



**CITY OF SEASIDE BUDGET COMMITTEE**  
**Renewal Agency Budget and Improvement Commission Agenda**  
**City Hall, 989 Broadway, Seaside, OR 97138**  
**Wednesday, May 1<sup>st</sup>, 2024**

---

**URBAN RENEWAL AGENCY BUDGET COMMITTEE MEETING: 6:00 PM**

A public meeting of the Budget Committee of the Seaside Urban Renewal Agency, Clatsop County, State of Oregon, to discuss the Budget for the fiscal year July 1, 2024 to June 30, 2025, will be held at Seaside City Hall, 989 Broadway.

1. Call to Order
2. Election of Chair and Secretary
3. Approval of Minutes from June 12, 2023 Budget Committee Meeting
4. Budget Message from Zach Fleck, Finance Director
5. Open Public Comments
6. Discussion of Seaside Urban Renewal Budget
7. Motion For The Budget Committee To Recommend to The Improvement Commission The Fiscal Year 2025 Budget For The Seaside Urban Renewal Agency In The Amount Of \$3,788,222
8. Motion For The Budget Committee To Request That The Southeast Seaside Urban Renewal District Select "Part 4: Other Reduced Rate Plans" And Request For "100% From Division Of Tax." Ref.Ors457.445(1)
9. Adjourn The Seaside Urban Renewal Agency Budget Committee

---

**IMPROVEMENT COMMISSION MEETING: 6:15 PM**

1. Call To Order
2. Pledge Of Allegiance
3. Approval Of Minutes – November 1, 2023 Regular Meeting

4. Public Hearing – Resolution IC #132 – A Resolution Adopting And Appropriating The 2024-2025 Seaside Urban Renewal Agency Budget
  - Open Public Hearing
  - Close Public Hearing
  - Commission Comments
  - Motion to Read by Title Only – All in Favor and Opposed
  - Motion to Adopt – All in Favor and Opposed
  
5. Resolution IC #133 – A Resolution Adjusting The 2023-2024 Southeast Seaside Construction Resources Fund To Account For Expenditures Associated With Grant Revenue
  - Open Public Hearing
  - Close Public Hearing
  - Commission Comments
  - Motion to Read by Title Only – All in Favor and Opposed
  - Motion to Adopt – All in Favor and Opposed
  
6. Adjourn The Seaside Improvement Commission



# CITY OF SEASIDE BUDGET COMMITTEE

## Draft MEETING MINUTES

City Hall, 989 Broadway, Seaside, OR 97138

Monday, June 12, 2023

1. Budget Committee Meeting 5:00PM
2. [Call to Order](#)
3. Roll Call

Budget Committee Members	P/A	
Steve Wright, Mayor	P	
David Posalski	P	
Tita Montero	P	
Seth Morrisey	P	
Steve Dillard	P	
Randy Frank	P	
Tom Horning	P	
Joseph Gonzales	A	
Bruce Rath	P	
Kathleen MacDonald	P	<b>Staff Members</b>
Sadie Mercer	P	Spencer Kyle, City Manager
Mike Bates	A	Jon Rahl, Assistant City Manager
Noble Hutchinson	P	Zach Fleck, Finance Director
Christine Binnicker	P	
Kathleen Peterson	P	
James Shipley	P	
Rebecca Buck	P	
Nancy McCune	A	
Robert Perkel	P	
Steve Phillips	A	
David Lehigh	A	
Donald Smack	A	
John Carter	A	
Don Johnson	A	
Michael Brackenbrough	P	

4. Amend agenda to nominate Chair and Secretary (Montero/Frank)
5. Nominate Sadie Mercer to be Chair (Posalski/Frank)
6. Nominate Kathleen Peterson to be Secretary (Montero/Morrisey)
7. [Discussion of Seaside Urban Renewal Budget](#)
8. [Vote to Recommend Budget to Seaside Improvement Commission](#)
  - a. Yays – 16
  - b. Nays – 1 (Montero)

9. Vote to Recommend that the Southeast Seaside Urban Renewal District Select “Part 4: Other Reduced Rate Plans” and request for “100% From Division of Tax” Ref.Ors457.445(1) (Posalski/Perkel)
  - a. Yays – 17
  - b. Nays – 0
10. Adjourn at 5:28PM

Approved by Budget on: \_\_\_\_\_

Minutes prepared by: \_\_\_\_\_  
Zach Fleck, Finance Director

\_\_\_\_\_  
Kathleen Peterson, Secretary



# CITY OF SEASIDE IMPROVEMENT COMMISSION

## Draft MEETING MINUTES

City Hall, 989 Broadway, Seaside, OR 97138

Wednesday, November 1, 2023

1. Improvement Commission Meeting 6:00 PM
2. [Call to Order 6:01 PM and Pledge of Allegiance](#)
3. Attendance

Budget Committee Members	P/A
Steve Wright, Mayor	P
David Posalski	P
Tita Montero	P
Seth Morrissey	P
Steve Dillard	P
Randy Frank	P
Tom Horning	P
Joseph Gonzales	A
Bruce Rath	P
Kathleen MacDonald	P
Sadie Mercer	P
Mike Bates	A
Noble Hutchinson	P

Staff Members
Spencer Kyle, City Manager
Jon Rahl, Assistant City Manager
Zach Fleck, Finance Director
Kim Jordan, City Recorder

4. [Vacancy Urban Renewal Budget Committee](#)  
City Recorder updated the Commission regarding the vacancies on the Urban Renewal Committee.
5. [Approval Minutes from Improvement Commission Meeting on June 12, 2023.](#)  
Motion to approve the minutes June 12, 2023; carried unanimously. (Morrissey/Wright)
6. [Reports and Presentations: COHO Creek Culvert Replacement Project.](#)  
Public Works Director Dimmick updated the Commission on the COHO Creek Culvert Replacement Project.

