



# **AGENDA**

## **ASTORIA CITY COUNCIL WORK SESSION**

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**July 18, 2016**

**\*\*\*6:00 p.m.\*\*\***

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

- 1. CALL TO ORDER**
  
- 2. ROLL CALL**
  
- 3. AFFORDABLE HOUSING STRATEGY – PROGRESS REPORT (COMMUNITY DEVELOPMENT)**
  
- 4. ADJOURNMENT**

**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.**



# AGENDA

## ASTORIA CITY COUNCIL

July 18, 2016

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. **REPORTS OF COUNCILORS**

4. **CHANGES TO AGENDA**

5. **PROCLAMATIONS**

- (a) 90<sup>th</sup> Anniversary and Rededication of the Doughboy Monument

6. **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 6/20/16  
(b) Boards and Commission Minutes:  
(1) Library Board Meeting of 5/24/16  
(c) 2016-2017 Ready to Read Grant Application (Library)  
(d) Promote Astoria Funds – Agreement for Professional Services with Astoria-Warrenton Chamber of Commerce (Finance)  
(e) Promote Astoria Funds – Agreement for Professional Services with Astoria Downtown Historic District (ADHDA) (Finance)  
(f) Authorization to Light the Astoria Column a Pink Hue for the Month of October in Recognition of Breast Cancer Awareness Month (Parks)

7. **REGULAR AGENDA ITEMS**

All agenda items are open for public comment following deliberation by the City Council. Rather than asking for public comment after each agenda item, the Mayor asks that audience members raise their hands if they want to speak to the item and they will be recognized. In order to respect everyone's time, comments will be limited to 3 minutes.

- (a) Ordinance Adopting Astoria Comprehensive Plan Amendment A16-03 to include the Parks and Recreation Comprehensive Master Plan (2<sup>nd</sup> reading & adoption) (Parks)  
(b) Trestle and Track Inspection Maintenance – Contract Amendment #2 (Public Works)  
(c) Liquor License Application from Joshua Allison, dba Reach Break Brewing, Located at 1343 Duane Street for a New Outlet for a Brewery Public House License (Finance)  
(d) Liquor License Application from Charles Holboke, dba Charlie's Chop House, Located at 1313 Marine Drive for a New Outlet for a Full On-Premises Commercial Establishment License (Finance)

**7. REGULAR AGENDA ITEMS *(CONTINUED)***

- (e) Resolution Supporting the City of Astoria's "Coast Guard City" Recertification Application (City Council)

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

**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

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July 14, 2016

## MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL WORK SESSION AND REGULAR MEETING OF  
JULY 18, 2016

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

#### **Item 3: Affordable Housing Strategy – Progress Report (Community Development)**

The City Council held a special work session on September 14 to discuss the Affordable Housing Study that was completed by the Community Development Department in support of the City Council's goal setting for FY 14-15/15-16. At the work session, staff presented background information, a Draft Problem Statement, case studies, and a range of short term and long term solutions to create more housing opportunities in Astoria. The City Council directed staff to study the options in more detail and bring potential solutions back for review as part of an overall housing strategy. On November 2, staff presented an affordable housing strategy based on comments received at the work session. Over the last six months, staff has implemented various aspects of the strategy.

It is recommended that Council review and consider endorsement of the Affordable Housing Strategy. It is also requested that Council provide feedback on the Code amendments. If there are portions of the Code which Council has concerns, direction as to inclusion or removal should be provided prior to the Planning Commission hearing being rescheduled.

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

### **PROCLAMATIONS**

**Item 5(a): 90<sup>th</sup> Anniversary of the Doughboy Monument**

The Mayor will proclaim July 21, 2016 as the 90<sup>th</sup> Anniversary of the Doughboy Monument.

### **CONSENT CALENDAR**

**Item 6(a): City Council Minutes**

The minutes of the City Council meeting of June 20, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 6(b): Boards and Commission Minutes**

The minutes of the (1) Library Board meeting of May 24, 2016 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

**Item 6(c): 2016-2017 Ready to Read Grant Application (Library)**

The Ready to Read Grant Program, administered by the Oregon State Library, is used to fund early literacy services for young children 0-6 years old and/or the statewide summer reading program for youth 0-14 years old. Grant applications must be date-stamped by August 31, 2016 to be eligible and libraries have one calendar year to spend grant funds. In this grant application, the Astoria Public Library will partner with the Lower Columbia Hispanic Council, Astoria Cleaners, Bayshore Apartments Management, and Emerald Heights Management to provide books and materials about Early Literacy to parents with children aged birth through six. This 2016-2017 Ready to Read Grant would replenish the books and informational materials in outreach libraries and allow for the addition of one to two more such libraries in the community. \$1,257 is being requested in Ready to Read grant funding. It is recommended that Council authorize submittal of the Ready to Read grant application in the amount of \$1,257.

**Item 6(d): Promote Astoria Funds – Agreement for Professional Services with Astoria-Warrenton Chamber of Commerce (Finance)**

City Code Section 8.045.18 requires organizations receiving funds from the Promote Astoria Fund to enter into a contract with the City. An Agreement for Professional Services for Visitor Center and Lower Columbia Tourism Committee Services is attached for Council consideration. It is recommended that Council approve the execution of the Agreement for Professional Services with the

Astoria-Warrenton Area Chamber of Commerce and commence payments for services provided for in this Agreement.

**Item 6(e): Promote Astoria Funds – Agreement for Professional Services with Astoria Downtown Historic District (ADHDA) (Finance)**

City Code Section 8.045.18 requires organizations receiving funds from the Promote Astoria Fund to enter into a contract with the City. An Agreement for Professional Services with the ADHDA is attached for Council consideration. It is recommended that Council approve execution of the Agreement for Professional Services with the Astoria Downtown Development Association in order to make the first payment as provided for in this Agreement.

