

REMINDER: CITY COUNCIL WORKSHOP November 27, 2017, 6:00 PM

**AGENDA SEASIDE CITY COUNCIL MEETING
NOVEMBER 27, 2017 7:00 PM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PROCLAMATION - PEARL HARBOR REMEMBRANCE DAY
6. INTRODUCTION - STUDENT REPRESENTATIVE LAURA OROS
7. COMMENTS – PUBLIC – (please keep speaking time to four minutes)
8. DECLARATION OF POTENTIAL CONFLICT OF INTEREST
9. CONSENT AGENDA
 - a) PAYMENT OF THE BILLS - \$335,331.89
 - b) APPROVAL OF MINUTES - November 13, 2017
10. UNFINISHED BUSINESS:
 - a) VACANCY - PARKS ADVISORY COMMITTEE
11. NEW BUSINESS
 - a) PUBLIC HEARING - ORDINANCE 2017-14 - AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING ORDINANCE 2017-04 REGARDING ANNEXING CERTAIN TERRITORY EAST OF THE CITY, (Property located at 2145 North Wahanna Road)
 - OPEN PUBLIC HEARING
 - CLOSE PUBLIC HEARING
 - COUNCIL COMMENTS
 - MOTION FOR FIRST READING BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - MOTION FOR SECOND READING BY TITLE ONLY – ALL IN FAVOR AND OPPOSED
 - b) PRESENTATION - SEASIDE CIVIC AND CONVENTION CENTER RENOVATION/ADDITION PROJECT, Russ Vandenberg
 - c) BID RESULTS - PROM RAIL AND POLE BID REPAIR PROJECT 2017, Dale McDowell

d) APPOINTMENT - TRANSIENT LODGING TAXING REVIEW COMMITTEE

e) DISCUSSION - CITY COUNCIL MEETING DECEMBER 25, 2017

12. COMMENTS FROM THE CITY STAFF

13. COMMENTS FROM THE COUNCIL

14. 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, On a quiet Sunday morning, December 7, 1941, more than 2,400 Americans were killed in the attack on Pearl Harbor. On that day, life changed in America, and the course of history was altered forever; and

Whereas, our citizens reacted to the attack with firm determination to defeat tyranny and secure our Nation. This enterprise required the commitment and effort of our entire country. At the height of the conflict, the United States had ships on every ocean and troops on five continents. In, all more than 16 million Americans wore the uniform of our Nation and came from all walks of life. They served honorably and fought fiercely. At home, millions more contributed to the war effort, laboring for victory in factories, on farms, and across America; and

Whereas, today we honor those who fought and died at Pearl Harbor, and we pay special tribute to the veterans of World War II. Those heroes hold a cherished place in our history. Through their courage, sacrifice, and selfless dedication, they saved our country and preserved freedom.

NOW, THEREFORE, I, Jay Barber, Mayor of the City of Seaside, in the State of Oregon, do hereby proclaim December 7, 2017, as

PEARL HARBOR REMEMBRANCE DAY

and call upon the citizens of Seaside to observe this solemn occasion with appropriate 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 27th day of November, 2017.



JAY BARBER, MAYOR

- 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; Councilors Randy Frank, Steve Wright, Dana Phillips, Seth Morrissey, and Tom Horning.
- Absent: Council President Montero
- Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney, Dale McDowell, Public Works Director; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; Bruce Holt, Seaside Police Lieutenant; and RJ Marx, Daily Astorian/Seaside Signal.
- AGENDA** Mayor Barber stated he would entertain a motion to approve the agenda.
- Councilor Phillips so moved with a second from Councilor Frank; carried unanimously. (Phillips/Frank)
- INTRODUCTION – STUDENT REP.** Student Representative Laura Oros was not at the City Council meeting.
- COMMENTS – PUBLIC** Tim Mancill, 755 N. Wahanna Road, stated he wanted to talk about the homeless problem in Seaside. Mr. Mancill further stated he lived on Wahanna Road and there was a lot of brush behind his home and for three summers every time it dries out they set up camp. They go through his yard leaving his water running, stole a pair of boots off his front porch, stole his garbage can, and all of that was found in a homeless camp across the street along with thousands of needles and also stolen bikes. Mr. Mancill has had to call the police a dozen times this summer on them and had to set up no trespassing signs and a security camera back there now and that doesn't do anything to discourage them from walking through the yard but just gives him teeth to press charges. Mr. Mancill further stated the problem he was having with this is that the problem is getting worse and this summer was unbearable. The City police say the City Attorney says that the Unlawful Lodging Ordinance was not enforceable the way it was written and they cannot cite the people but can only move them down the road and then they move down three hundred feet and set up again. Mr. Mancill further stated the same people in his back yard were over standing in Safeway and some of them threaten you when you don't give them money and the City needed to do something about this panhandling and he knows the City Council tried and it was tabled. Warrenton was working on doing something about it and were working on it. Portland was buying them bus tickets and sending them down here. Mr. Mancill further stated he did not know where the City needed to go to discourage these people from being here and maybe we need to ban panhandling or fix the unlawful lodging ordinance. The wetlands were now flooded and they would not set up camp again until summer. The City needed to be a leader or take charge and figure out what can be done to get rid of this problem because it was trash in our town. If residents like him have a nice piece of property we can't feel secure and leave things outside and has to make sure the garden hose is not left running.
- Mayor Barber stated Council was well aware of the issues that were raised and every community in Oregon was dealing with the same problems and it doesn't mean we shouldn't be trying to do something.
- 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 - \$1,172,152.49; and Approval of Minutes October 9, 2017.
- Councilor Frank so moved to approve over a million dollars with a second from Councilor Morrissey; carried unanimously. (Frank/Morrissey)
- UNFINISHED BUSINESS:**
- VACANCY – PARKS ADVISORY COMMITTEE** Mayor Barber stated there were two vacancies on the Parks Advisory Committee with Chris Quackenbush and Steve Phillips resigning.

