
AGENDA

ASTORIA CITY COUNCIL MEETING

July 1, 2013

**Immediately Follows Budget Committee Meeting
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. **PRESENTATIONS**
 - (a) Swearing in of Deputy Chief Gascoigne
 - (b) Department of Geology & Mineral Industries (DOGAMI) regarding New Tsunami Maps
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 6/17/13
 - (b) Boards and Commission Minutes
 - (1) Budget Committee Meeting of 4/24/13
 - (2) Budget Committee Meeting of 4/25/13
 - (3) Library Board Meeting of 5/28/13
 - (c) Contract for Professional Human Resources Services with Xenium (Finance)
 - (d) Lease Agreement with Astoria Regatta Association for Use of East Portion of Heritage Square and Closure of 12th Street between Duane and Exchange Streets (City Manager)
 - (e) Authorization to Purchase One Mower for Ocean View Cemetery (Parks)
 - (f) LUBA Appeal from Sandra Savage regarding Property at 4050 Abbey Lane (City Attorney)
7. **REGULAR AGENDA ITEMS**
 - (a) Tourism Promotion Program (Finance)
 - (b) CSO Program Hydraulic/Hydrologic Modeling Support – Contract for Professional Services (Public Works)
 - (c) Authorization to Award Contract for Pipeline Road Water Line Project (Public Works)
 - (d) Astoria Senior Center – Contract for Architectural Services (Community Development)
 - (e) Pay Adjustment #3 – Completion of Garden of Surging (Community Development)
 - (f) Pedestrian Crosswalk Flag Pilot Program (Public Works)
8. **NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)**
 - (a) Change First Meeting Date in September, 2013
9. **EXECUTIVE SESSION**
 - (a) ORS 192.660(2)(d) – Labor Negotiation Consultations

<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 LAMPI, CITY MANAGER'S OFFICE, 503-325-5824.</p>



CITY OF ASTORIA

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June 28, 2013

MEMORANDUM

TO: ASTORIA CITY COUNCIL
FROM: PAUL BENOIT, CITY MANAGER
SUBJECT: ASTORIA CITY COUNCIL MEETING OF JULY 1, 2013

PRESENTATIONS

Item 5(a): Swearing in of Deputy Chief Gascoigne

The Mayor will swear in Paul Gascoigne as the Deputy Chief for the Astoria Fire Department.

Item 5(b): Department of Geology & Mineral Industries (DOGAMI) regarding New Tsunami Maps

Staff from DOGAMI will be in attendance to make a presentation regarding the new tsunami maps for our area.

CONSENT CALENDAR

Item 6(a): City Council Minutes

The minutes of the City Council meeting of June 17, 2013 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) Budget Committee meeting of 6/24/13, (2) Budget Committee meeting of 6/25/13, and (3) Library Board meeting of 5/28/13 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 6(c): Contract for Professional Human Resources Services with Xenium Resources, Inc. (Finance)

With the retirement of Human Resources (HR) Administrator Carolyn Kendrick in 2011, the City Manager, with the Council support, reorganized the HR

functions of the City, whereby the more routine, administrative HR functions were redistributed to existing staff, with primary responsibilities going to Mark Carlson, Finance Director and to Julie Lampi, Executive Secretary to the City Manager. The higher level services were met through a contract with Xenium, a private sector HR consulting and services company based in the Portland Metro area. City Attorney Henningsgaard has reviewed and approved the proposed contract. It is recommended that Council renew the contract with Xenium Resources, Inc.

Item 6(d): Lease Agreement with Astoria Regatta Association for Use of East Portion of Heritage Square and Closure of 12th Street between Duane and Exchange Streets (City Manager)

The Astoria Regatta Association (Association) is requesting the use of the east portion of Heritage Square located at 1153 Duane Street, and the closure of 12th Street between Duane and Exchange Streets to accommodate Astoria Regatta events. The time frame for the lease would be for Saturday, August 10, 2013, from 6:00 a.m. to 4:00 p.m. Events include a barbeque, vending of craft beer, and live music. It is requested that the Heritage Square site be leased for \$1.00. It is recommended that Council approve the Lease Agreement with the Astoria Regatta Association for use of the east portion of Heritage Square located at 1153 Duane Street, and the closure of 12th Street between Duane and Exchange Streets, to accommodate the Regatta events scheduled for Saturday, August 10, 2013, for a total sum of \$1.00.

