7. COMMENTS – PUBLIC
8. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
9. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS – \$232,827.22
 - b) APPROVAL OF MINUTES – APRIL 28, 2014 REGULAR MINUTES
10. UNFINISHED BUSINESS:
 - a) ORDINANCE 2014-04 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, OREGON PURSUANT TO ORS 223.112-223.132, SETTING A PUBLIC HEARING, EXTENDING THE TERM OF THE ASSESSMENT DISTRICT FOR ECONOMIC IMPROVEMENT, KNOWN AS THE “DOWNTOWN MAINTENANCE DISTRICT”; REPEALING ORDINANCE NO. 2013-02 AND ALL ORDINANCES IN CONFLICT – THIRD AND FINAL READING
 - 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 – PARKS ADVISORY COMMITTEE
CONVENTION CENTER COMMISSION
11. NEW BUSINESS:
 - a) LIQUOR LICENSE APPLICATION – NONNI’S ITALIAN BISTRO, 831 BROADWAY
 - b) RESOLUTION #3816 – A RESOLUTION OF THE CITY OF SEASIDE, OREGON, EXTENDING SEASIDE’S WORKERS’ COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF SEASIDE
 - PUBLIC COMMENTS
 - COUNCIL COMMENTS
 - MOTION TO READ BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION TO ADOPT – ALL IN FAVOR AND OPPOSED

- e) CITY OF SEASIDE POLICY FOR EVENTS
 - d) REQUEST - SEASIDE LIBRARY FOUNDATION, ESTHER MOBERG
 - e) UPDATE – SEASIDE FIRE DEPARTMENT PUMPER RESCUE VEHICLE
 - f) BID RESULTS – BLOCK STATION SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) UPGRADE
-
- 12. RECESS INTO EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2) (e) REGARDING NEGOTIATIONS TO ACQUIRE PROPERTY
 - 13. RECONVENE INTO REGULAR SESSION – COUNCIL DIRECTION TO STAFF
 - 14. COMMENTS FROM THE COUNCIL
 - 15. COMMENTS FROM THE CITY STAFF
 - 16. 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, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

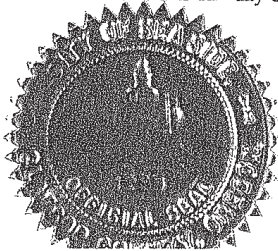
WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW THEREFORE, I, Don Larson, Mayor of the City of Seaside, in the State of Oregon, in recognition of this event do hereby proclaim the week of May 18-24, 2014, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, EMS: Dedicated. For Life. I encourage the community to observe this week with appropriate programs, ceremonies, and activities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Seaside to be affixed this 12th day of May, 2014.



DON LARSON, MAYOR

CALL TO ORDER The Regular meeting of the Seaside City Council was called to order at 7:00 PM by Council President Johnson.

Present: Council President Don Johnson; Councilors Tita Montero, Jay Barber, and Randy Frank.

Absent: Mayor Don Larson, Councilor Dana Phillips, and Stubby Lyons

Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Bob Gross, Seaside Police Chief; Joey Daniels, Seaside Fire Chief; Esther Moberg, Library Director, Russ Vandenberg, Convention Center & Visitors Bureau General Manager; and Nancy McCarthy, Seaside Signal/Daily Astorian.

Also Present: Seaside High School Civics Class, Jason Boyd, teacher.

AGENDA Motion to approve the April 28, 2014 agenda; carried unanimously. (Barber/Montero)

PROCLAMATION Bob Gross, Seaside Police Chief, read the Proclamation for Peace Officers' Memorial Day.

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, read a Proclamation for Travel; and Tourism week.

COMMENTS – STUDENT REPRESENTATIVE Absent

COMMENTS – PUBLIC Kevin O'Keane, 2525 Pine Street, Seaside, stated he was recruiting people for Kiwanis Club and the Golf Tournament for Camp Kiwanilong which was scheduled for May 17, 2014. This was a charitable event to raise money for Camp Kiwanilong and Mr. O'Keane was looking for teams to play at the tournament.

CONFLICT Council President Johnson asked whether any Councilor wished to declare a conflict of interest.

