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# AGENDA

## ASTORIA CITY COUNCIL MEETING

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December 16, 2013  
7:00p.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. 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 11/18/13
- (b) Lease Agreement with Astoria Senior Center for Temporary Use of Yacht Club (Parks)
- (c) Proposal to Surplus Excess Furniture and Equipment to the Astoria Senior Center (Parks)
- (d) Agreement with Columbia Memorial Hospital for Childcare Discount (Parks)
- (e) Authorization for Pickup Purchase (Public Works)

**6. REGULAR AGENDA ITEMS**

- (a) Landfill Closure/Astoria Sports Complex – Four Party Agreement (Public Works)
- (b) Public Hearing for Sale of Excess City Property Located at 5300 Block of Alder Street, Alderbrook, Lots 4 & 5, Block 128, Van Dusen Addition (Public Works)
- (c) Public Hearing for Sale of Excess City Property Located at 1<sup>st</sup> & West Grand, Uniontown, Lots 1 & 2, Block 80, McClure's (Public Works)
- (d) Public Hearing for Sale of Excess City Property Located at 400 Block 3<sup>rd</sup> Street, Uniontown, Tax Lot 600, McClure's (Public Works)
- (e) Public Hearing for Sale of Excess City Property Located at 4600 Block of Birch & Ash Streets, Alderbrook, Lot 3, Block 14, Alderbrook & Unplatted Parcel (Public Works)
- (f) Public Hearing for Sale of Excess City Property Located at 4700 Block of Ash Street, Alderbrook Area, Lots 4, 5, & 9 and East 30' of Lot 10, Block 13, Alderbrook Addition (Public Works)
- (g) Public Hearing for Sale of Excess City Property Located at 1600 Block of 5<sup>th</sup> Street, Lots 5 & 31, Block 4, South Slope (Public Works)
- (h) Public Hearing for Sale of Excess City Property Located at 600 Block of Exchange Street, Lot 6, Block 40, McClure's (Public Works)
- (i) Authorization to Award Bear Creek Hydropower Project Engineering Services Contract (Public Works)

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

<p><b>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.</b></p>
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December 10, 2013

MEMORANDUM

TO: ASTORIA CITY COUNCIL

FROM:  PAUL BENOIT, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF DECEMBER 16, 2013

**CONSENT CALENDAR**

**Item 5(a): City Council Minutes**

The minutes of the City Council meeting of November 18, 2013 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 5(b): Lease Agreement with Astoria Senior Center for Temporary Use of Yacht Club (Parks)**

The Astoria Senior Center, a 501(c)(3) foundation, currently leases space from the City of Astoria located at 1111 Exchange Street; however, this facility will be undergoing renovations beginning in February 2014. This requires that the Astoria Senior Center temporarily relocate. There is currently unused space located in the east portion of the Astoria Yacht Club, located at 1555 Marine Drive that would serve the Astoria Senior Center well as temporary quarters during renovation. Given that the Astoria Senior Center currently has a facility Lease Agreement with the City of Astoria, it is proposed that the terms of their current Lease be carried over to a Lease of the Astoria Yacht Club, thereby causing no additional financial impact to the City of Astoria or the Astoria Senior Center. Due to the current vacancy of the Astoria Yacht Club and needed relocation of the Senior Center, it is recommended that Council approve this Lease Agreement.

**Item 5(c): Proposal to Surplus Excess Furniture and Equipment to the Astoria Senior Center (Parks)**

The City of Astoria has a large volume of excess furniture and equipment stored at the Yacht Club. The excess material consists of chairs, tables, desks, shelves, and lights, among other things. With the Senior Center temporarily relocating to the Yacht Club and given their need to raise

additional funds to acquire new furnishings for their soon to be renovated facility, I would propose that the surplus property be donated to the Astoria Senior Center, a non-profit 501(c)(3) foundation.

Larry Miller, Executive Director of the Astoria Senior Center is enthusiastic about the prospect and feels that while housed at the Yacht Club the Center membership will have opportunity to sort through the material and set up sales events. As a condition of the donation of surplus City property, the Senior Center has agreed to ensure that all property is removed from the Yacht Club by the date of their relocation back to the renovated Center on Exchange Street. It is recommended that the Mayor and Council consider approving the donation of surplus City property to the Astoria Senior Center.

**Item 5(d): Agreement with Columbia Memorial Hospital for Childcare Discount (Parks)**

The Astoria Parks and Recreation Department provides childcare services for youth ages six weeks through fifth grade. These programs include infant care, toddler care, preschool care, and kindergarten care provided at our Lil' Sprouts Academy and elementary school age care provided at the Astoria Recreation Center. While our childcare services continue to grow, the Astoria Parks and Recreation Department is looking to increase participation in these programs. Thus, the Department would like to offer a discount of 20% to employees of businesses whose employees register a minimum of 30 children full-time in our childcare programs. Currently, Columbia Memorial Hospital is interested in this agreement. Please see the attached letter. Given the opportunity to increase participation and generate additional revenue, it is recommended that this discount in childcare services be approved by the City Council.

