
AGENDA

ASTORIA CITY COUNCIL MEETING

May 5, 2014

7:00p.m.

2nd 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/PRESENTATIONS
 - (a) Emergency Medical Services Week
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 Special Meeting Minutes of 4/4/14
 - (b) City Council Minutes of 4/7/14
 - (c) City Council Minutes of 4/21/14
 - (d) Intergovernmental Agreement with State of Oregon for Building Division (Community Development)
7. REGULAR AGENDA ITEMS
 - (a) Continuation of Public Hearing Regarding Vacation of a Portion of West Niagara Avenue Adjacent to United States Coast Guard Housing (Public Works)
 - (b) Public Hearing Regarding Sale of City Property Located in the 4800 Block of Birch – Olvey (Public Works)
 - (c) Mainline Improvement Harvest 2014 (Public Works)
 - (d) Resolution Establishing Rules, Regulations, Rate Changes and Conditions for Solid Waste Collection Services / Recology Rate Review (Finance)
 - (e) Authorization to Relocate the Astoria Recreation Center (Parks)
 - (f) Authorization for Grant Application to Support Wayfinding Signage Installation Along the Riverwalk (Parks)
 - (g) Authorization for Grant Application to Support Parks and Recreation Master Plan (Parks)
 - (h) Approval of Contract for 15th and Duane Street Manhole Installation (Public Works)
 - (i) Authorization to Bid for Franklin Avenue Sewer Replacement Project (Public Works)
 - (j) Consideration of Draft City Council Goals for Fiscal Year 2014-2015
8. NEW BUSINESS& MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)

<p>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.</p>



May 1, 2014

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER PRO TEM
SUBJECT: ASTORIA CITY COUNCIL MEETING OF MAY 5, 2014

PROCLAMATIONS/PRESENTATIONS

Item 5(a): Emergency Medical Services Week

The Mayor will proclaim May 18-24, 2014 as Emergency Medical Services Week.

CONSENT CALENDAR

Item 6(a): City Council Special Meeting Minutes of 4/4/14

The minutes of the Special City Council meeting of April 4, 2014 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(b): City Council Minutes of 4/7/14

The minutes of the City Council meeting of April 7, 2014 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(c): City Council Minutes of 4/21/14

The minutes of the City Council meeting of April 21, 2014 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(d): Intergovernmental Agreement with State of Oregon for Building Division (Community Development)

The City of Astoria currently administers a building inspection program which issues permits for construction within the city limits. Oregon Revised Statutes

and other State laws include provisions as to how municipal programs are to be structured. The Oregon Building Codes Division conducts routine reviews of municipal programs and recently the City of Astoria successfully went through that process. Now that the review is complete, a Memorandum of Agreement between the State and City is required to continue the program for the next four years. The attached Memorandum of Agreement (MOA) sets forth the roles and responsibilities of the City of Astoria operating a municipal building inspection program as referenced in ORS Chapter 455 for the State of Oregon. This agreement would become effective July 1, 2014 and will remain in effect for four years unless the City abandons or ceases to administer the Building Inspection Program. The agreement has been reviewed as to form by City Attorney Henningsgaard. It is recommended that the City Council approve the agreement and authorize the Mayor and Building Official to sign and submit the agreement to the State of Oregon.

REGULAR AGENDA ITEMS

Item 7(a): Continuation of Public Hearing Regarding Vacation of a Portion of West Niagara Avenue Adjacent to United States Coast Guard Housing (Public Works)

The City has received a request from the United States Coast Guard (USCG) for the vacation of the north 30 feet of the West Niagara Avenue right-of-way adjacent to Lots 1 to 10, Block 12, West Slope and the south 30' of the West Niagara Avenue right-of-way adjacent to Lots 1 to 11, Block 13, West Slope. The USCG plans to expand their housing development with a road and new housing extending north from Klaskanine Avenue. At their April 21, 2014 meeting Council adopted a resolution to set a public hearing for said vacation on May 5, 2014. Public hearing notices were inadvertently not mailed within the required notice period; therefore, staff is requesting that the public hearing be continued to the May 19, 2014 meeting. It is recommended that the Astoria City Council continue the public hearing concerning the vacation of a portion of the West Niagara Avenue right-of-way originally scheduled for May 5, 2014 to the May 19, 2014 meeting.