There were no applications received and the vacancy would be left open. Mayor Barber further stated Council would be looking at some of the requirements of all the Boards, Committees, and Commissions.

ORDINANCE 2017-13

AN ORDINANCE OF THE CITY OF THE SEASIDE, OREGON, GRANTING LIGHTSPEED NETWORKS, INC., DBA "LS NETWORKS" AN OREGON CORPORATION, A FRANCHISE TO CONSTRUCT, OPERATE AND MAINTAIN A TELECOMMUNICATIONS NETWORK WITHIN THE CITY OF SEASIDE

Mark Winstanley, City Manager, explained Ordinance 2017-13 was an ordinance granting Lightspeed Networks, Inc., a Franchise to construct, operate and maintain a Telecommunications Network within the City of Seaside. Lightspeed Networks, Inc. had a customer and asked for the franchise so they could operate in the City of Seaside.

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

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

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

Councilor Frank so moved to read by title on Ordinance 2017-13 with a second from Councilor Phillips; carried unanimously. (Frank/Phillips)

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

Mayor Barber asked for a roll call vote:

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

NEW BUSINESS:

PUBLIC HEARING

This was the duly advertised time and place to hold a public hearing regarding A Resolution Adopting and Appropriating Supplemental Budget Increases of Greater than 10% for the 2017-2018 City of Seaside Budget.

RESOLUTION #3904

A RESOLUTION ADOPTING AND APPROPRIATING SUPPLEMENTAL BUDGET INCREASES OF GREATER THAN 10% FOR THE 2017-2018 CITY OF SEASIDE BUDGET.

Mr. Winstanley explained this time of year the audit for the City was completed and he has a copy of the draft audit and that allows the City to go ahead and tweak all the beginning balances so that the budget and beginning balances were all in line with each other. That results in a series of resolutions that need to be approved by council. Mr. Winstanley further stated Resolution #3904 was a public hearing resolution to adopt and appropriate supplemental budgets that increase by more then ten percent. These are very minor changes but the increase that was taking place was greater then ten percent.

Mayor Barber opened the public hearing.

There were no public comments and Mayor Barber closed the public hearing.

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

Mayor Barber stated he would entertain a motion to read by title only.

Councilor Morrissey so moved Council read Resolution #3904 by title only with a second from Councilor Phillips; carried unanimously. (Morrissey/Phillips)

Mayor Barber asked for a motion to adopt.

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

LIQUOR LICENSE

Mayor Barber stated there was a liquor license application received from Culinary Capers, 340 Avenue 'E'. Mayor Barber stated the application was for a Full On-Premises Sales License, and was for a new outlet. Mayor Barber asked if the owner or representative was present and Vivienne Higgs who was the owner, was present for Council questions.

Vivienne Higgs, 340 Avenue 'E', Seaside, stated she was the owner of Culinary Capers which was a Catering Business and the liquor license was for events that she caters. Ms. Higgs further stated she opened the business in March of 2000 and what she has been doing for a liquor license when she caters is to have the police chief sign off on the liquor license for each event. This liquor license allows for a full liquor license for her catering service and even though she did not do a lot of events that served alcohol she needed it for her corporation catering that she does.

Councilor Frank stated the liquor license was for her catering event locations and not the location on Avenue 'E'.

Ms. Higgs stated she did quite a bit of catering for the Hallmark Resort in Cannon Beach and for the Tolovana Inn.

Mayor Barber stated he would entertain a motion for the liquor license.

Councilor Frank so moved to approve the liquor license for Culinary Capers with a second from Councilor Phillips; carried unanimously. (Frank/Phillips)

**RECOGNITION –
LIEUTENANT
BRUCE HOLT**

Mayor Barber stated he made some reference to Lieutenant Holt and he had a question. Is there anything special about this day?

Bruce Holt, Seaside Police Lieutenant, stated thirty-four years ago he started his law enforcement career right here in Seaside, and today was his thirty fourth year of employment with the City of Seaside.

There was applause from the Council and audience.

Mayor Barber stated he understood Lieutenant Holt was the longest serving employee with the City of Seaside.

Lieutenant Holt stated his goal at this point having achieved this mile mark is to outlast Mark Winstanley he has made this a well known thing between them.

Mayor Barber stated it was an honorable goal and the Council appreciated his faithful service and were glad to have him on their team for thirty-four years.

