



AGENDA

ASTORIA CITY COUNCIL

January 5, 2015

7:00 p.m.

2nd Floor Council Chambers

1095 Duane Street • Astoria OR 97103

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **OATHS OF OFFICE**

- (a) Mayor Arline LaMear
- (b) Councilor Zetty Nemlowill, Ward 1
- (c) Councilor Cindy Price, Ward 3
- (d) Police Chief Brad Johnston
- (e) Sergeant Chris McNeary

4. **REPORTS OF COUNCILORS**

5. **CHANGES TO AGENDA**

6. **PRESENTATIONS**

- (a) Ford Family Foundation Teen Center Project (Parks)

7. **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) Boards and Commissions Minutes
 - (1) Library Board Meeting of 12/2/14
- (b) Resolution Designating Signators for the City of Astoria (Finance)

8. **REGULAR AGENDA ITEMS**

- (a) Liquor License Application from Clemente's Seafood LLC., Gordon and Lisa Clement, Located at 175 14th Street, Astoria for a Change of Location for a Full On-Premises Sales Commercial Establishment License (Finance)
- (b) Estate of Ruth Jensen – Contribution to Furnishing the Children's Room of the Renovated/Updated Astoria Library and Resolution Creating the Library Renovation Fund (Library)
- (c) Authorization to Bid Astoria Senior Center Renovation Project (City Manager)
- (d) Request from W. Louis and Mary Ann Larson to Trim Trees on City Property (Public Works)
- (e) Authorization to Award Contract for Installation of Roofing on Shively Hall (Parks)
- (f) Ordinance Readopting Certain State Statutes to Reflect Changes Made by the 2014 Oregon Legislature (1st reading) (City Attorney/City Manager)

9. **NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)**
- (a) Election of City Council President
 - (b) City Council FY 2015-16 Goal Setting Session

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.



CITY OF ASTORIA
Founded 1811 • Incorporated 1856

December 31, 2014

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF JANUARY 5, 2015

OATHS OF OFFICE

Item 3(a) Mayor Arline LaMear

The Oath of Office will be administered to Mayor Arline LaMear who was elected to a four year term.

Item 3(b) Ward 1 Councilor Zetty Nemlowill

The Oath of Office will be administered to Councilor Zetty Nemlowill who was elected to a four year term for Ward 1.

Item 3(c) Ward 3 Councilor Cindy Price

The Oath of Office will be administered to Councilor Cindy Price who was elected to a four year term for Ward 3.

Item 3(d) Chief of Police Brad Johnston

The Oath of Office will be administered to new Chief of Police Brad Johnston.

Item 3(e) Sergeant Chris McNeary

The Oath of Office will be administered to new Police Department Sergeant Chris McNeary.

PRESENTATIONS

Item 6(a): Ford Family Foundation Teen Center Project (Parks)

The Ford Family Foundation's Lower Columbia River Cohort 3 has received a grant to update the Teen Center located within the Astoria Recreation Center. The

project budget is \$12,000 and has consisted of redesigning and purchasing equipment as well as constructing a half-court basketball court on the premises that will provide local youth a safe and supervised location to gather and socialize within our community.

CONSENT CALENDAR

Item 7(a): Boards and Commissions Minutes

The minutes of the Library Board meeting of December 2, 2014 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 7(b): Resolution Designating Signators for the City of Astoria (Finance)

The persons authorized by the City Council to sign checks and other bank withdrawal instruments on behalf of the City are designated by resolution. The attached resolution removes former Mayor Willis L. Van Dusen as an authorized signer for bank transactions and adds current Mayor Arline LaMear. It is recommended that the City Council consider this resolution for adoption.

