



# AGENDA

## ASTORIA CITY COUNCIL

May 18, 2015

7:00 p.m.

2<sup>nd</sup> Floor Council Chambers  
1095 Duane Street • Astoria OR 97103

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS (NON-AGENDA)

4. CHANGES TO AGENDA

5. 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 4/20/15
- (b) City Council Work Session Minutes of 4/20/15
- (c) Boards and Commissions Minutes
  - (1) Design Review Committee Meeting of 3/5/15
  - (2) Historic Landmarks Commission Meeting of 3/31/15
  - (3) Library Board Meeting of 3/24/15

6. REGULAR AGENDA ITEMS

- (a) Liquor License Application from MNC Enterprises Inc., dba Triangle Tavern, Located at 222 W. Marine Drive, Astoria for a Greater Privilege for a Full On-Premises Sales Commercial Establishment License (Finance)
- (b) Authorization to Solicit Bids – Astoria Aquatic Center 2015 Capital Improvements (Parks)
- (c) Reimbursement of Expenses – Friends of Astoria Column (Police)
- (d) Approval of Personal Services Contract Amendment – Converge Communications (Police)
- (e) Ordinance Establishing an Assessment Fee that shall be known as the Police Officer Training Fee (1<sup>st</sup> reading) (Police)
- (f) Resolution Amending Fee Schedule for Maritime Memorial Park (Parks)
- (g) Ordinance Amending Astoria City Code Section 1.964 Relating to Local Government Public Contracting Regulations (1<sup>st</sup> reading) (Public Works)
- (h) Consideration of Draft City Council Goals for Fiscal Year 2015-2016

7. NEW BUSINESS AND MISCELLANEOUS

8. REPORTS OF COUNCILORS

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.



May 13, 2015

MEMORANDUM

TO: MAYOR AND CITY COUNCIL  
FROM: BRETT ESTES, CITY MANAGER  
SUBJECT: ASTORIA CITY COUNCIL MEETING OF MAY 18, 2015

**CONSENT CALENDAR**

**Item 5(a): City Council Minutes**

The minutes of the City Council meeting of April 20, 2015 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 5(b): City Council Work Session Minutes**

The minutes of the City Council Work Session of April 20, 2015 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 5(c): Boards and Commissions Minutes**

The minutes of the (1) Design Review Committee meeting of March 5, 2015, (2) Historic Landmarks Commission meeting of March 31, 2015, and (3) Library Board meeting of March 24, 2015 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

**REGULAR AGENDA ITEMS**

**Item 6(a): Liquor License Application from MNC Enterprises Inc., dba Triangle Tavern, Located at 222 W. Marine Drive, Astoria for a Greater Privilege for a Full On-Premises Sales Commercial Establishment License (Finance)**

A Liquor License Application has been filed by Nadine Cearly, MNC Enterprises Inc., doing business as Triangle Tavern, located at 222 W. Marine Drive, Astoria. The application is for a Greater Privilege for a Full On-Premises Sales Commercial Establishment License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

**Item 6(b): Authorization to Solicit Bids – Astoria Aquatic Center 2015 Capital Improvements (Parks)**

It is proposed that needed Capital Improvement projects take place at the Astoria Aquatic Center during the facility's annual maintenance closure in the first two weeks of September. Improvements include plaster replacement, HVAC updates, shower plumbing and fixture replacement, and energy efficient lighting fixture replacement. Due to the limited timeframe for these projects to be completed, staff is requesting authorization to solicit bids in an attempt to secure contractors to perform the work during the facility's scheduled two week closure. The work is estimated to cost \$250,000. It is recommended that Council authorize the solicitation of bids for the 2015 Aquatic Center Capital Improvement projects.

**Item 6(c): Reimbursement of Expenses – Friends of Astoria Column (Police)**

The Friends of the Column have been working with City staff and Verizon to relocate the communications tower from Coxcomb Hill to a City-owned site northeast of Reservoir 3. This work has been to the advantage of the City and to date the Friends have incurred \$69,657 in expenses. At the December 15, 2014 Council meeting, the City Council discussed this matter and appeared to have consensus toward considering reimbursement of the Friends. It is recommended that Council approve the appropriation of \$69,657 from the Capital Improvement Fund and authorize the reimbursement to the Friends.