Councilor Frank stated he did not really have a declaration but Council would be reviewing the Ordinance for Assessments in the Downtown Maintenance District. Councilor Frank further stated he was the owner of Norma's Restaurant in the Downtown Maintenance District and wanted to announce that information for the record.

CONSENT AGENDA Motion to approve payment of the bills in the amount of \$94,468.18; and April 14, 2014, regular minutes; carried unanimously. (Barber/Frank)

VACANCY – PARKS ADVISORY COMMITTEE Council President Johnson stated there was a vacancy on the Parks Advisory Committee with no applications received. Council President Johnson further stated the vacancy would be left open until April 30, 2014.

VACANCY – CONVENTION CENTER COMMISSION Council President Johnson stated there was one vacancy on the Convention Center Commission with no applications received. Council President Johnson asked the press to advertise the vacancy.

LIQUOR LICENSE Council President Johnson stated there was a liquor license application received from Stop n Go Convenience Store, 1625 N. Roosevelt Drive. Council President Johnson further stated the application was for an Off-Premises Sales License, and was for a change of ownership. Council President Johnson asked if the owner Tek Sandhu was present and the owner was present for questions.

Councilor Frank stated in being so close in proximity to the Seaside High School was there any concerns with liquor sales and was there any extra precautions taken.

Tek Sandhu, Stop n Go Convenience Store owner, stated there were liquor license laws that the store would abide by and identification would be checked for all alcohol purchases.

Motion approving the Off-Premises Sales License for Stop n Go Convenience Store, 1625 N. Roosevelt; carried unanimously. (Barber/Frank)

April 28, 2014

REQUEST –
PERMIT AND PLAN
REVIEW FEES

Mark Winstanley, City Manager, stated Jeff Kilday was attending the meeting and could provide information in greater detail on the construction of the Press Box for the High School Track and Field. Mr. Winstanley further stated the City wished to cooperate with the school district for the press box and was in support of waiving the City of Seaside Building fees for the Press Box. The school district would still be responsible for the State Surcharge on the building fee. Staff was recommending Council approve waiving the City of Seaside fees in the amount of \$358.35 for the Seaside High School Track and Field Press Box

Motion approving the City of Seaside waives the permit and plan review fees of \$358.35, for the Seaside High School Track and Field Press Box; carried unanimously. (Frank/Montero)

Councilor Barber asked if the press box would be built by volunteers.

Mr. Kilday stated the press box would be built by the Seaside High School Construction Class taught by Jeff Corliss.

RESOLUTION #3815

A RESOLUTION OF THE CITY OF SEASIDE, OREGON AMENDING RESOLUTION #3759, ADOPTING FEES FOR CITY SERVICES

Mr. Winstanley explained Resolution #3815 was a housekeeping resolution and would replace Resolution #3759. The resolution set all miscellaneous fees throughout the City. The resolution was adjusting fees for the reproduction of materials, photo copies, and profit agencies using the Community Room at the Library.

Council President Johnson asked for public comments, there were no public comments.

Council President Johnson asked for Council comments, there were no Council comments.

Motion to read Resolution #3815 by title only; carried unanimously. (Montero/Barber)

Motion to adopt Resolution #3815; carried unanimously. (Barber/Frank)

PUBLIC HEARING

This was the duly advertised time and place to hold a public hearing regarding an Ordinance of the City Council of the City of Seaside, Oregon, Pursuant to ORS 223.112-223.132, Setting a Public Hearing, Extending the Term of the Assessment District for Economic Improvement, Known as the "Downtown Maintenance District"; Repealing Ordinance No. 2013-02, and all Ordinances in Conflict.

Mr. Winstanley explained there was an adjustment on the agenda as last years ordinance was listed on the agenda which was corrected to this year. Mr. Winstanley further stated this was an annual event and the Downtown Maintenance District required that an ordinance was approved every year establishing what the fees would be. The fees were by Oregon State law recognized as taxes and the fees would appear on the property tax statements. Mr. Winstanley was pleased to announce tonight that the City was not increasing the fees this year and were recommending to the Council that the same fee was implemented as last year. Mr. Winstanley further stated the Downtown Maintenance District paid for two contracts the City issued which was to Natures Helper who took care of all the flower beds in the downtown locations, and the Downtown Litter and Sweeping contract where individuals actually cleaned the downtown area with sweeping the sidewalks and picking up the trash. The two contracts was the only thing the assessment paid for and there were no increases for this year.