**Item 6(f): Authorization to Light the Astoria Column a Pink Hue for the Month of October in Recognition of Breast Cancer Awareness Month (Parks)**

On February 18, 2014 the Astoria City Council gave direction to the Parks and Recreation Department to limit the use of colored lighting effects at the Astoria Column to twice a year when specifically authorized by the City Council. In partnership with Columbia Memorial Hospital and the Friends of the Astoria Column, the Parks and Recreation Department is requiring permission to change the lighting color on the Astoria Column for the 4<sup>th</sup> year to a pink hue for the month of October 2016 in recognition of Breast Cancer Awareness Month. This will be the second and final lighting of the Column for this calendar year. It is recommended that Council consider authorizing the change in lighting at the Astoria Column to a pink hue for the month of October 2016 in recognition of Breast Cancer Awareness Month.

**REGULAR AGENDA ITEMS**

**Item 7(a): Ordinance Adopting Astoria Comprehensive Plan Amendment A16-03 to include the Parks and Recreation Comprehensive Master Plan (2<sup>nd</sup> reading & adoption) (Parks)**

This proposed ordinance received its first reading at the July 5, 2016 Council meeting. The ordinance amends Comprehensive Plan Section CP.028.J pertaining to Background Plans and Studies and Comprehensive Plan Section CP.275.25 pertaining to Parks, Recreation, and Open Space Element. It is recommended that Council conduct a second reading and adopt the ordinance.

**Item 7(b) Trestle and Track Inspection Maintenance – Contract Amendment #2 (Public Works)**

The City of Astoria has approximately 4.7 miles of railroad track and 8 timber trestles formerly owned and operated by Burlington Northern Railroad from the Port of Astoria to Tongue Point. The Astoria Riverfront Trolley currently operates on approximately 3 miles of this track, and over 4 of the trestles. Due to the age of the railroad infrastructure, required maintenance has increasing rapidly.

Trestles are inspected yearly to ensure safety. Last fiscal year Council authorized a comprehensive inspection contract with OBEC to provide information necessary to maintain proper Trolley operation and plan future funding allocation. OBEC has recently provided a report with the following recommendations:

<b>Table 1 – Trolley Infrastructure Maintenance Summary**</b>		
<b>Location</b>	<b>Immediate Maintenance Needs</b>	<b>Annual Maintenance Needs</b>
Trestles West of 39 <sup>th</sup> Street (Active Trolley & River Trail)	\$276,000	\$233,000
Trestles East of 39 <sup>th</sup> Street (River Trail & occasional service equipment)	\$293,000	\$243,000
Track Maintenance West of 39 <sup>th</sup> Street	\$0	\$43,500
Totals =	\$569,000	\$519,500

\*\*Costs shown in this table are based on information presented in Table 1 of the Special Inspection Report "Maintenance Needs and Associated Costs" and include contingency and design/construction engineering.

There are three options to consider when looking at balancing usability of the River Trail and Trolley with cost effective repairs.

1. No repairs are made. City continues funding minor repairs and inspection. This option is not recommended due to the negative effects on trolley operation and impacts to the infrastructure.
2. All immediate repairs be completed with plans to complete annual repairs. This option is not recommended due to cost.
3. A hybrid approach focusing available funding on maintaining structures and track west of 39<sup>th</sup> Street (active rail) and providing minimal repairs and frequent inspection to ensure safe operations. This is the recommended approach.

The hybrid approach would be completed prior to Trolley operations in 2017 at an estimated cost of \$319,500. Funding for immediate repairs is available in the Capital Improvement Fund; however, a more sustainable method of funding the on-going maintenance should be explored.

If Council wishes to pursue a hybrid repair approach, approval for a contingency task in OBEC's contract is needed for Trestle CAD Drawings. The estimated cost for this work is \$17,778 and is available in the Promote Astoria Fund.

<b>Table 2 – Contract and Contingency Task Summary</b>	
<b>Task</b>	<b>Cost</b>
Original Special Inspection Contract	\$37,067
Contingency Task 1 – 6 <sup>th</sup> & 14 <sup>th</sup> Street Park Inspection	\$9,963
Contingency Task 2 – Trestle CAD Drawings	\$17,778
Total =	\$64,808

It is recommended that City Council consider proceeding with a hybrid repair approach for the Trolley/River Trail trestles. It is also recommended that City Council authorize Contract Amendment #2 in the amount of \$17,778.

**Item 7(c): Liquor License Application from Joshua Allison, dba Reach Break Brewing, Located at 1343 Duane Street for a New Outlet for a Brewery Public House License (Finance)**

A liquor license application has been filed by Joshua Allison doing business as Reach Break Brewing, located at 1343 Duane Street, Astoria. The application is for a New Outlet for a Brewery Public House License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

**Item 7(d): Liquor License Application from Charles Holboke, dba Charlie's Chop House, Located at 1313 Marine Drive for a New Outlet for a Full On-Premises Sales Commercial Establishment License (Finance)**

A liquor license application has been filed by Charles Holboke, doing business as Charlie's Chop House, located at 1313 Marine Drive for a New Outlet 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 7(e): Resolution Supporting the City of Astoria's "Coast Guard City" Recertification Application (City Council)**

The City of Astoria was originally designated as a Coast Guard City on May 1, 2011. In order to retain this designation, every five years the City is required to submit an application for recertification as a Coast Guard City. The application will be reviewed by the Coast Guard City Board in September 2016 and, if approved, the City's status will be renewed for another five year term. Jerry Ostermiller assembled the original application and is again assisting the City with this recertification process. It is recommended that Council adopt the resolution supporting the recertification application in order to retain its Coast Guard City status.