**APPROVAL –
KIWANIS CHRISTMAS
TREE SALES**

Mayor Barber stated the Council had a four year agreement with the Kiwanis previously.

Mr. Winstanley stated it was a five year agreement and that had expired. It was not so much of an agreement as that they were asking the City of Seaside to waive the business license fee since they are a non-profit organization and this is their biggest event. The Seaside Kiwanis Club has requested the City Council approve the annual Christmas tree sales for the next four years and waive the business license fee of \$75.00 for each year. The Christmas tree sales will be located at the Seaside Factory Outlet parking lot. This is the same location as the previous years. Council previously waived the business license for Seaside Kiwanis for five years starting in 2012 and expired last year in 2016.

Memo from Darren Gooch Kiwanis Christmas tree Committee Chair: The Kiwanis Club of Seaside has had a long history with its annual Christmas tree sales at the Seaside Outlets. The annual sale of trees is by far the biggest fundraiser our club has throughout the year and allows us to be able to continue funding youth oriented programs all around Clatsop County. Tree sales begin the Thursday following Thanksgiving and generally finished up within fourteen days. Last year, our club supported the good work of the Miss Clatsop Scholarship Program, the Food 4 Kids Backpack Program, Byron Meek's "The Program" at Seaside Heights Elementary, scholarships for Camp Kiwanilong attendees, and so many more. We are requesting that the Council renew our approval for Christmas tree sales at the Seaside Outlets for another four-year period. We appreciate your consideration and on-going interest in our club's efforts to support the youth of Clatsop County.

Mayor Barber stated he would entertain a motion.

Councilor Phillips so moved Council extend the five year agreement, permit free for the Kiwanis with a second from Councilor Frank; carried unanimously. (Phillips/Frank)

RESOLUTION #3905

A RESOLUTION ADOPTING AND APPROPRIATING A SUPPLEMENTAL BUDGET DECREASE OF LESS THAN 10 PERCENT TO THE 2017-2018 SEASIDE ROAD DISTRICT BUDGET

Mr. Winstanley explained Resolution #3905 was a resolution adopting and appropriating supplemental budget decreases of less than 10 percent to the 2017-2018 Seaside Road District Budget. The beginning balance that the City estimated was too high and that budget was being reduced by the appropriate amount.

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

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

Mayor Barber stated he would entertain a motion to read by title only.

Councilor Frank so moved to read by title only Resolution #3905 with a second from Councilor Phillips; carried unanimously. (Frank/Phillips)

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

RESOLUTION #3906

A RESOLUTION ADOPTING AND APPROPRIATING SUPPLEMENTAL BUDGET INCREASES AND REDUCTIONS OF LESS THAN 10 PERCENT FOR THE 2017-2018 CITY OF SEASIDE BUDGET

Mr. Winstanley explained Resolution #3906 was a resolution adopting and appropriating supplemental budget increases and reductions of less than 10 percent for the 2017-2018 City of Seaside Budget. This resolution is fairly extensive with a number of funds with a lot of detail. The Public Safety budget was being adjusted for the beginning fund balance and was also receiving a \$145,000.00 grant for breathing apparatus for the fire department. The fire department with the dedication for all they do, this summer went and helped with fires in the State of Oregon and the State of California and they were required to reimburse for the cost incurred in going to those fires. That money was also being re-budgeted since the fire department incurred a great deal of cost in helping with those fires and the budget would go up by \$350,000.00.

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

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

Mayor Barber stated he would entertain a motion to read by title only.

Councilor Morrissey so moved Council read Resolution #3906 by title only with a second from Councilor Phillips; carried unanimously. (Morrissey/Phillips)

Mayor Barber asked for a motion to adopt.

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

Mayor Barber stated Council would like to set the first meeting in December for the auditors as he has something else planned for the second November meeting.

**PRESENTATION –
CEDR**

Kevin Leahy, Clatsop Economic Development Resources (CEDR) Executive Director, presented Council with the Clatsop Economic Development Resources (CEDR) Annual update. Goals - Expand, retain, and recruit businesses and industry. Develop existing and new industry clusters. Increase per capita income, diversify the economy, and promote managed economic growth through year-round family jobs. Lead delivery of professional economic development searches by bringing together the efforts of multiple organizations. Be the "connector" of all things business in Clatsop County. What is the Small Business Development Center? The Clatsop Community College Small Business Development Center (SBDC) has offices in both Seaside and Astoria. The Center is part of a state network of SBDC offices throughout Oregon representing a partnership among 17 community colleges, two regional universities, the Oregon Business Development Department and the U.S. Small Business Administration. This network and others like it around the country is the product of a nationwide small business assistance program that started in 1983. From Home Business to Healthcare Center, Small Business Management Program Helps Businesses Grow. When massage therapist Jenn Visser moved her business out of her sun room at home and into a building in Seaside in 2015, she had no idea she'd be creating a wellness community. For help establishing her business, Jenn went to the SBDC and took the Small Business Management program. She enjoyed having the camaraderie of other business owners in the program. The SBDC helped her balance all the aspects of running a business, including social media, payment platforms and finances. "All this stuff is really confusing so it was really great to have direction broken down into easy steps instead of feeling overwhelmed," Jenn said. Clatsop Community College's SBDC Website can be found at bizcenter.org/centers/clatsop-sbdc. CEDR 2016 Annual & 2017 YTD Results - Clatsop Community College Small Business Development Center performance recap: Counseling Clients: 268, Counseling Hours: 1767, Long Term Clients: 83 (5 or more hours of advising). Training Events: 80, Training Attendance: 455, Total Jobs Created & Retained: 199, Capital Formation: \$1,126,114.00, Business Starts: 13, 51% Women Owned: 104, Hispanic: 48. The OSBDCN has launched a new website at bizcenter.org and several of our SBDC clients gave "testimonials" on the services provided.