ORDINANCE #2014-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, OREGON, PURSUANT TO ORS 223.112-223.132, SETTING A PUBLIC HEARING, EXTENDING THE TERM OF THE ASSESSMENT DISTRICT FOR ECONOMIC IMPROVEMENT, KNOWN AS THE "DOWNTOWN MAINTENANCE DISTRICT"; REPEALING ORDINANCE NO. 2013-02, AND ALL ORDINANCES IN CONFLICT.

Council President Johnson opened the public hearing, there were no comments, and the public hearing was closed.

Council President Johnson asked for Council comments.

Councilor Barber stated people who visited Seaside always commented on the flower gardens and found them to be unique and beautiful. Many people asked for information on plants or flowers in the gardens which was a wonderful investment with the Downtown Maintenance District.

Mr. Winstanley stated even though there was not near as many comments compared to the flowerbeds, people did notice and commented on how clean the sidewalks, and downtown area looked.

Motion to place Ordinance 2014-04 on its first reading by title only; carried unanimously. (Montero/Barber)

Motion to place Ordinance 2014-04 on its second reading by title only; carried unanimously. (Frank/Montero)

VISIONING UPDATE
AND PRESENTATION

Esther Moberg, Seaside Library Director, stated there was a survey sent out for Visioning 2034 and the presentation would be information collected from those surveys. The survey responses were Visitors 96 which equaled 18%, K-6th Grade 112 which equaled 21%, 7-12th Grade 92 which equaled 18%, and Community 222 which equaled 43%. The Community Survey demographics was East of Wahanna 21%, West of Highway 101/Roosevelt 34%, Between Highway 101 and Wahanna 9%, Cove 5%, Outside of City 18%, and other 13%. Visitors Survey Demographics locations were the Oregon Coast, Portland, Willamette Valley, Oregon, Washington, and other. Ms. Moberg further stated the top 6 topics: Community: public safety, outdoor recreation, environment, restaurants, parks, arts, & culture. Visitors: restaurants, outdoor recreation, public safety, environment, family features, and shopping. Teens: environment, public safety, technology, outdoor recreation, environment, and shopping. The survey given to students at the elementary and high school also had questions such as "How do you feel about your school?", "On a scale of 1-5, how adequate do you feel Seaside's current education systems rate", and "How adequate do you feel Seaside's current educational facilities rate". Ms. Moberg further stated the top hangout spots for Teens and Kids: Teens: school, my house/apartment, my friend's house/apartment, and other. The top things to do for Teens and Kids: Teens favorite things to do: hang out with friends, sports, and watch movies. Kid's favorite things to do: play with friends; be with my family, and sports. Ms. Moberg further stated the Safety – Community Members: When asked, do you feel like you know what to do in the event of a catastrophe? 87.7% of community members surveyed said yes, 4.87% said no, 7.96% were unsure. When asked, do you feel that you have been properly informed and prepared for what to do in the event of an emergency in the City? 80.3% of Community members surveyed said yes, 11.95% said no, and 7.52% were unsure. Safety – Teen and Kids: When asked, do you feel safe in Seaside? 77.68% of grades K-6th surveyed said yes, and 78.26% of grades 7-12th surveyed said yes. Safety – Visitors: When asked, do you feel that Seaside is adequately prepared when it comes to health and safety? 39% of visitors surveyed said yes, 24% said no, and 37% were unsure. Safety – Visitors: When asked, do you feel like Seaside is adequately prepared for a Tsunami? 28% of visitors surveyed said yes, 22% said no, and 50% were unsure. Ms. Moberg further stated the next steps with the Visioning process: 66% of community members surveyed were willing to participate in future surveys, 59% of visitors surveyed are willing to participate in future surveys, 45% of community members surveyed are interested in participating in community work groups centered on visioning, and 32% of youth surveyed said they would participate in a future survey. Ms. Moberg further stated next up for Visioning: Teen Instagram Contest that started last week, Teen Summit Visioning/SEPRD at the High School on May 21, 2014, 2:15 – 3:30pm, City Councilors would receive envelopes to begin community discussion meetings based on their topic, working with community members to help facilitate, scheduling a visioning town hall, and plans for the next survey.