Item 7(b): Public Hearing Regarding Sale of City Property Located in the 4800 Block of Birch – Olvey (Public Works)

Area Properties listed the vacant City lot in the 4800 block of Birch, Map 8-9-10AB Tax Lot 2600, Lot 6, Block 17, Alderbrook, for \$19,000. The lot is undeveloped and the northwest portion of the lot is in a flood hazard area. It is zoned R-2 Medium Density Residential. Leroy Olvey, the adjacent property owner to the west, originally made an offer of \$8,000 in October, 2013. Staff countered with the price of \$12,000, which has been accepted by Mr. Olvey. This price is consistent with the price of the 50' by 100' lot across 49th Street that was purchased by Mr. and Mrs. Cahill. The Public Works Director signed the counter offer on February 19, 2014. It should be noted that the Astoria Police Department has contacted Mr. Olvey between 2005 and 2009 concerning

possible violations of the City's nuisance ordinance. At their April 7, 2014 meeting, the City Council acted to schedule a public hearing on the proposed sale for the May 5, 2014 Council meeting. It is recommended that Council conduct the public hearing, after which, the City Council approve or deny the sale of said property.

Item 7(c): Mainline Improvement Harvest 2014 (Public Works)

On October 7, 2013 the City Council awarded a contract to have an inventory of forest resources conducted in order to update the watershed forest management plan. A copy of the inventory is attached to this memorandum. Consistent with the management plan, a harvest is proposed to remove select mature timber within the watershed. The removal of the selected trees will allow for the planting of seedlings to create a diversity of tree species and age classes as identified in the management plan, and to sustainably generate revenue for the Capital Improvement Fund. The improvement project includes the placing of crushed rock and culverts on the Watershed Mainline. The net revenue after road improvement and reforestation costs is estimated to be \$200,000.00. The budget for the improvement projects is not to exceed \$36,000.00. Revenues generated from this project would be deposited in the Capital Improvement Fund. It is recommended that Council approve the solicitation of bids for the Mainline Improvement Harvest.

Item 7(d): Resolution Establishing Rules, Regulations, Rate Changes and Conditions for Solid Waste Collection Services / Recology Rate Review (Finance)

The City's Franchise Agreement with Recology requires them to render financial statements and a rate review of the Solid Waste Collection Franchise and Clatsop Transfer & Disposal Station no later than April 30th each year. The purpose of the annual rate review is to determine whether Recology's rate of return on their collection operations and solid waste disposal falls within the limits set by the Franchise Agreement with the City. Based on the data included with this agenda item as provided by Fred Stemmler, Recology Western Oregon General Manager, it is proposed to keep collection rates the same for the coming year; however, there are certain items within the rate schedule that are being adjusted to reflect increased cost with vendors for handling of medical waste and certain industrial items. A resolution implementing these adjustments is attached for Council's consideration. In addition, there are no rate increases proposed for Transfer Station charges. Representatives of Recology will be available at the meeting to respond to Council's questions. It is recommended that Council approve the proposed resolution with the rate changes as indicated.

Item 7(e): Authorization to Relocate the Astoria Recreation Center (Parks)

The Parks and Recreation Department offers a variety of programs at the Astoria Recreation Center (ARC). This includes a teen center, after school

program, school aged summer day camp, adult lounge, adult fitness classes, special events, gymnastics classes, Tae Kwon Do, and many others. In August 2011, the Parks and Recreation Department began leasing space in the Star of the Sea Building from St. Mary's Catholic Parish to house the Astoria Recreation Center. This lease will expire on August 1, 2014 providing an opportunity for the ARC to relocate to the Astoria Yacht Club in an effort to enhance services and reduce expenditures. The Star of the Sea Facility has been a wonderful home for the ARC; however, due to the Facility's limitations and costs, staff and Parks Advisory Board is recommending relocating to the Astoria Yacht Club. The Astoria Yacht Club is a City owned facility, thus the Parks and Recreation Department will no longer be required to make lease payments and additional savings will be gained in utility and janitorial costs. In addition, the improvements made to the facility will benefit the City of Astoria residents long into the future. Based on the financial savings, program improvements, enhanced services, and recommendation from the Parks Advisory Board, it is recommended that the City Council authorize relocating the Astoria Recreation Center from the Star of the Sea Facility to the Astoria Yacht Club.