The new website also highlights the FREE and CONFIDENTIAL services provided by our CCC SBDC and the other SBDC Centers throughout the State. CEDR requests renewal of \$10,000 City of Seaside Contribution. The CEDR Budget was presented. Revenue: City of Seaside \$10,000, Confirmed Revenue: Clatsop County \$70,000. Cities of Astoria \$10,000, Warrenton \$7000, Cannon Beach \$3000, Gearhart \$3000. Port of Astoria \$1,000. Sunset Empire Transportation District \$500, Clatsop Community College #37,404 "Match" and Program Income of \$18,000. Private Sector Sponsorship \$27,150 same as last year. Federal/SBDC funding: SBA, \$33,000. OBDD/Business Oregon \$42,304. Seaside Civic and Convention Center Expansion - CEDR is working with the City of Seaside and NW Oregon Regional Solutions team to strategize opportunities to upgrade hotel properties in Seaside to remain competitive in serving larger meetings and conferences in the future. Clatsop County High School & CCC Student Internship Program - CEDR, in partnership with the Astoria, Jewell, Knappa, Seaside and Warrenton School Districts, Clatsop Community College, the Northwest Regional Education Service District and Hampton Warrenton Mill, are excited to announce a community based internship program for Clatsop County Students. CEDR Highlights 2017 YTD - CEDR Awards Event March 22nd CEDR county-wide business awards event was held at the Seaside Convention Center with over 180 business and community leaders in attendance. Nine awards were given out to businesses from throughout Clatsop County. SAVE the DATE: March 21, 2018, CEDR's 2018 Annual Awards Event! CCC Patriot Hall- Astoria. Small Business Management Program Walt Postlewait, Executive Vice President and Chief Lending Officer for Craft 3, continues to be our program manager for the Clatsop Community College SBDC Small Business Management Program. CEDR and the local Oregon employment department spearheaded the third annual Clatsop County job and Career Fair at the Clatsop County Fairgrounds with: 71 employers participating -Over 700 students attending, including Naselle and Ilwaco HS. -School Districts and Local Employers were very generous! -There was a 2:00 PM-4:00 PM adult job seeker fair added. Save the date for February 21, 2018, Clatsop CC's Patriot Hall. There was a list of all CEDR Members to end the presentation.

RESOLUTION #3907

A RESOLUTION OF THE CITY OF SEASIDE, OREGON, REGARDING CLATSOP ECONOMIC DEVELOPMENT RESOURCES

Mayor Barber stated Resolution #3907 was in response to Mr. Leahy's request.

Mr. Winstanley explained Resolution #3907 was a resolution regarding Clatsop Economic Development Resources (CEDR) who made a request to the Budget Committee in May, 2017, for \$10,000.00 as the part of the City contribution to economic development.

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

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

Mayor Barber stated he would entertain a motion to read by title only.

Councilor Phillips so moved to read Resolution #3907 by title only with a second from Councilor Frank; carried unanimously. (Phillips/Frank)

Mayor Barber stated he would entertain a motion to adopt.

Councilor Phillips so moved to adopt Resolution #3907 with a second from Councilor Frank; carried unanimously. (Phillips/Frank)

RESOLUTION #3908

A RESOLUTION OF THE CITY OF SEASIDE, CLATSOP COUNTY OREGON, AUTHORIZING THE ISSUANCE OF REVENUE BONDS TO CONSTRUCT, REPAIR, EXPAND AND FURNISH THE CITY'S CONVENTION CENTER AND DIRECTING PUBLICATION OF A NOTICE OF INTENT TO ISSUE REVENUE BONDS

Mr. Winstanley explained Resolution #3908 was a resolution of the City of Seaside that authorized the issuance of revenue bonds to construct, repair, expand, and furnish the City's Convention Center. The City Council, Convention Center Commission, and a number of people have been involved in work to do a renovation and refurbish the convention center. This project was estimated to be in the area of \$15,000,000.00 and that will require the City to issue revenue bonds in order to pay for that renovation work to take place. Earlier Council made arrangements for how these bonds would be paid back by increasing the room tax from eight percent to ten percent and then implementing that increase. That is already in place and what this resolution will do is authorize the city to go ahead and move forward with issuing revenue bonds in an amount that will not exceed \$15,000,000.00. This resolution allows for a number of things and gives permission by the Council to move forward with doing this work. The first thing the resolution does is it establishes your intent that you want to go ahead and issue those revenue bonds and that is an important aspect because this basically this signals to the financial market that you would be looking to issue those bonds. It also instructs staff to go ahead and advertise that you will be issuing the bonds and we have to go out and tell the public that the Council was looking at issuing \$15,000,000.00 worth of bonds and if the public had concerns or questions they can refer those to the Council. This resolution also states our intent to be in compliant with all state laws that are required in municipalities in order to issue revenue bonds.

