
AGENDA

ASTORIA CITY COUNCIL MEETING

August 19, 2013

**** 6:30 p.m. ****

2nd Floor Council Chambers
1095 Duane Street
Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. SISTER CITY TRIP TO WALLDORF, GERMANY

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.

AGENDA

ASTORIA CITY COUNCIL MEETING

August 19, 2013

7:00p.m.

2nd Floor Council Chambers

1095 Duane Street

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4. REPORTS OF COUNCILORS

5. CHANGES TO AGENDA

6. PRESENTATIONS

- (a) Introduction of the New ADHDA Executive Director Alana Garner
- (b) CSO Program: Review of Completed Project Performance and Overview of Future Projects
- (c) Ghadar Party Celebration (October 4-5, 2013)

7. 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 8/5/13

8. REGULAR AGENDA ITEMS

- (a) Public Hearing and Ordinance Vacating a Portion of the 1st Street Right-of-Way Adjacent to 2044 Southeast D Street (emergency adoption – 1st & 2nd readings) (Public Works)
- (b) Historic Properties Ordinance Amendment A13-03 (2nd reading & adoption) (Community Development)
- (c) Liquor License Application from David Kroening, Andrew Bornstein, Jerry Kasinger, Luke Colvin, Jack Berka, David Snodgrass, Pamela Snodgrass, Joe Haggren and Mark Rose, dba River Barrel Brewing Inc., located at the foot of 7th Street, for a New Outlet – Full On-Premises Sales – Brewery License (Finance)
- (d) Liquor License Application from Todd Shelton and Lawrence Cary, dba North Coast Distillery LLC located at 1270 Duane Street, for a New Outlet – Distillery License (Finance)
- (e) Liquor License Application from Stephen C. and Karen Allen, dba Andrew & Steve's Chartroom/Astoria Brewing Company located at 1196 Marine Drive, for an Additional Privilege – Brewery License (Finance)
- (f) Wastewater Treatment Plant Effluent Treatment Upgrades – Pay Adjustment No. 1 (Public Works)
- (g) Proposal to Allocate City Funds to Assist Citizens Experiencing Financial Hardship with Utility Bills (Councilor Herzig)
- (h) Astoria Landfill Closure Plan (Public Works)
- (i) Sale of Excess City Property – Procedures (Public Works)
- (j) Heritage Square – Grant Application to Support Design Work (Community Development)
- (k) 11th Street CSO Project – Intersection and Street Improvements (Public Works)

9. EXECUTIVE SESSION

- (a) ORS 192.660(2)(d) – Labor Negotiation Consultations
- (b) ORS 192.660(2)(e) – Real Property Transactions

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.



CITY OF ASTORIA

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August 15, 2013

MEMORANDUM

TO: ASTORIA CITY COUNCIL

FROM:  PAUL BENOIT, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF AUGUST 5, 2013

6:30 P.M. – SISTER CITY TRIP TO WALLDORF, GERMANY MEETING

Item 3(a): The City Council will discuss their recent trip to Astoria's Sister City, Walldorf, Germany.

7:00 P.M. – REGULAR MEETING

PRESENTATIONS

Item 6(a): **Introduction of the New Astoria Downtown Historic District Association Executive Director Alana Garner**

Astoria Downtown Historic District Association President Dulcye Taylor will introduce Alana Garner, the new Executive Director.

Item 6(b): **CSO Program: Review of Completed Project Performance and Overview of Future Projects**

Since April 2012, HDR Engineering has been managing the hydrologic and hydraulic model that is used to delineate and scope each CSO project. This model contains important information regarding the storm and sewer infrastructure, geographic areas that flow to each pipe segment, rainfall information, and historic flows that are used to predict the system response after CSO project completion. There is ongoing maintenance and calibration that must occur to the model so that it most closely mimics actual conditions in the field and gives the City the most accurate data for the design of future CSO projects. The Council presentation by HDR Engineering and City staff will include a brief history of the CSO Program, CSO projects that have been completed to date, scope of the next CSO project and anticipated strategy for the future of the CSO Program. The goal of the presentation will be to provide

the Council with an updated look at the current status and future direction of the CSO Program.