Councilor Montero stated just to clarify Council would receive an envelope and would the envelopes include the results of the surveys.

Ms. Moberg stated this was done by Survey Monkey and there was a lot of information and may be included online with the Visioning information.

Councilor Montero asked when Council would receive a copy of the PowerPoint.

Ms. Moberg stated the PowerPoint could be emailed on Tuesday, April 29, 2014. Ms. Moberg further stated there was a request to schedule a workshop before the community meetings started.

Council President Johnson stated the Mayor wanted visioning to move forward. Council President Johnson further stated he would like to schedule a workshop for Visioning on Monday, May 12, 2014, 6:00 pm which would be prior to the City Council meeting at 7:00 pm.

Council consensus to schedule a workshop for Monday, May 12, 2014, 6:00pm.

Councilor Montero asked the Civic Class Students questions concerning Visioning.

DISCUSSION –
CITY COUNCIL
MEETING MAY 26, 2014

Council President Johnson stated the City Council meeting Monday, May 26, 2014, was Memorial Day and asked Council what they wished to do.

Councilor Montero asked if Mr. Winstanley anticipated anything major or if this would affect the Budget.

April 28, 2014

Mr. Winstanley stated the City could work around cancelling the City Council meeting on May 26, 2014.

Motion to cancel the City Council meeting on Monday, May 26, 2014, Memorial Day; carried unanimously. (Montero/Barber)

COMMENTS – COUNCIL Councilor Frank reminded Council and the public of the Household Hazardous Waste Collection on Saturday, May 3, 2014, at the Public Works shops. Councilor Frank stated there would be a Leadercast event held at the North Coast Family Fellowship campus on Friday, May 9, 2014.

Mr. Winstanley stated at the Household Hazardous Waste Collection people did not get out of their vehicles but pulled up and the volunteers collected all the items and sent you on your way.

Councilor Montero stated Saturday, May 17, 2014, was a day for exercise where you could compete in a Golf Tournament, Sunset Empire Park and Recreation was having a 5K Prom walk, and attend the Seaside Downtown Development Association (SDDA) wine walk.

Councilor Barber asked how many of the Seaside High School Civic Class students knew how much the City of Seaside annual budget was.

Students Responses: Probably not a lot, \$10,000.00, and \$100,000.00 at the least.

Mr. Winstanley stated the City of Seaside annual budget for 2014-2015 was approximately \$18,000,000.00.

Councilor Johnson stated the first City of Seaside Budget Committee meeting would be held Monday, May 5, 2014, 7:00 pm, and Urban Renewal Budget Committee meeting would be held Wednesday, May 7, 2014, 6:30 pm

COMMENTS – STAFF Russ Vandenberg, Convention Center & Visitors Bureau General Manager, stated the Miss Oregon Pageant Camp would be held at the Convention Center on May 2-4, 2014.

ADJOURNMENT The regular meeting adjourned at 7:48 PM.

Kim Jordan, Secretary

DON JOHNSON, COUNCIL PRESIDENT

ORDINANCE NO. 2014-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, OREGON, PURSUANT TO ORS 223.112-223.132, SETTING A PUBLIC HEARING, EXTENDING THE TERM OF THE ASSESSMENT DISTRICT FOR ECONOMIC IMPROVEMENT, KNOWN AS THE "DOWNTOWN MAINTENANCE DISTRICT"; REPEALING ORDINANCE NO. 2013-02, AND ALL ORDINANCES IN CONFLICT.

WHEREAS, the current Downtown Maintenance District expires on June 30, 2014; and

WHEREAS, it is in the best interest of the City to extend the term of the District.

NOW, THEREFORE, THE CITY OF SEASIDE ORDAINS AS FOLLOWS:

SECTION 1. PURPOSE. The economic improvement district shall be continued to provide maintenance, upkeep, and litter control of planting areas, seating areas, sidewalks, curbs, and gutters within a designated area known as the "Downtown Maintenance District."

