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# AGENDA

## ASTORIA CITY COUNCIL WORK SESSION & REGULAR SESSION

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Monday, February 2, 2015  
2<sup>nd</sup> Floor Council Chambers  
1095 Duane Street \* Astoria OR 97103

### **6:00 P.M. WORK SESSION**

1. CALL TO ORDER
2. ROLL CALL
3. CONTINUATION OF DISCUSSION REGARDING CITY COUNCIL RULES
4. ADJOURNMENT TO REGULAR SESSION

### **7:00 P.M. REGULAR SESSION**

5. REPORTS OF COUNCILORS
6. CHANGES TO AGENDA
7. PROCLAMATIONS
  - (a) Tongue Point Job Corps Center Week
8. PRESENTATIONS
  - (a) Police Officer Kenny Hansen 25 Year Service Pin
  - (b) Enterprise Zone
9. CONSENT CALENDAR

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the City Council requests to have any item considered separately. Members of the Community may have an item removed if they contact the City Manager by 5:00 p.m. the day of the meeting.

  - (a) City Council Minutes of 1/5/15
  - (b) Boards and Commissions Minutes
    - (1) Parks Board Meeting of 12/10/14
    - (2) Planning Commission Meeting of 12/17/14
  - (c) Second Amendment to Land Lease Agreement with Verizon Wireless (Police)
  - (d) Authorization to Issue Request for Proposals (RFP) for Special Inspection and Materials Testing Services for the Astoria Senior Center Renovation Project (Community Development)
10. REGULAR AGENDA ITEMS
  - (a) Authorization to Purchase Generator (Public Works)
  - (b) Public Hearing and Ordinance Amending Astoria City Code Sections 8.825 through 8.885 Pertaining to Merchant Policemen, Watchmen, and Guards (1<sup>st</sup> reading) (Police)
  - (c) Request to Adjust Combined Sewer Overflow (CSO) Project Timeline (Public Works)

11. **NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)**

12. **EXECUTIVE SESSION**

(a) ORS 192.660(2)(d) – Labor Negotiation Consultations

**THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING JULIE YUILL, CITY MANAGER'S OFFICE, 503-325-5824.**



January 29, 2015

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF JANUARY 20, 2015

**6:00 P.M. – WORK SESSION**

**Item 3: Continuation of Discussion regarding City Council Rules**

The Council will continue their discussion to develop City Council Rules.

**7:00 P.M. – REGULAR MEETING**

**PROCLAMATIONS**

**Item 7(a): Tongue Point Job Corps Center Week**

The Mayor will declare the week of February 2-9, 2015 as Tongue Point Job Corps Center Week.

**PRESENTATIONS**

**Item 8(a): Police Officer Kenny Hansen 25 Year Service Pin**

Police Officer Kenny Hansen will be presented with his 25 year service pin.

**Item 8(b): Enterprise Zone**

Alejandro Bancke from Clatsop County and Kevin Leahy of Clatsop Economic Development Resources (CEDR) will make a presentation on efforts to possibly create an Enterprise Zone which would include portions of the City.

**CONSENT CALENDAR**

**Item 9(a): City Council Minutes**

The minutes of the City Council meeting of January 5, 2015 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 9(b): Boards and Commissions Minutes**

The minutes of the (1) Parks Board meeting of December 10, 2014, and (2) Planning Commission meeting of December 17, 2014 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

**Item 9(c): Second Amendment to Land Lease Agreement with Verizon Wireless (Police)**

City Staff, along with the Friends of the Astoria Column, have been working with Verizon Wireless to relocate the communication facility that is located on Coxcomb Hill. Verizon Wireless (formerly GTE Wireless) entered into a five year lease with three additional five year extensions. The final extension on that lease expired August 31, 2012. Prior to its expiration in August 2012, Council entered into an extension of the existing lease that extended the lease to August 31, 2015. In 2012 prior to the lease extension negotiations the cost to Verizon Wireless was \$1,208 per month. Staff negotiated an increase to \$1,705 per month with a 3% annual cost escalator. It is not expected that the work of relocating the tower from Coxcomb Hill will be accomplished by August 31, 2015. It is anticipated that it will be accomplished by August 31, 2016. Verizon Wireless has prepared a one year lease extension that continues the 3% annual increase for a lease of \$1,912.27 per month terminating on August 31, 2016. The City Attorney has approved the lease as to form. It is recommended that Council approve the lease and authorize the Mayor to sign the lease extension.

**Item 9(d): Authorization to Issue Request for Proposals (RFP) for Special Inspection and Materials Testing Services for the Astoria Senior Center Renovation Project (Community Development)**

In April of 2013, the City of Astoria received a \$1.5 million Community Development Block Grant (CDBG) to renovate the Astoria Senior Center. The Senior Center Board of Directors and its patrons have committed an additional \$95,000 in funding to augment the overall project budget. On January 5, 2015 Council formally authorized staff and its consultants to seek competitive bids for the renovation of the Astoria Senior Center. On January 15, 2015 Invitation to Bids were issued for the renovation of the Astoria Senior Center, bids are due on February 26, 2015.