Finally this resolution appoints a bond Counsel which is very important for issuing bonds legally and the law can be very complex when issuing bonds. This resolution states Mersereau Shannon LLP who has been used for many other bond issues and the Council will appoint them to be the bond counsel in connection with the issuance of the revenue bonds. The resolution also appoints a financial advisor and the Council will be appointing SDAO Advisory Services LLC to serve as financial advisory in connection with the issuance of the revenue bonds. The resolution also allows for the Mayor and City Manager to be the signers on all the bond documents and will be responsible for representing at any meetings.

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

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

Mayor Barber stated he would entertain a motion to read by title only.

Councilor Frank so moved Council read Resolution #3908 by title only with a second from Councilor Phillips; carried unanimously. (Frank/Phillips)

Mayor Barber stated he would entertain a motion to adopt.

Councilor Phillips so moved to adopt Resolution #3908 with a second from Councilor Frank; carried unanimously. (Phillips/Frank)

**APPOINTMENT - CITY
RECORDER POSITION**

Mr. Winstanley stated the City Manager by Charter carries many hats and unfortunately actually staff that does the work of the hats he carries doesn't get the recognition that they deserve. One of those hats he wears is the City Recorder and the City Recorder is a position that only the Council can appoint but the reality of how this works is that Kim Jordan does all the work of a City Recorder and his function was to sign the documents where it says City Recorder signature. Mr. Winstanley further stated he would like to change that by asking the City Council to appoint Kim Jordan as the City Recorder and take that away from him and give her those responsibilities and recognize her for the work she already does. Mr. Winstanley further stated he was recommending the City Council appoint Kim Jordan as the City Recorder and from now on not only can she do the work but also she gets the recognition of actually being the City Recorder.

Mayor Barber stated he would entertain a motion to approve.

Councilor Wright so moved to appoint Kim Jordan as the City Recorder with a second from Councilor Morrissey; carried unanimously. (Wright/Morrissey)

**VACANCY -
LIBRARY BOARD**

Mayor Barber stated there was one vacancy on the Library Board with one term expiration from Catriona Penfield who wished to be reappointed. Mayor Barber asked Council what they wished to do.

Councilor Phillips moved to reappoint Catriona Penfield to the Library Board with a second from Councilor Morrissey; carried unanimously. (Phillips/Morrissey)

The term expiration for Catriona Penfield would be December 31, 2021.

**COMMENTS -
CITY STAFF
AND OTHERS**

Russ Vandenberg, Convention Center & Visitors Bureau General Manager, thanked the Council for the approval of the resolution for the bonds as we move forward with the project which was moving along nicely as we move into the design phase and by selling the bonds we will be able to issue a construction contract when the time comes which was anticipated to be around the first of the year. Mr. Vandenberg further stated he planned to be on the next City Council agenda to give Council an update on where we are with the Convention Center Expansion Project. Mr. Vandenberg further stated the website for the Convention Center has been updated and launched on Wednesday, and you can look at it at seasideconvention.com.

Dale McDowell, Public Works Director, stated it was an exciting time of year because we starting to light the city up with Holiday Lights which will be going up. There was a new speed radar sign on Edgewood so you can see how fast you are going.

Councilor Morrissey asked if it has helped slow people down.

Mr. McDowell stated the lanes were narrowed down and they followed all the ODOT rules on slowing people down and the speed signs will be there to see if that will help.

Councilor Frank stated he travels that road a lot and he thinks it has impacted the traffic on the road.

Mayor Barber stated he went out today to watch cars with the new speed signs and every car hit their brakes so it is working.

Lieutenant Holt stated the shooting investigation continues and very active with the Seaside Police Department. The police department has currently lost their communications manager and that position is out and open through City members through this week. Shauna Woods was promoted to detective and would be the third detective in place. There was a lot of growth in the reserve program and those could be viable candidates in the future to hire. The department continues also with the vacant position in the dispatch department.

Mr. Winstanley commended two of the police officers for two calls that had taken place in the City of Seaside. The fire department was called out but the police were on scene first and were working on the person when the fire department arrived.

COMMENTS – COUNCIL Councilor Horning stated he was pleased with the progress of the Convention Center and was looking forward to the holidays coming up.

Councilor Wright welcomed Councilor Frank back and congratulated Lieutenant Holt for thirty-four years, and congratulated Kim getting the recognition she strongly deserves. Councilor Wright further stated he attended a League of Oregon Cities meeting in Lincoln City about lodging tax and learned a few things and met some other small cities along the coast. The next meeting would be in Tillamook to go over the Tillamook Housing Report.

Councilor Morrissey stated he was happy to have Councilor Frank back and thought he would just sail off into the sunset with the van. Councilor Morrissey thanked Lieutenant Holt for thirty-four years of service he had a lot of fond memories as a young trouble maker running into him. Councilor Morrissey further stated he just turned thirty-five years old so thirty-four years of service seemed like a lifetime to him.