SECTION 2. BOUNDARIES. The Boundaries of the Downtown Maintenance District are described as follows: Broadway from Roosevelt to the Prom; Avenue A from Holladay to the Prom; Columbia Street from Avenue A to Oceanway; Downing Mall from Broadway to Oceanway; Franklin Street from Broadway to Avenue A; First Avenue from Holladay to the Necanicum Bridge; Holladay from 1st Avenue to Avenue A on the West, and from 1st Avenue to Avenue B on the east, including 50' to the south of Avenue A and 50' south of Avenue B. (See Exhibit A attached.)

When the Council considers it necessary to expand the boundaries of the District, each new property owner affected will receive notice stating the time and place of a public hearing at which affected property owners may appear to support or object to the District. Boundary changes will be made by the enactment of an ordinance by the Council.

SECTION 3. COSTS. The cost of the Downtown Maintenance District is estimated to be \$92,051.00 annually. Based on the total assessed linear footage of 10,409.3 feet, the benefited properties within the Downtown Maintenance District will pay \$8.843150 per front foot.

SECTION 4. TERM OF DISTRICT. Assessments will be levied to the benefited property owners for a maximum of one (1) year, starting July 1, 2014, to provide for the Downtown Maintenance District.

SECTION 5. AUDITOR TO FILE PROPOSED ASSESSMENT. The City Auditor shall be required to prepare the proposed assessment for each lot in the District and file it with the Finance Office.

SECTION 6. NOTICE OF AFFECTED PROPERTY OWNERS. Notice shall be mailed to the owner of each lot to be assessed, the notice shall state the amount of the assessment proposed on the property of the owner receiving the notice. The notice shall state the time and place of a public hearing at which time affected property owners may appear to support or object to the proposed assessment. The hearing shall not be held sooner than thirty (30) days after the mailing of the notices. The Council shall consider any objections and may adopt, correct, modify or revise the proposed assessments.

Notice shall be mailed to affected property by March 24, 2014, announcing the intention of the Council to extend the Downtown Maintenance District and to assess the benefited property for all the cost. A public hearing will be held on Monday, April 28, 2014, at 7:00 PM at City Hall, 989 Broadway, at which time affected property owners may appear to support or object to the proposed extension of the district.

SECTION 7. ASSESSMENTS. If, after the hearing, the Council determines that the Downtown Maintenance District shall be extended, the Council shall determine the amount of the assessment on each lot in the District, and the extension of such assessments.

Assessments will not be made and Downtown Maintenance District will be abolished if written objections are received at the public hearing from owners of property upon which more than thirty-three percent (33%) of the total amount of assessments is to be levied.

SECTION 8. REPEAL. Ordinance No. 2013-03, adopted May 13, 2013, is repealed.

ADOPTED by the City Council of the City of Seaside on this ____ day of _____, 2014, by the following roll call vote:

YEAS:
NAYS:
ABSTAIN:
ABSENT:

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

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

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
Norman Brown
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: April 30, 2014

NAME Brown Norman PHONE 503/717-5132
Last First

ADDRESS 3041 Evergreen Drive, Seaside, OR 97138

MAIL ADDRESS (DIFFERENT THEN ABOVE) _____

LENGTH OF TIME IN SEASIDE 2 months

ARE YOU A REGISTERED VOTER IN SEASIDE: Yes No

OCCUPATION Retired from career in Human Resources

PAST OCCUPATIONS Manager in Human Resources specializing in Staffing and Compensation

List committee/commissions on which you would like to serve: Parks Advisory Committee
Convention Center Commission

List committee/commissions you are currently appointed to: N/A

List fields in which you have interest or ability: Management, Budgeting
Recruiting/Employment Labor Law

List employment and volunteer activities, which may relate to service on committee/commissions:
Past Chairperson of the No. Calif. Technical Personnel Committee
Member of Personnel Advisory Board, City of Sunnyvale, CA
Member of numerous workgroups/taskforces

List skills and special knowledge that you may have acquired from these activities:
Analytical Skills
Interpersonal Skills
Oral/Written Communication Skills

