



AGENDA

ASTORIA CITY COUNCIL

July 20, 2015

7:00 p.m.

2nd Floor Council Chambers

1095 Duane Street • Astoria OR 97103

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENTS (NON-AGENDA)**
4. **PRESENTATIONS**
 - (a) Goonies Event Update by Skip Hauke, Astoria/Warrenton Chamber of Commerce
5. **CHANGES TO AGENDA**
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 6/15/15
 - (b) Community Development Department Project Status Update
 - (c) Resolution Addressing Program Details for the Continued Use and Management of the City Revolving Loan Funds Transferred to Craft3 (Formerly Known as Shorebank Enterprise Pacific) (Finance)
 - (d) Authorization to Purchase Thermoplastic for Crosswalk Delineation (Public Works)
7. **REGULAR AGENDA ITEMS**
 - (a) Resolution Creating a Pilot Program to Allow "Parklets" on Side Streets in the Downtown Area (Public Works)
 - (b) Carbon Credit Project – Contract Approval for Third-Party Verifier (Public Works)
 - (c) Heritage Square Environmental Update (Public Works/Community Development)
8. **NEW BUSINESS AND MISCELLANEOUS**
9. **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.



CITY OF ASTORIA

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July 15, 2015

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF JULY 20, 2015

PRESENTATIONS

Item 4(a): **Goonies Event Update by Skip Hauke, Astoria/Warrenton Chamber of Commerce**

Skip Hauke, Executive Director of the Astoria-Warrenton Chamber of Commerce, will update the City Council regarding the Goonies event that took place in June of this year.

CONSENT CALENDAR

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

The minutes of the City Council meeting of June 15, 2015 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(b): **Community Development Department Status Report**

Enclosed is a status report regarding major Community Development Department projects. This report is provided for information only.

Item 6(c): **Resolution Addressing Program Details for the Continued Use and Management of the City Revolving Loan Funds Transferred to Craft3 (Formerly Known as Shorebank Enterprise Pacific) (Finance)**

Resolution No. 01-30 was adopted November 5, 2001 to recognize the continued management of revolving loan funds by Shorebank Enterprise Pacific (ENTERPRISE). In 2013 the operations of ENTERPRISE, for Washington and Oregon were rebranded as Craft3 (CRAFT3). CRAFT3 continues to manage \$ 113,450 of Revolving Loan Fund assets which provide business loans to third parties and recoverable grants to support economic development and redevelopment opportunities consistent with City goals and strategies. The budget for 2015-16 contains amounts intended to support potential code enforcement under the derelict building program (Astoria Code Section 5.670 through 5.746).

Subsequent collection of code enforcement expenses would be reimbursed to the revolving loan fund. The attached resolution recognizes the rebranding of ENTERPRISE to CRAFT3 and acknowledges the continued relationship for management of the City Revolving Loan Funds, to promote the economic and community development objective of the City. It is recommended that Council adopt the proposed resolution.

Item 6(d): Authorization to Purchase Thermoplastic for Crosswalk Delineation (Public Works)

The Public Works Department will be changing the configuration of the crosswalks from painted standard parallel lines to Thermoplastic "continental" style crosswalks. Continental is the style used by the Oregon Department of Transportation on newly painted crosswalks downtown. Thermoplastic is a torch down material that is centered out of the tire path portion of the crosswalk and far outlasts traditional traffic paint. The purchase price for the material is \$12,038.00. Fiscal year 2015-2016 Streets budget has funds appropriated for this purchase. It is recommended Council approve the purchase of Thermoplastic from Ennis-Flint for \$12,038.00.

REGULAR AGENDA ITEMS

Item 7(a): Resolution Creating a Pilot Program to Allow “Parklets” on Side Streets in the Downtown Area (Public Works)

City staff has been approached by two business owners over the last year concerning the potential for their businesses to be able to establish small outdoor commercial spaces in the street rights-of-way adjacent to their locations. In many communities that permit this activity, this is what is referred to as a “Parklet”. In downtowns or older commercial areas where open space is lacking, they are seen as a way to provide more outdoor seating or landscaping, and to enliven the streetscape. The parklet would basically be a deck occupying most of a parking space, approximately 7’ wide by 18’ long, and contain landscaping and seating. It may or may not be in conjunction with a restaurant. They must meet ADA and building standards, and be open to the public on a 24/7 basis. They could be removed in the winter months.

Staff has recommended that they be allowed only on the “side streets” (not Marine Drive, Commercial Street, Duane or Exchange Streets), and that they be in the interior of the blocks and not on the corners. Since this involves the private use of a public right-of-way, staff (including ADHDA staff) has drawn on work done in other cities to develop and adapt several policies which are attached for the Council’s review. The ADHDA Board has reviewed the policies and proposed the idea of doing a two year pilot project for up to two parklet spaces. Once a property owner proposes a parklet project, staff would bring the proposal to the City Council for approval. It is recommended that Council consider the proposal of a pilot project for a two year period, and if approved, adopt the attached resolution.

Item 7(b): Carbon Credit Project – Contract Approval for Third-Party Verifier (Public Works)

At the June 4, 2015 City Council meeting, Council approved a contract with The Climate Trust (Emissions Reduction Purchase Agreement) to sell carbon credits generated from the City of Astoria Watershed carbon project. The Climate Trust has agreed to pay the City \$2, 057,500 over a two-year period (2016-2017) carbon credits. The contract with The Climate Trust requires the City to deliver carbon credits from the City's forest carbon project that are third-party validated and verified as meeting all American Carbon Registry (ACR) standards and requirements. On June 17, 2015, the Public Works Department issued a Request for Qualifications (RFQ) to validate and verify the City's forest carbon project. On July 8, 2015, the City received four responses to its RFQ. Submission were evaluated and ranked by Public Works staff. Environmental Services, Inc. (ESI) of North Lawrence, Ohio earned the highest overall ranking. ESI does subcontract with qualified local forestry consultants to assist with validation and verification tasks. Staff subsequently negotiated a contract price of \$29,500 to complete work. This price is within the budget estimate presented and approved by the Council at its June 4, 2015 meeting. It is recommended that Council approve award of the Bear Creek Watershed ACR Improved Forest Management Project Validation and Verification contract to Environmental Services, Inc.

Item 7(c): Heritage Square Environmental Update (Public Works/Community Development)

John L. Kuiper of Amec Foster Wheeler will present an update of work completed on the Heritage Square EPA Grant project.