Councilor Phillips thanked Lieutenant Holt for thirty-four years of service, because he has given a lot to this community and hats off to you. Councilor Phillips stated this month for the Bob Chisholm Community Center fundraiser Angelina Pizza was doing a fundraiser on behalf the community center and if you order the Bob Pizza the proceeds go to the community center fundraiser. Councilor Phillips further stated hats off to the football and soccer teams at Seaside High School. Councilor Phillips further stated Kim, well deserved.

Councilor Frank stated Lieutenant Holt a special thanks to you for the longevity and for the great job you do, and he knows the staff really looks up to you, and you draw the young people, and it is to our benefit to have you this long. Councilor Frank further stated kudos's to our fire department because they have been all around fighting fires this year and if you have not donated you might consider donating to our fire department.

Mayor Barber stated if you see Chris Quackenbush or Steve Phillips then thank them for serving on the Parks Advisory Committee for so many years and those are the two positions we are looking to fill. The City has a great team, all of our staff the fire, police, public works, and the crew in the office, we are really blessed to have such a competent effective team, and it must have something to do with the City Manager.

Mr. Winstanley stated the Council was going to set a date for a workshop.

Mayor Barber stated he would like to schedule a workshop at 6:00 PM prior to the City Council meeting November 27, 2017; to look at our committee structures and requirements. There was a packet the mayor distributed that had the Boards, Committee's, Commission, Ordinances. Mayor Barber further stated the quote for tonight was by Thomas Jefferson "Honesty is the first chapter in the book of wisdom".

ADJOURNMENT The regular meeting adjourned at 8:10 PM.

Kim Jordan, Secretary

JAY BARBER, MAYOR

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:** **March 31, 2019**
- 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

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

VOL UNTEER DRIVER FOR THE VETERANS PROGRAM
THROUGH THE SUNSET EMPIRE BUS PROGRAM

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

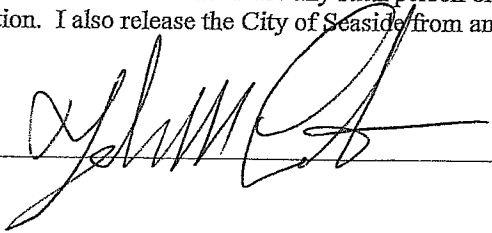
Have you ever been convicted, pled guilty or pled "no contest" to any crime, offense, or major traffic violation? Yes () No (x) If yes, what offense?

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

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>
MICHAEL HINTON	1015 S. IRVINE PL.	738-5748	3/31/2018
NANCY HOLMES**	1520 COOPER ST.	717-1614	3/31/2018
VACANCY			3/31/2019
VACANCY			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
TOM HORNING	808 26TH AVENUE	738-5770	horning@pacifier.com
DALE MCDOWELL	1387 AVENUE 'U'	738-5112	dmcdowell@cityofseaside.us

ORDINANCE NO. 2017-14

AN ORDINANCE OF THE CITY OF SEASIDE, OREGON, AMENDING ORDINANCE NO. 2017-04 REGARDING ANNEXING CERTAIN TERRITORY EAST OF THE CITY (Property located at 2145 North Wahanna Road)

WHEREAS, there has been submitted to the City of Seaside, a written proposal for annexation to the City by the owner's consent, who also owns all of the land in the contiguous territory, described below which real property therein represents all of the assessed value of all real property in the contiguous territory to be annexed:

WHEREAS, the Oregon Department of Revenue has informed the City of Seaside: No description was supplied with the submission. Provide document recording instrument #201507850, describing the annexation area. All information contained in legal description needs to be on the map, match exactly, and be readable. The Assessor's map needs to be highlighted or outlined showing annexation boundary.

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

SECTION 1. ANNEXATION AREA:

ALL THE PROPERTY DESCRIBED IN THE LEGAL DESCRIPTION FOR PROPERTY, CLATSOP COUNTY DEED RECORDS, UNDER RECORDING INSTRUMENT # 201507850 LOCATED EAST OF NORTH WAHANNA ROAD.

A parcel of land which lies South of the North line of Lot B of STANLEY ACRES (recorded June 2, 1909 in Book 5 of Plats, page 1) and North of an East-West fence, all of which lies in the Northeast and Northwest one-quarter sections of Section 15, Township 6 North, Range 10 West, Willamette Meridian and is described as follows:

Beginning at the Northeast corner of Lot B of Stanley Acres as recorded in Town Plat 5 page I, Clatsop County, Oregon; thence

South 4° 30' 00" West 186.01 feet along the East line of said Lot B to a point which is North 90° 00' 00" East 229.14 feet of a 5/8 inch diameter rebar with yellow plastic cap marked "Hanforth & Larson Inc", under an East-West fence line; thence along said fence line Easterly projection thereof

North 90° 00' 00" West 229.14 feet to a 5/8 inch diameter rebar with yellow plastic cap marked "Hanforth & Larson, Inc" under said East-West fence line; thence continuing along said fence line