Item 6(e): Authorization to Purchase One Mower for Ocean View Cemetery (Parks)

The Parks and Recreation Department is requesting authorization to purchase a new mower, with a 74 –inch cutting deck for the care and maintenance of Ocean View Cemetery. The new equipment will replace four smaller capacity mowers that are each over 20 years old and no longer reliable. With this larger mower, staff will be able to complete the mowing of Ocean View Cemetery property more frequently and efficiently. Three quotes have been solicited for a Walker Mower, model MBS 29-HP EFI with a 74-inch cutting deck from three dealerships. The quotes are as follows:

Mid Valley Tractor, Eugene, Oregon	\$14,459
Chinook Sales, Longview, Washington	\$13,733
Clatsop Power Equipment, Astoria, Oregon	\$12,096

It is recommended that Council approve the purchase of one Walker Mower, model MBS 29-HP EFI, with a 74-inch cutting deck, from Clatsop Power Equipment. There are sufficient funds in Cemetery Fund 325 to cover the purchase.

Item 6(f): LUBA Appeal from Sandra Savage regarding Property at 4050 Abbey Lane (City Attorney)

On June 24, 2013, Sandra Savage filed a notice of intent to appeal the City Council's decision allowing for a zone change from GI (General Industrial) to S-2A (Tourist-oriented Shoreland) for property located at 4050 Abbey Lane. This property is adjacent to the two Cannery Loft condominium units. Although the

City of Astoria is the named defendant in this proceeding, the City general declines to participate in LUBA appeals. If the applicant, Cannery Loft Holdings LLC wishes to contest the appeal, the normal procedure is for the applicant to intervene and file a brief LUBA appeal. The alternative is for the City to file its own LUBA brief. It is recommended that Council authorize the City Attorney to waive further appearance in the Land Use board of Appeals.

REGULAR AGENDA ITEMS

Item 7(a): Tourism Promotion Program (Finance)

This item was discussed during the Astoria Budget Committee meeting under Item 4(a). Based on the recommendation of the Budget Committee, it is recommended that the City Council either adopt the Tourism Promotion Program as presented, or provide direction to staff to modify the draft program.

Item 7(b): CSO Program Hydraulic/Hydrologic Modeling Support – Contract for Professional Services (Public Works)

In April 2012, Council authorized a contract for CSO Modeling Support Services to HDR with the option of annual renewal of this contract. During the past year, HDR has updated and refined the CSO collection system model, identified additional monitoring needs to further characterize flows for future projects, completed necessary documentation to submit to the Department of Environmental Quality (DEQ) to verify implementation of projects in Phases 1, 2 and 3, and developed a preliminary scope for the first project in Phase 4. HDR has provided a scope of work and estimated budget of \$105,077 for June 2013 through June 2014. Staff has reviewed the scope and fee and has found the proposal to be appropriate and reasonable. It is recommended that City Council renew the contract for CSO Modeling Support Services with HDR for a total not to exceed amount of \$105,077. Funds are available through the CSO Fund.

Item 7(c): Authorization to Award Contract for Pipeline Road Water Line Project (Public Works)

On April 1, 2013, City Council authorized bid advertisement for this project. The project will reroute a section of existing 21" diameter water transmission main around a geologically sensitive area. The project is currently being advertised and bids will be received on July 11, 2013. Due to scheduling challenges in July with the cancellation of the Council meeting on July 15th, and a funding deadline of September 30, 2013, Staff is requesting pre-authorization to execute a construction contract with the lowest responsible bidder upon receipt of bids if the low bid is within the project budget.

On April 18, 2011, City Council approved an Infrastructure Contract with Oregon Emergency Management (OEM). It will provide up to \$247,046 for construction with a City match of 25%. A summary of the anticipated construction budget is shown below.