Item 7(f): Authorization for Grant Application to Support Wayfinding Signage Installation Along the Riverwalk (Parks)

The Parks and Recreation Department has been exploring ways to implement wayfinding signage along the Riverwalk. Staff has consulted with GreenWorks, a Portland based Landscape Architecture and Environmental Design Company, to lead the City through a public process of schematic design and deliver a Wayfinding Concept Plan focused on the downtown area. Public involvement for the downtown wayfinding project will be coordinated with the help of the Astoria Downtown Historic District Association, the Astoria Warrenton Chamber of Commerce, the Riverfront Trolley Operators, and the Cruise Ship Hosts. To assist in funding the implementation of the Wayfinding Concept Plan, the Parks and Recreation Department is requesting authorization to apply for a Travel Oregon Matching Grant. These grants make awards available to eligible applicants for projects that contribute to the development and improvement of local communities throughout the State. It is suggested the Promote Astoria Fund provide an additional 100% match, in the amount of \$20,000. It is recommended that Council approve the application for the Travel Oregon Matching grant in the amount of \$20,000 to support funding Wayfinding Signage along the Riverwalk.

Item 7(g): Authorization for Grant Application to Support Parks and Recreation Master Plan (Parks)

The Parks and Recreation Department is looking to complete a system-wide Parks and Recreation Master Plan to provide guidance and policy direction for Astoria's Parks, Aquatic Center, Recreation Center, and Recreational Programs. The Oregon Parks and Recreation Department Local Government Grant Program hosts a system-wide Park and Recreation Planning Grant to assist

cities in identifying system needs, available resources, and required capital project investments to accomplish short and long-term park, recreation, and open space objectives of the community. If successful, the Parks and Recreation Department would receive \$40,000 to assist in funding a system-wide Park and Recreation Master Plan. It is suggested that the Parks and Recreation fund provide an additional 40% match, in the amount of \$16,000. It is recommended that Council authorize submittal of a grant application for the Oregon Parks and Recreation Department Local Government Grant Program in the amount of \$40,000 to support funding a system-wide Parks and Recreation Master Plan.

Item 7(h): Approval of Contract for 15th and Duane Street Manhole Installation (Public Works)

The upcoming 16th Street Combined Sewer Overflow (CSO) Separation project consists of installing approximately 8,100 feet of new stormwater pipe within the existing roadway infrastructure in established City right-of-way. Public Works staff have been preparing for this project by identifying potential issues that the contractor may encounter which would require extra work outside of the immediate construction area. There is a sewer lateral located near the Owens Adair Apartments at 1508 Exchange Street that needs to be relocated to a new manhole on Duane Street. Staff submitted informal quotes to local contractors and two responded:

TFT Construction	\$21,962.00
Big River Construction	\$17,766.00

Funds for this project are available in the Public Works Improvement Fund. It is recommended Council award a contract to Big River Construction to install a new manhole on Duane Street for the relocation of a sewer lateral for Owens Adair.

Item 7(i): Authorization to Bid for Franklin Avenue Sewer Replacement Project (Public Works)

Public Works Operations staff has identified a severely deteriorated combined sewer pipe while performing video inspection work on Franklin Avenue between 26th Street and 27th Street. The 15" diameter clay pipe has collapsed in several locations, with significant cracking noted in many other areas. Additionally, a manhole on the alignment has settled substantially causing a reverse grade with resultant poor drainage. Staff believes that relocation of the sewer pipe would be the most cost effective and would minimize risk to the adjacent resident's property. The project will include installation of 550 feet of 15" diameter PVC sewer pipe, five manholes, three sewer laterals, and associated restoration work. The construction estimate for this project is \$120,000 which includes a 10% contingency. It is recommended that Council authorize staff to solicit bids for the Franklin Avenue Sewer Replacement Project. Funds for this

project would be available in the Public Works Improvement Fund for Fiscal Year 2014-2015.

Item 7(j): Consideration of Draft City Council Goals for Fiscal Year 2014-2015

The draft Fiscal Year 2014-2015 City Council Goals were presented for discussion at the April 7 and 21, 2014 Council meetings. Attached is the revised version which incorporates changes made at the two prior meetings. The draft goals have been posted on the City of Astoria website and are being presented for further discussion. This item will be placed on a future City Council meeting for consideration and adoption.

MANAGERVAGENDA\AGENDA MEMO 5-5-14.DOC