North 90° 00' 00" West 71.33 feet to a 5/8 inch diameter rebar with a yellow plastic cap marked "Hanforth & Larson, Inc" under an angle point in said fence line; thence continuing along said fence line

South 86° 47' 09" West 487.08 feet to a 5/8 inch iron rebar with a yellow plastic cap marked "Hanforth & Larson Inc" on the East right of way line of Road 195; thence

South 86° 47' 09" West 30.13 feet to a 5/8 inch rebar with a yellow plastic cap marked "Hanforth & Larson Inc" on the West right of way line of Road 195, and on the East end of a wire fence line; thence along said wire fence

South 88° 54' 00" West 62.00 feet to a 5/8 inch diameter rebar with a yellow plastic cap marked "Hanforth & Larson Inc"; thence along the Westerly extension of said wire fence

South 88° 54' 00" West 50 feet, more or less, to the centerline of Neawanna Creek; thence Northeasterly along Neawanna Creek 220 feet, more or less, to the North line of Lot B; thence along the North line of Lot B

North 90° 00' 00" East 880 feet, more or less, to the point of beginning.

Less that portion of the above parcel which lies within the 30 foot wide right of way of County Road No. 195.

Note: This legal description was created prior to January 1, 2008

SECTION 2. ZONE – The upland portion of the subject property is zone High Density Residential (R-3) and the wetland area is zoned Freshwater Wetland (A-3) in accordance with the zones established under the City of Seaside Comprehensive Plan & The Zoning Ordinance of Seaside, Oregon.

SECTION 3. RECORD – The City Auditor shall submit to the Secretary of the State of Oregon: (1) A copy of this Ordinance, and (2) a copy of the Statement of Consent of the landowner in the territory annexed. The City Auditor shall also send a description by metes and bounds or legal subdivisions of the new boundaries of the City of Seaside within ten (10) days of the effective date of annexation to the Clatsop County Assessor, the Clatsop County Clerk, and the Clatsop County Planning Department.

SECTION 4. FIRE PROTECTION – The subject property is hereby withdrawn from the Seaside Rural Fire Protection District and included in the City of Seaside for fire protection purposes.

SECTION 5. ROAD DISTRICT - The subject property is hereby withdrawn from the Clatsop County Road District No. 1 and included in the City of Seaside Road District.

SECTION 6. POLICE PROTECTION – The subject property is hereby withdrawn from the Clatsop County Law Enforcement District and included in the City of Seaside for police protection purposes.

SECTION 7. WATER PROVISION – The subject property is hereby withdrawn from the Stanley Acres Water District and included in the City of Seaside for the purpose of providing water.

SECTION 8. FINDINGS – The City Council makes the following findings pertinent to the annexation:

- A. The City of Seaside has an acknowledged Comprehensive Plan.
- B. The subject property is within the City’s adopted Urban Growth Boundary.
- C. The properties are contiguous to the City Limits.
- D. There is unanimous consent of the property owners.

SECTION 9. EFFECTIVE DATE – The effective date of this Ordinance is 10, day of January, 2017, in accordance with ORS 222.040 and 222.180.

ADOPTED by the City Council of the City of Seaside on this ____ day of _____, 2017, by the following roll call vote:

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

SUBMITTED to and **APPROVED** by the Mayor on this ____ day of _____, 2017.

JAY BARBER, MAYOR

ATTEST:

Mark J. Winstanley, City Manager

APPLICATION FOR ANNEXATION

CITY OF SEASIDE
989 BROADWAY
SEASIDE OREGON 97138
(503) 738-5511

1. Applicant(s) (Please Print)

James Folk
Sierra Partners IV, LLC.

2. Applicant's mailing address:

Street P.O. Box 2165
City Gresham OR
State OR Zip 97138

3. Telephone Numbers:

Home 503-956-1670
Work 503-956-1670

4. Legal description of property requested to be annexed (as a minimum attach a Tax Map):

61015AB00201

5. In the event this proposed annexation is approved, are you aware of the zoning on the subject property? Please briefly explain:

yes

Signature of Applicant

James Folk

State of OREGON; County of CLATSOP Signed or

attested before me on April 25, 2017 (date)

by JAMES E. FOLK (name(s) of person(s))

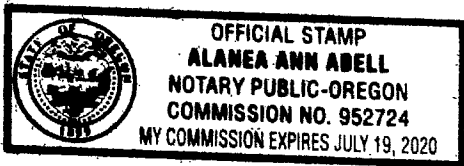
Notary Public for Oregon

Title

Alana Ayell

Personal Banker

My commission expires: July 19, 2020



NOTE: PROCESS WILL TAKE FROM 60 TO 120 DAYS

T6N R10W SEC 15AB WM
CLATSOP COUNTY

Scale 1" = 100'

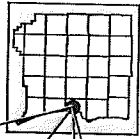


Canceled Account:

- 101
- 102
- 103
- 202
- 300B1A1



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37

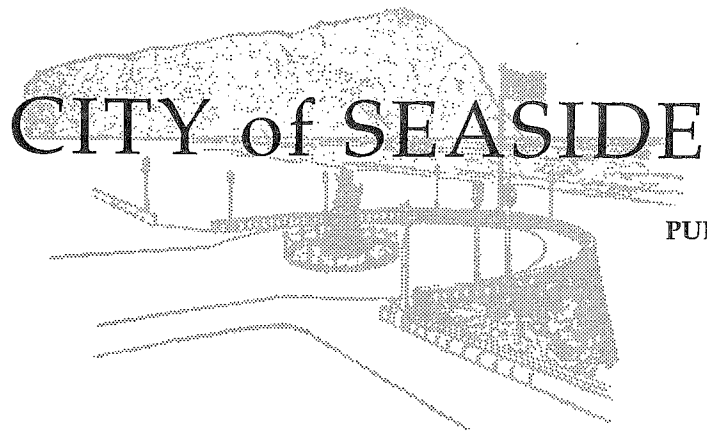


November 01, 2017

6.10.15AB



This map was prepared for assistance. It does not constitute a warranty. The user is responsible for verifying the accuracy of the information shown on this map. The user is responsible for obtaining all necessary permits and approvals from the appropriate authorities.



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

PUBLIC WORKS DEPARTMENT
LOCATION: 1387 AVE U
MAIL: 989 BROADWAY
SEASIDE, OREGON 97138
(503) 738-5112

Recommendation to City Council

Date: November 13, 2017

From: Dale McDowell – Public Works

To: The Honorable Mayor and City Council

RE: Prom Rail and Prom Light Pole rehabilitation Re-Bid Results

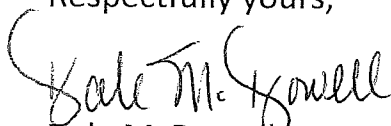
Dear Honorable Mayor and City Council Members,

The City of Seaside received four (4) bids for the above mentioned project.

The Bid Results are as follows:	Realm Inc.	\$257,701.00
	PRC Excavation & Concrete	\$265,395.00
	Jeff Carter Construction	\$292,355.00
	James Fletcher Construction	\$347,967.30

Upon review of each Bidder's proposal, it is my recommendation that the City of Seaside award Realm Inc. the bid for the Prom Rail and Light Pole Rehabilitation Project in the amount of \$257,701.00.

Respectfully yours,


Dale McDowell
Public Works Director

TRANSIENT LODGING TAX REVIEW COMMITTEE

A Transient Lodgings Tax Review Committee is hereby authorized to be composed of an attorney, who may be a city employee, an operator, as herein defined, and three lay members. The Committee shall select from its members a Chairperson, who shall serve at its pleasure. Three members of the Committee shall constitute a quorum. The Committee shall keep a record of its transactions. The Committee shall be deemed to be in the office of the Tax Administrator, and shall meet and keep its files in his office. The members of the Committee shall not, at any time, receive any compensation as such members or acting members for their services on the Committee. The Committee shall be appointed by the City Council as needed.

The Committee shall have power, and it shall be its duty:

To hear and determine appeals of orders or decisions of the Tax Administrator made upon petitions for redetermination of tax. To approve, modify or disapprove all forms, rules and regulations prescribed by the Tax Administrator in the administration and enforcement of this subchapter; and such forms, rules and regulations adopted or promulgated after November 1, 1973, shall be subject to and become effective only on such approval. To hear and determine, in such manner as shall be just, any protest, which may be made by any person who may be interested, to any form, rule or regulation approved or prescribed by the Committee. To make such investigations as it deems advisable regarding the imposition and administration of the transient lodgings tax, and report its findings to the City Council; to act in an advisory capacity to the legislative body on matters pertaining to the transient lodgings tax and enforcement problems, and to recommend to the Council the adoption, amendment or repeal of legislation pertaining thereto.

Appeals:

Any person aggrieved by any decision of the Tax Administrator may appeal to the Transient Lodgings Tax Review Committee by filing notice of appeal with the Tax Administrator within 20 days of the serving or mailing of the notice of a decision given by the Tax Administrator. The Tax Administrator shall fix a time and place for hearing such appeal, as prescribed by the Transient Lodgings Tax Review Committee in its rules and regulations, and shall give the appellant 20 days' written notice of the time and place of hearing.

COMMITTEE/COMMISSION APPOINTMENT

1. **Date Council Notified:** November 27, 2017

Name:

Commission/Committee: Transient Lodging Tax Review Committee

Resignation Date: N/A

Term Expiration Date: December 31, 2021 - All

Wants to be considered again:

2. **Applicants:**
Dan Van Thiel
Shawn Wagner
Bill Carpenter
Keith Chandler
Rebecca Buck

3. **Nominations:**

4. **Appointment:**



CITY of SEASIDE

OREGON'S
FAMOUS
ALL-YEAR
RESORT

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

TRANSIENT LODGING TAX REVIEW COMMITTEE

Term of Office: 4 years

Number of Members: 5

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
DAN VANTHIEL	PO BOX 805 BAKER CITY	440-0915	12/31/2021
SHAWN WAGNER	PO BOX 1037 CANNON BEACH	436-2480	12/31/2021
BILL CARPENTER	PO BOX 797	738-5410	12/31/2021
KEITH CHANDLER	200 N. PROM	440-4040	12/31/2021
REBECCA BUCK	PO BOX 1152	738-3045	12/31/2021