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

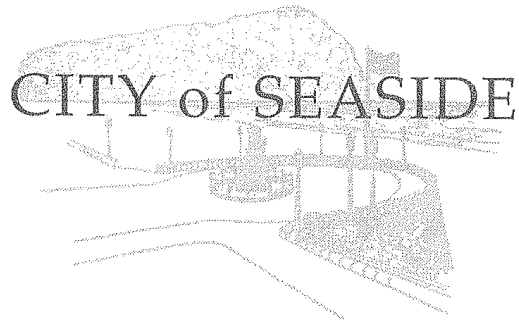
When? _____ Please explain: _____

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>Phil Duncan</u>	<u>Former Manager</u>	<u>Milpitas, CA</u>	<u>1-408-575-4275</u>
<u>Richard Balf</u>	<u>Former Colleague</u>	<u>Pleasanton, CA</u>	<u>1-925-963-5486</u>
<u>Bill Bennett</u>	<u>Former Manager</u>	<u>Palo Alto, CA</u>	<u>1-650-993-0999</u>
<u>Barbara Scott</u>	<u>Real Estate Agent</u>	<u>Seaside, OR</u>	<u>1-503-791-3802</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 4/29/14 SIGNATURE Norman T. Brown



OREGON'S
F A M O U S
A L L - Y E A R
R E S O R T

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	PO BOX 1013	717-5017	jbarber@warnerpacific.edu
NEAL WALLACE	1187 AVENUE 'U'	738-5112	nwallace@cityofseaside.us

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.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** April 14, 2014

Name: Marc Posalski

Commission/Committee: Convention Center Commission

Resignation Date: April 4, 2014

Term Expiration Date: October 25, 2014

Wants to be considered again: No

2. **Applicants:**
Norman Brown
Robert Hogo

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: April 30, 2014

NAME Brown Norman PHONE 503/717-5132
Last First

ADDRESS 3041 Evergreen Drive, Seaside, OR 97138

MAIL ADDRESS (DIFFERENT THEN ABOVE) _____

LENGTH OF TIME IN SEASIDE 2 months

ARE YOU A REGISTERED VOTER IN SEASIDE: Yes No

OCCUPATION Retired from career in Human Resources

PAST OCCUPATIONS Manager in Human Resources specializing in Staffing and Compensation

List committee/commissions on which you would like to serve: Parks Advisory Committee
Convention Center Commission

List committee/commissions you are currently appointed to: N/A

List fields in which you have interest or ability: Management, Budgeting
Recruiting/Employment Labor Law

List employment and volunteer activities, which may relate to service on committee/commissions:
Past Chairperson of the No. Calif. Technical Personnel Committee
Member of Personnel Advisory Board, City of Sunnyvale, CA
Member of numerous workgroups/taskforces

List skills and special knowledge that you may have acquired from these activities:
Analytical Skills
Interpersonal Skills
Oral/Written Communication skills

Have you ever been convicted, pled guilty or pled "no contest" to any crime, offense, or major traffic violation? Yes () No () 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>Phil Duncan</u>	<u>Former Manager</u>	<u>Milpitas, CA</u>	<u>1-408-575-4275</u>
<u>Richard Balf</u>	<u>Former Colleague</u>	<u>Pleasanton, CA</u>	<u>1-925-963-5186</u>
<u>Bill Bennett</u>	<u>Former Manager</u>	<u>Palo Alto, CA</u>	<u>1-650-493-0999</u>
<u>Barbara Scott</u>	<u>Real Estate Agent</u>	<u>Seaside, OR</u>	<u>1-503-791-3802</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 4/29/14 SIGNATURE Norman T. Brown

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 HUGO ROBERT PHONE 360 580-5021
Last First
ADDRESS 102 N. HOLLADAY SEASIDE, OR 97138
MAIL ADDRESS (DIFFERENT THEN ABOVE) _____
LENGTH OF TIME IN SEASIDE 3 1/2 YES
ARE YOU A REGISTERED VOTER IN SEASIDE: Yes No
OCCUPATION HOTEL GENERAL MANAGER
PAST OCCUPATIONS MANUFACTURING ENGINEER
GOLF RESORT MANAGER

List committee/commissions on which you would like to serve: SCCC ADVISORY BOARD

List committee/commissions you are currently appointed to: NONE

List fields in which you have interest or ability: CONVENTION SALES HOTEL OPERATIONS
FOOD: BEVERAGE