As part of the renovation of the Astoria Senior Center Project, the City is required to provide third party special inspection and materials testing services as defined within the project construction documents and as an Oregon Structural Specialty Code requirement. Staff will publicly solicit proposals from consultants for these services. Proposals will be qualification based as a means of selection. This method of selection is consistent with past City of Astoria solicitations for these types of services and current State statutes. Staff will review the proposals and present their recommendation to Council for the execution of a contract for these services at the March 16, 2015 City Council meeting. It is recommended that the

City Council authorize staff to solicit proposals for the Special Inspection and Materials Testing Services for the Astoria Senior Center Renovation Project.

## **REGULAR AGENDA ITEMS**

### **Item 10(a): Authorization to Purchase Generator (Public Works)**

The domestic water that supplies Astoria citizens originates at the slow sand filter in the City's watershed above Svensen. There are several water sources that supply the sand filter with water by gravity. During the drier part of the year, additional water needs to be pumped from Main Lake to supplement the flow from the creeks. Two three-phase pumps are used to produce the volume of water needed to the filters from Main Lake. In order to produce the required three phase power for the pumps, a roto-phase converter is utilized and a three phase diesel generator is used to power the second pump. In 1996, a used three phase Cummins diesel generator was purchased to power these pumps. This generator has over 6,000 hours of run time, and is in need of major repairs that are not cost effective.

At the November 5, 2014 City Council meeting, Council authorized joining the Houston-Galveston Area Council (HGAC) in order to facilitate the purchase of a pumper truck for the Astoria Fire Department. Cummins Power Generation Inc., is a contract vendor to the HGAC. Staff has researched various replacement options and determined it would be advantageous to purchase a new three phase Cummins diesel generator. Funds have been budgeted in the Public Works Improvement Fund for this purchase. It is recommended that the City Council authorize the purchase of one new 80 KW three phase Cummins diesel generator through HGAC for \$22,711.80.

### **Item 10(b): Public Hearing and Ordinance Amending Astoria City Code Sections 8.825 through 8.885 Pertaining to Merchant Policemen, Watchmen, and Guards (1<sup>st</sup> reading) (Police)**

The Police Department proposes changes to the Astoria City Code regulating Security Guards. The State was given regulatory authority over security guards many years ago creating a much more robust regulation of Security Guards. The current Code is a duplication that refers to sections of the Code which have been previously repealed. This amendment would bring the City Code into alignment with State law. An ordinance implementing the amendments is included for Council's review. It is recommended that Council hold the public hearing and conduct the first reading of this proposed ordinance.

### **Item 10(c): Request to Adjust Combined Sewer Overflow (CSO) Project Timeline (Public Works)**

In November 2010, an Amended Stipulation and Final Order (ASFO) was signed by the City of Astoria and the Department of Environmental Quality (DEQ)

establishing deadlines and criteria for the Combined Sewer Overflow (CSO) Program. The ASFO requires the City to work to eliminate all CSO discharges from specific discharge points, except during storm events that exceed the stated criteria in the agreement. As stipulated in the ASFO, the City is required to control outfalls by a certain date according to the following schedule:

	Phase	ASFO Completion Deadline	Number of Outfalls Controlled
✓	1	Dec 1, 2006	9 outfalls
✓	2	Dec 1, 2007	9 outfalls
✓	3	Dec 1, 2013	6 outfalls
	4	Dec 1, 2016	11 outfalls
	5	Dec 1, 2022	3 outfalls
		TOTAL	38 outfalls

Phases 1 through 3 are complete and have controlled 24 outfalls. The upcoming 16<sup>th</sup> Street CSO Separation Project will control 5 outfalls as part of Phase 4. The remaining 9 outfalls that need to be controlled are the most challenging due to infrastructure configurations and lack of monitoring data. It has become clear that meeting current ASFO timelines is not feasible. Staff met with DEQ and discussed adjusting the timeline. DEQ staff was supportive and has asked that a formal request be submitted. An administrative amendment will then be executed by DEQ for the new timeline.

Staff recommends extending the final deadline for the remaining 9 outfalls from December 1, 2022 to December 1, 2028. This timeline will allow monitoring to occur between projects to evaluate system response and collect data for developing the best and most cost effective solutions for future projects. Extending the deadline for final completion will also allow the City to repay several of the initial project loans, which will reduce the peak CSO Surcharge rate.

Staff has prepared a formal request which has been reviewed by the City's environmental attorney. If approved by DEQ, the final ASFO amendment will be presented to Council for final authorization at a future meeting. It is recommended that City Council authorize staff to formally request an administrative amendment to the Amended Stipulation and Final Order from DEQ to adjust the CSO Program completion timeline.

## **EXECUTIVE SESSION**

### **Item 12(a): ORS 192.660(2)(d) – Labor Negotiation Consultations**

The City Council will recess to executive session to consult with members of its labor contract negotiating team and may want to reconvene to take action.