**Item 5(e): Authorization for Pickup Purchase (Public Works)**

The Public Works Department has solicited quotes for the purchase of a Ford F-350 4x4 pickup to be used in the winter to apply de-icer and for an alternate vehicle when one of the front line vehicles is in for maintenance. Request for quotes went out to local dealers and to Landmark Ford of Tigard (state purchasing contract). The results are as follows:

Lum's Auto	\$28,023.00
Ocean Crest	\$25,090.00
Landmark Ford	\$24,161.50
Astoria Ford	nonresponsive
Vince Williams	nonresponsive

It is recommended Council approve the purchase of one Ford F-350 4x4 pickup from Landmark Ford for \$24,161.50. Funds are allocated for this purchase in the Public Works Improvement Fund.

**REGULAR AGENDA ITEMS**

**Item 6(a): Landfill Closure/Astoria Sports Complex – Four Party Agreement (Public Works)**

At the July 1, 2013 City Council meeting, a draft “Four Party Agreement” was approved that set the framework for the City’s participation in the redevelopment of the former landfill site. This action was taken in support of the transfer of John Warren Field to Columbia Memorial Hospital (CMH) ownership and the redevelopment of the landfill site into a sports complex for the Astoria School District. The partnership articulated in the Four Party Agreement allows for the accomplishment of the following projects, all carrying significant community benefit:

- Expansion of Columbia Memorial Hospital services.
- City will meet Oregon Department of Environmental Quality (DEQ) landfill closure requirements. The City will also gain a cleared and graded site adjacent to the Sports Complex sufficient to support a possible relation of the Public Works Operations, thus allowing opportunities for development fronting the River and Highway 30.
- Recology / Western Oregon Waste will have a paved access road, new water system and the opportunity to connect to the City sewer system.
- Astoria School District will gain ownership and control of a new, all-weather sports complex which will support multiple sports, co-curricular, and community activities.

The financial cooperation between the partners is detailed in the final draft Four Party Agreement included with the Council agenda material. The City share of the costs relates to certain project elements associated with issues specific to the former landfill and with road and utility improvements. The Public Works Department and City Engineering staff believe that the estimated costs to the City are both fair and reasonable. The approximate costs are as follows:

Landfill Closure	\$274,000
Capping of the Garbage Area West of the Access Road	\$ 36,000
Site Access and Williamsport Road Improvements	\$ 36,000
Utility Improvements	\$162,000
Design, Permit, Overhead Costs and Contingency	\$ 63,000

The City’s financial contribution to the project, inclusive of contingency, totals \$571,542. It is recommended that the Council authorize the Mayor to sign the Four Party Agreement. Funds for the project will be covered by the Public Works Improvement Fund, and revenue associated with a Recology/WOW land lease and with franchise fees related to waste disposal operations.

**Items 6(b)-(h): Public Hearings for Sale of Excess City Properties (Public Works)**

At its December 2, 2013 meeting, the City Council scheduled public hearings for the December 16, 2013 meeting regarding seven City-owned properties on which offers have been made. In each case, the offers for consideration have been submitted by adjacent property owners. The properties proposed for sale are:

- 6(b): 5300 Block of Alder Street, Alderbrook, Lots 4 & 5, Block 128, Van Dusen Addition
- 6(c): 1<sup>st</sup> & West Grand, Uniontown, Lots 1 & 2, Block 80, McClure's
- 6(d): 400 Block 3<sup>rd</sup> Street, Uniontown, Tax Lot 600, McClure's
- 6(e): 4600 Block of Birch & Ash Streets, Alderbrook, Lot 3, Block 14, Alderbrook & Unplatted Parcel
- 6(f): 4700 Block Ash Street, Alderbrook Area , Lots 4, 5, & 9 and east 30' of Lot 10, Block 13, Alderbrook Addition
- 6(g): 1600 Block of 5<sup>th</sup> Street, Lots 5 & 31, Block 4, South Slope
- 6(h): 600 Block of Exchange Street, Lot 6, Block 40, McClure's

Maps of each property, along with details of offers made, are included in the agenda packet. It is recommended that each of the seven properties receive a separate public hearing, after which, the City Council consider whether to accept the offer(s).

**Item 6(i): Authorization to Award Bear Creek Hydropower Project Engineering Services Contract (Public Works)**

On January 18, 2011 the City Council authorized staff to proceed with the Bear Creek hydroelectric project. In March 2011, the City Council approved a contract with SOAR Technologies to prepare and file a Federal Energy Regulatory Commission (FERC) application that is required for this project. Due to environmental and legislation issues, the FERC permitting process was delayed until recently. The application has now been approved and the City can move forward with the project. Specifications and bid documents are 90% complete. The City's design consultant, Murray, Smith and Associates (MSA), now needs to prepare final bid documents. The contract fee of \$20,209.00 includes MSA services as well as electrical engineering sub consultant (R&W Engineering) service. Details regarding funding, which includes grants from both Pacific Power's Blue Sky Program and the Energy Trust of Oregon, will be presented to the City Council at a future date once details and grant requirements can be solidified with Pacific Power. It is recommended that Council execute a contract with Murray, Smith and Associates for a total not to exceed amount of \$20,209.00 for engineering services on the Bear Creek Hydropower Project.