List employment and volunteer activities, which may relate to service on committee/commissions:
CIVIL SERVICE COMM.
FOOD BANK

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

Have you ever been convicted, pled guilty or pled "no contest" to any crime, offense, or major traffic violation? Yes () No 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>JEFF BUNSEL</u>	<u>EMPLOYER</u>	<u>414 N. PDM</u>	<u>425-443-1902</u>
<u>COBAL COOK</u>	<u>FRIEND</u>		<u>503-440-7295</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 5/8/14 SIGNATURE [Signature]



CITY of SEASIDE

OREGON'S
F A M O U S
A L L - Y E A R
R E S O R T

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>
VACANCY			10/25/2014
TIM TOLAN	PO BOX 911	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
PATRICK DUHACHEK	89736 SEALS RD.	858-774-4678	10/25/2017

*CHAIR

**VICE CHAIR

LIQUOR LICENSE APPLICATION

Nancy McKeown
Nonni's Italian Bistro
831 Broadway
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 business and applicants applying for the liquor license and the information received 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

April 28, 2014

MEMORANDUM

TO: Mark Winstanley, City Manager
FROM: Robert Gross, Chief of Police
SUBJECT: Nonni's Italian Bistro Application

We have reviewed the liquor application for Nonni's Italian Bistro located at 831 Broadway. This is a new outlet and the owner is requesting full on-premises sales. Our background check did not find anything that would disqualify the owner from obtaining a liquor license. We did note in our review of the application that the location is within 500 feet of Broadway Middle School which could be a bases for making an unfavorable recommendation to the Oregon Liquor Control Commission.

Under Chapter 35: Alcoholic Beverage Licenses, 35.05 OLCC Consideration Procedures subsection (K) reads: "The businesses 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". This is one of the eleven conditions that can be used to make an unfavorable recommendation. While the business is clearly within 500 feet of a school, we found no evidence that the business will adversely impact the school.

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

Working Together We Can Make A Difference

RESOLUTION #3816

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, EXTENDING SEASIDE'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF SEASIDE

WHEREAS, the City of Seaside elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers listed on the attached Volunteer Election Form.

1. An assumed monthly wage of \$2,000 per month will be used for public safety volunteers; and
2. An assumed monthly wage of \$800 per month will be used for CERT volunteers; and
3. An aggregate assumed annual wage of \$2,500 will be used per volunteer board, commission and/or council for the performance for administrative duties; and
4. Non-public safety volunteers will keep track of their hours and have their assumed payroll reported in the correct class code for the type of work being performed using Oregon minimum wage; and
5. A roster of active volunteers (public safety and non-public safety) will be kept monthly for reporting purposes. It is acknowledged that City/County Insurance Services may request copies of these rosters during year-end audit; and
6. Unanticipated volunteer projects or exposure not addressed herein will be added onto City of Seaside's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Seaside to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

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

SUBMITTED to the Mayor and **APPROVED** by the Mayor on this ____ day of _____, 2013.

DON LARSON, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

CITY OF SEASIDE POLICY
REGARDING MISCELLANEOUS USE PERMIT FOR EVENT ACTIVITIES ON
THE OREGON STATE BEACH IN SEASIDE

The following standards were adopted during the City Council Meeting _____, 2014.
The standards contained in the policy are to be used by City staff in providing comments to the Oregon State Parks Department on "Miscellaneous Use Permit for Event Activities" applications.