Finance Director Fleck presented the financial breakdown of the project.

7. [Payment of Bills as amended by staff: \\$976,213.16](#) (Posalski/Wright) Opposed - Rath  
City Manager Kyle explained staff would send out an amendment to the financials including the specifics of where the culvert was paid out of.

Move that we approve the payment of the bills of the COHO Creek Culvert replacement project with whatever adjustments are needed by City management to protect the city on the damage done; carried with Rath opposed (Posalski/Wright).

8. [Adjourn at 6:23 PM](#)

Approved by Budget on: \_\_\_\_\_

Minutes prepared by: \_\_\_\_\_  
Kim Jordan, City Recorder

\_\_\_\_\_  
Kathleen Peterson, Secretary

\_\_\_\_\_  
Zach Fleck, Finance Director

**RESOLUTION - IC # 132**

**A RESOLUTION ADOPTING AND APPROPRIATING THE 2024-2025 SEASIDE URBAN RENEWAL AGENCY BUDGET**

**NOW, THEREFORE, BE IT RESOLVED** that the Seaside Improvement Commission for the Seaside Urban Renewal Agency, as the duly designated Urban Renewal Agency of the City of Seaside, hereby adopts the budget for the Greater Seaside Urban Renewal District, and the Southeast Seaside Urban Renewal District, for fiscal year 2024 - 2025, in the sum of \$3,788,222 now on file at Seaside City Hall; and

**BE IT FURTHER RESOLVED** that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated as follows:

**Southeast Seaside Debt Service**

Interfund Transfers	\$ 900,000	
Total Appropriations	\$ 900,000	
Unappropriated Ending Fund Balance		\$1,023,519
Total Southeast Seaside Debt Service		\$ 1,923,519

**Southeast Seaside Construction**

Materials and Services	\$ 33,300	
Total Appropriations	\$ 33,300	
Unappropriated Ending Fund Balance		\$1,751,759
Total Southeast Seaside Construction Services		\$ 1,785,059

**Greater Seaside Debt Service**

Total Appropriations	\$ -	
Unappropriated Ending Fund Balance		\$ 244
Total Greater Seaside Debt Service		\$ 244

**Greater Seaside Construction**

Total Appropriations	\$ -	
Unappropriated Ending Fund Balance		\$ 79,400
Total Greater Seaside Debt Service		\$ 79,400
Total 2022-2023 Appropriations	<u>\$ 933,300</u>	
Total Unappropriated Ending Fund Balance		<u>\$ 2,854,922</u>
Total 2022-2023 Adopted Budget		<u>\$ 3,788,222</u>

**BE IT FURTHER RESOLVED** that the Seaside Improvement Commission of the Seaside Urban Renewal Agency, hereby resolves to certify to the Clatsop County Assessor for the Southeast Seaside Urban Renewal District the selection of "Part 4: Other Reduced Rate Plans" and a request for "100% from Division of Tax." Ref.orS457.445 (1)

**PASSED** by the Seaside Improvement Commission on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**SUBMITTED** to the Chair and **APPROVED** by the Chair on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**Sadie Mercer, Chair**

**ATTEST:**

\_\_\_\_\_  
**Spencer Kyle, Administrative Officer**

Resolution IC #133

A RESOLUTION OF THE CITY OF SEASIDE URBAN RENEWAL AGENCY, ADJUSTING THE 2023-2024  
SOUTHEAST SEASIDE CONSTRUCTION FUND

NOW, THEREFORE, BE IT RESOLVED that the Improvement Commission of the City of Seaside Urban  
Renewal Agency hereby adjusts the 2023-2024 Southeast Seaside Construction budget as follows:

<b>Southeast Seaside Construction Resources</b>			
<b>Category</b>	<b>Present</b>	<b>Changes</b>	<b>New</b>
Materials and Services	\$ 33,000	\$ -	\$ 33,000
Capital	\$ 600,000	\$ 408,866	\$ 1,008,866
<b>Total Appropriations</b>	<b>\$ 633,000</b>	<b>\$ 408,866</b>	<b>\$ 1,041,866</b>
Ending Fund Balance	\$ 847,123	\$ 875,515	\$ 28,392

To account for grants received and expended in FY24

**PASSED** by the Improvement Commission of the City of Seaside Urban Renewal Agency on this \_\_\_\_ day  
of \_\_\_\_\_, 2024.

**SUBMITTED** to the Chair and **APPROVED** by the Chair on this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Sadie Mercer, Chair

**ATTEST:**

\_\_\_\_\_  
Spencer Kyle, City Manager