**Item 6(d): Approval of Personal Services Contract Amendment – Converge Communications (Police)**

City staff has contracted with Converge Communications to negotiate the lease between the City and Verizon Communications. This work is in process and related to the relocation of the Coxcomb Hill communications tower. There is additional work to be done ensuring that the project moves from its current status to construction. Converge Communications, who has been working on behalf of the Friends, is uniquely suited to continue this work. It is recommended that Council approve expansion of the Scope of Work and that Converge be authorized to expend up to \$20,000 in this Fiscal Year.

**Item 6(e): Ordinance Establishing an Assessment that shall be known as the Police Officer Training Fee (1<sup>st</sup> reading) (Police)**

The Police Department wishes to establish funding for enhancing their training activities. The training budget for Police employees has been largely unchanged for 10 years. While resources have not increased, costs to train have. The Department proposes imposing an assessment on traffic citations that would fund additional Police training. Persons who are found not to have committed the offense will have no fee imposed. Estimated revenue from this fee is \$20,000 annually. These dollars would be earmarked for equipment related to training, training costs, and contractually obligated tuition reimbursement. It is recommended that Council conduct the first reading of this ordinance.

**Item 6(f): Resolution Amending Fee Schedule for Maritime Memorial Park (Parks)**

The Maritime Memorial Park was designed to commemorate the people who were intimately involved with maritime activities during their lives. Engraved individual Memorial Wall spaces are approximately 4" x 12" and include the name of the deceased person, year of birth and death, and a maritime related inscription that pertains to the deceased. An additional option for the memorial space is to include a maritime related graphic closely associated with the deceased. For example, a gillnet boat if the deceased was a gillnetter. On April 21, 2015 the City of Astoria's Maritime Memorial Committee unanimously voted to approve a proposed fee increase for memorial engravings on the Maritime Memorial Wall. This fee increase will close the gap between fees charged for services and the cost of services. It is proposed that the fees be increased \$150 for engraving and \$50 for a customized graphic or artwork effective June 1, 2015. The fee amounts are shown below:

	<u>Current</u>	<u>Effective 6/1/15</u>
Engraving	\$350	\$500
Customized Graphic/Artwork	\$100	\$150

It is recommended that Council authorize this fee schedule amendment in order to offset costs at the Maritime Memorial Park.

**Item 6(g): Ordinance Amending Astoria City Code Section 1.964 Relating to Local Government Public Contracting Regulations (1<sup>st</sup> reading) (Public Works)**

The Public Works Department is requesting that the City Council consider adopting an ordinance that would modify the spending authority of the City Manager for adjustments to the contract amount of public works Improvement projects. The proposed ordinance amends Astoria City Code Section 1.964 "Public Contracts – Authority of Purchasing Manager" which authorizes the purchasing manager (City Manager) to execute contract change orders in accordance with the project contract documents so long as the total project cost does not exceed the total funding for the project in the approved construction budget. It is recommended that Council conduct the first reading of this ordinance.

**Item 6(h): Consideration of Draft City Council Goals for Fiscal Year 2015-2016**

The City Council held a work session on January 23, 2015 to set goals for Fiscal Year 2015-2016. From that work session a list of Council goals was drafted. The draft goals were discussed at the Council meeting of February 17, 2015 and were posted on the City website. In addition an article reviewing the goals was published in the January 26, 2015 edition of *The Daily Astorian*. After the April 20, 2015 City Council Work Session regarding the Library, a revised draft of the goals was posted on the City's website. This was done in advance of the May 4, 2015 Council meeting, and to date, no comments or suggestions for modifications or additions to the goals have been received from the public. It would be in order for the Council to consider adopting the draft list as the official City Council goals for Fiscal Year 2015-2016.