A. Group Gatherings and Events in the City of Seaside (50 people and above).

1. City of Seaside Proposed Special Event Request Form is required for all events. Please note: event forms can be obtained at Seaside City Hall, (503) 738-5511 or by going to the City of Seaside website www.cityofseaside.us.
2. Vehicles are permitted on the beach only to deliver and remove structures and equipment related to the event "unless specifically authorized. At no time will the beach access locations be blocked. (permit issued prior to event by the Seaside Police Department)
3. Amplified music by City permit only.
4. Portable generators by City permit only.
5. Artificial lighting by City permit only.
6. Portable toilets by City permit only.
7. Merchandising by City permit only.
8. Lodging on the beach is prohibited.
9. Fireworks in the City are prohibited.
10. Beach Fires, larger than small recreational fires during an event will need approval and a permit. (permit issued prior to the event by the Seaside Fire Department).
11. Alcohol and Containers:
 - a) Consumption of Alcoholic Beverages exceeding 14% alcoholic content is prohibited on the beach.
 - b) Consumption of alcoholic beverages is prohibited on the beach during spring break.
 - c) Glass bottles are prohibited on the Seaside Beach.
12. The gathering or event will not be located within 50 feet (north, south, east, and no events on the west) of the Life Guard Tower. A clear lane must be maintained from the access area of the beach.
13. The gathering or event will not be located within 100 feet of a public access to the beach (at no time will the beach access areas be blocked).
14. The location of the event will not have the effect of entirely restricting the public's north/south movement along the beach.
15. A gathering or event associated with a commercial use such as a motel will occur only on the portion of the beach immediately west of their property.
16. The gathering or event will conclude no later than 10:00 PM.
17. Any exceptions to the policy will need approval from the City of Seaside.
18. Oregon State Parks requires a permit for events on the beach (541) 563-8506.

B. Commercial Filming

1. Vehicles are permitted on the beach only to deliver and remove structures and equipment associated with filming. (permit issued prior to the event by Seaside Police Department)
2. No aircraft of any type may be used in association with the filming.
3. The filming will not have the effect of entirely restricting the public's movement along the beach.
4. Security personnel (approved by the Police Department) will be employed to provide project security and public information.



Seaside Public Library

1131 Broadway Seaside, OR 97138

May 6th, 2014

Dear Mayor and City Councilors,

The Library Director together with the Seaside Public Library Board and the Friends of the Seaside Library would like to request for consideration the city council's approval to form a library foundation.

On May 2nd at the Friends of the Library Board meeting, a motion was made and approved unanimously to support the forming of a library foundation.

On May 6th at the Seaside Public Library Board meeting, a motion was made and approved unanimously to support the forming of a library foundation.

Objectives of a Library Foundation for the Seaside Public Library:

- To create a receptacle for long term sustainable support that has a primary focus of supporting the library's capital projects and long term goals.
- To create a receptacle that is easily identifiable and encourages donations by providing a non-profit 501(c)3 for larger donations and living trusts.
- To have a long term receptacle for library donors that is not co-mingled with other city funds.
- Together with the City, the Friends of the Library, and the Library Board, the Library Foundation would support the ongoing efforts of the Seaside Library with a focus on long term growth and sustainability.
- The Library Foundation and the Friends of the Library would support each other's efforts in a non-competitive effort to provide both long term (Foundation) and day to day (Friends) support for library projects and programs.
- Library patrons would be able to choose whether to give toward the long term support of the library (The Library Foundation) or toward regular library programming and services (Friends of the Library).
- The Library Foundation would be managed by the Library Foundation Board.



PUBLIC WORKS MEMORANDUM

To: The honorable Mayor Larson and members of the City Council
From: Neal Wallace
Date: May 8, 2014
Re: Block Station – SCADA upgrade Project

The City of Seaside wastewater collections system operates and maintains 25 sewer pump stations around town. The core of this interconnected system is located in the more densely populated and older part of the city. The pump station that makes up this core are the major links in the system, are housed in concrete block structures, and are referred to as "The Block Stations."

There are seven pump stations included in this project located at Avenue G & Holladay, 1st Ave @ Rivertide Suites, 12th & Holladay, South Franklin & Avenue G, Convention Center, 9th & N. Franklin, and the east end of Section Line. The City has had problems with some of these stations over the years because they were built and utilize technology from the mid 1980's. (Do you remember the Commodore 64?) SCADA stands for Supervisory Control and Data Acquisition and it is the system that controls, monitors and alarms the network of pump stations. The block stations will be gutted of all electronics and the project will include everything from the control systems to heating and lights to back-up power. The components of the system have already been purchased and we came before council recently for the approval of \$118,000 worth of generators.

This contract will include all of the demo work, new installation, installation materials, and electrical engineering to coordinate the control system. The bids opened last Thursday at 2:00 pm, after this Memo was provided for the packet. I will provide bid results to you on Monday evening.