REGULAR AGENDA ITEMS

Item 8(a): Liquor License Application from Clemente's Seafood LLC., Gordon and Lisa Clement, Located at 175 14th Street, Astoria for a Change of Location for a Full On-Premises Sales Commercial Establishment License (Finance)

A liquor license application has been filed by Clemente's Seafood LLC doing business as Clemente's Café located at 175 14th Street, Astoria. The application is a Change of Location for an existing Full On-Premises Sales Commercial Establishment License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 8(b): Estate of Ruth Jensen – Contribution to Furnishing the Children's Room of the Renovated/Updated Astoria Library and Resolution Creating the Library Renovation Fund (Library)

On January 6, 2014, the Astoria City Council and the Astoria Library Advisory Board held a joint work session after which Council voted to accept The Astoria Library Renovation Report, Part One. In December of 2014, the Astoria Library received a check from the Estate of Ruth Jensen in the amount of \$7,400. Her daughters, Laurie Turner and Susan McClure, asked that these funds be the first funds to be earmarked for furnishing the children's area in the renovated library and provide a seed for other donations. City Attorney Henningsgaard has recommended that a dedicated renovation fund is needed for this and future donations for the renovation of the library. A resolution is attached that establishes the Library Renovation Fund. It is recommended that Council adopt the attached

resolution to establish the Library Renovation Fund and accept the donation of \$7,400 for furnishing the children's area in the renovated library as the first deposit to the fund.

Item 8(c): Authorization to Bid Astoria Senior Center Renovation Project (City Manager)

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. A decision to delay the bidding process was made by the City Council in June 2014. This was done to take full advantage of seeking bids based a preferable bid climate during the winter months rather than at the height of the construction in the summer months. The anticipated outcome is to receive more competitive (lower) bid outcomes.

City staff and the project consultants have essentially completed all the bid documents for the Astoria Senior Center Renovation Project. The bid solicitation documents will be issued, pending authorization by the City Council, in early January with bids due in the latter part of February. Following review of the solicited project bids, the Council will be asked to provide approval to enter into a contract with the selected qualified low bid general contractor. It is anticipated that a contract for construction will be brought to City Council for consideration in March. Construction is anticipated to begin in March with substantial completion scheduled for late August 2015. It is recommended that the City Council authorize staff to solicit bids for the Astoria Senior Center Renovation Project.

Item 8(d): Request from W. Louis and Mary Ann Larson to Trim Trees on City Property (Public Works)

W. Louis and Mary Ann Larson, residing at 2907 Irving Avenue, have submitted an application to trim trees on City property. The City owned property is to the north of the Larson's property and includes Tax Lot 18300; Map 80909CA. Mr. Larson has obtained all signatures of adjoining property owners. The trees to be trimmed are primarily Big Leaf Maples and appear to have been trimmed in the past. This lot is within a hundred feet of a known slide zone. In May of 2011, an adjacent property owner had a geological evaluation of the City owned lot adjacent to this one for tree trimming. Staff confirmed with Horning Geosciences, that the 2011 report would also be applicable to the current proposal. Staff is requiring that no trees be removed or root systems damaged therefore preserving tree root strength. The applicant has had a certified arborist review the proposed activity. Based on the reports provided, and from a technical standpoint, staff does not see any reason why the tree trimming should not be allowed. Based on the analyses provided by the professional consultants representing the applicant, and staff's visit to the site, it is recommended that the request to trim trees on City property be approved.

Item 8(e): Authorization to Award Contract for Installation of Roofing on Shively Hall (Parks)

Shively Hall is in need of a new roof. The roof is currently in disrepair and leaking, causing damage to the ceiling panels and promoting mold growth throughout the building. Staff has solicited three quotes for the removal of the existing roofing and the installation of new 30 year roofing. It is recommended that the City Council award a contract to the lowest bidder, Weather Guard Inc., in the amount of \$9,230 for the removal of existing roofing and installation of new 30 year roofing on Shively Hall. There are sufficient funds in Capital Improvement Fund to cover the purchase.

Item 8(f): Ordinance Readopting Certain State Statutes to Reflect Changes Made by the 2014 Oregon Legislature (1st reading) (City Attorney/City Manager)

Enclosed is an ordinance implementing "global" readoption of various Oregon Revised Statutes that appear throughout the Astoria City Code. It is recommended that Council conduct the first reading of this ordinance.

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

Item 9(a): Election of City Council President

The City Council will elect a President to serve for the 2015 calendar year.

Item 9(b): City Council FY 2015-16 Goal Setting Session

A date of January 23, 2015 has been established for the Fiscal Year 2015-16 goal setting session. If the Council desires, the City Council Chambers would be available for that session.