Item	Budget Estimate
Project Cost Estimate	\$195,000.00
Project Contingency (10%)	\$ 19,500.00
Construction Staking Services	\$ 3,750.00
Total =	\$218,250.00

Staff recommends that the maximum bid acceptable should not exceed \$215,000. If the lowest bid exceeds this amount, staff will review funding options and recommend course of action to the Council.

It is recommended that City Council authorize the City Manager to award a construction contract to the lowest responsible bidder for the Pipeline Road Water Main Project if the bid is within the available project funding.

Item 7(d): Astoria Senior Center – Contract for Architectural Services (Community Development)

In March 2013, the City of Astoria received a Community Development Block Grant for renovation of the Astoria Senior Center. As a part of the grant, a total of \$115,000 was included for architectural services. At the May 6, 2013 City Council meeting, the Council authorized staff to issue a Statement of Qualifications for architectural services. Ten firms responded. On June 6th a committee consisting of Senior Center staff, Senior Center representatives, and City staff evaluated proposals from the architectural firms. It was unanimously agreed that the best qualified firm was Scott Edwards Architecture LLP, (SEA), a firm from Portland. It is recommended that the Council approve the proposed contract with Scott Edwards Architecture LLP in the amount of \$115,000 for architectural services for the Senior Center renovation.

Item 7(e): Pay Adjustment #3 – Completion of Garden of Surging (Community Development)

On June 4, 2013, an extremely successful Garden of Surging Waves fundraiser, co-sponsored by Mayor Van Dusen and Jordan Schnitzer, was held at Mr. Schnitzer's residence in Portland. A number of individuals attended and a total of \$437,000 was raised. Following the fundraiser, City staff and the Garden of Surging Waves contractor Robinson Construction began negotiating a contract amendment to complete the project.

On February 19, 2013, City Council authorized the award of a construction contract to Robinson Construction Company in the amount of \$798,498 for the first sequence of the Garden of Surging Waves. Two pay adjustments have been processed to date totaling \$16,202.83 bringing the current contract amount to \$814,700.83. This last pay adjustment, totaling \$571,539.03, will allow for all remaining sequences to be implemented, bringing the full project scope to completion.

It should be noted that this pay adjustment also includes engraving for the pavers, plaques and donor screen. As additional donors continue to make contributions and the specific wording on the donor panel is refined, the

allocation for engraving may be further refined (up or down). Randy Robinson, owner of Robinson Construction, in addition to making a donation to the project, has graciously offered to cover any unexpected contract amendments associated with construction of the remaining sequences (excluding engraving). It is recommended that the City Council authorize Pay Adjustment #3 in the amount of \$571,539.03 with Robinson Construction for completion of the Garden of Surging Waves.

Item 7(f): Pedestrian Crosswalk Flag Pilot Program

City staff has received and analyzed approximately 23 hours of video footage of the pedestrian crosswalks at 10th and Commercial and 10th and Marine Drive where pedestrian flag stations had been established for a pilot project. The Oregon Department of Transportation (ODOT) provided the video equipment and processed the data for the City. It should be noted that the video was taken during a period when a cruise ship was in town. This was advantageous to the study since the cruise ship provided a larger number of pedestrian visitors. Based on results from the video, staff has calculated an average flag use rate of around 6%. We would hope for a much higher use rate in the 40-50% range. Based on recent conversations with ODOT, they are not seeing any benefit to the use of pedestrian flags on a statewide basis. There are even opinions that the use of flags may create a false sense of security for pedestrians. The results of the video research was presented to the Traffic Safety Committee on June 25, 2013, and after discussion, the Committee unanimously voted to recommend that City Council discontinue the pedestrian flag program. It is recommended that Council accept the recommendation of the Traffic Safety Committee and direct staff to discontinue the crosswalk flag pilot program.

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

Item 8(a): Change First Meeting Date in September, 2013 (City Council)

Astoria City Hall will be closed on Monday, September 2, 2013, due to the Labor Day holiday; therefore, the first Council meeting in September will need to be changed. Past practice has been to hold the Council meeting on the following day, which in this case will be Tuesday, September 3, 2013.

EXECUTIVE SESSION

Item 9(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.