Item 6(c): Ghadar Party Celebration (October 4-5, 2013)

Councilor Mellin will give a status report regarding the Centenary of the founding of the Ghaddar Party in Astoria, Oregon scheduled to be held on October 4th and 5th.

CONSENT CALENDAR

Item 7(a): City Council Minutes

The minutes of the City Council meeting of August 5, 2013 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

REGULAR AGENDA ITEMS

Item 8(a): Public Hearing and Ordinance Vacating a Portion of the 1st Street Right-of-Way Adjacent to 2044 Southeast D Street (emergency adoption – 1st & 2nd readings) (Public Works)

The City received a request from Tamara Stanley, property owner of 2044 SE D Street, for the vacation of a 16' by 50' portion of the unimproved 1st Street right-of-way to accommodate a portion of the existing house and associated improvements that were built over the property line many years ago. Ms. Stanley is in the process of selling her property and the sale cannot be completed until the encroachment issue is resolved. She has requested that the City Council finds that an emergency exists and, if approved by the Council, the ordinance become effective immediately. At their August 5, 2013 meeting, the Astoria City Council acted to schedule a public hearing on the proposed street vacation on August 19, 2013 at 7:00 p.m. It is recommended that the Astoria City Council conduct the public hearing, declare that an emergency exists, and hold the 1st and 2nd readings of the ordinance to vacate a 16' by 50' portion of the unimproved 1st Street right-of-way adjacent to 2044 SE D Street.

Item 8(b): Historic Properties Ordinance Amendment A13-03 (2nd reading & adoption) (Community Development)

This proposed ordinance received its first reading at the August 5, 2013 Council meeting. The ordinance establishes how historic properties are designated, the process for review of exterior alterations, new construction, demolition, appeals, and lists exceptions to the review process. In January 2008, the City Council adopted a Historic Preservation Plan which identified suggested amendments to the ordinance and proposed projects to support historic preservation. Within the last few years, the State and National terms used for historic properties has changed and, therefore, the City Historic Properties Ordinance needs to be

amended to reflect the new terminology. At its July 16, 2013 meeting, the Historic Landmarks Commission held a public hearing and unanimously recommended that the City Council adopt the proposed amendment. It is recommended that Council conduct the second reading and adopt the ordinance.

Item 8(c): Liquor License Application from David Kroening, Andrew Bornstein, Jerry Kasinger, Luke Colvin, Jack Berka, David Snodgrass, Pamela Snodgrass, Joe Haggren and Mark Rose, dba River Barrel Brewing Inc., located at the foot of 7th Street, for a New Outlet – Full On-Premises Sales – Brewery License (Finance)

A liquor license application has been filed by David Kroening, Andrew Bornstein, Jerry Kasinger, Luke Colvin, Jack Berka, David Snodgrass, Pamela Snodgrass, Joe Haggren and Mark Rose doing business as River Barrel Brewing Inc., located at the foot of 7th Street, Astoria. The application is a New Outlet – Full On-Premises Sales – Brewery License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 8(d): Liquor License Application from Todd Shelton and Lawrence Cary, dba North Coast Distillery LLC located at 1270 Duane Street, for a New Outlet – Distillery License (Finance)

A liquor license application has been filed by Todd Shelton and Lawrence Cary doing business as North Coast Distillery LLC, located at 1270 Duane Street, Astoria. The application is a New Outlet – Distillery License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 8(e): Liquor License Application from Stephen C. and Karen Allen, dba Andrew & Steve's Chartroom/Astoria Brewing Company located at 1196 Marine Drive, for an Additional Privilege – Brewery License (Finance)

A liquor license application has been filed by Stephen C. and Karen Allen doing business as Andrew & Steve's Chartroom/Astoria Brewing Company, located at 1196 Marine Drive, Astoria. The application is an Additional Privilege – Brewery License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 8(f): Wastewater Treatment Plant Effluent Treatment Upgrades – Pay Adjustment No. 1 (Public Works)

In November 2012, the construction contract was awarded to R&G Excavating (R&G). Since that time R&G has been working through submittals, procuring long-lead time equipment and has mobilized to the site. Due to the nature of the improvements, primary construction activity needs to occur during the drier summer months when the flows to the treatment plant are at their lowest point.

The major construction effort began the last week of June. Pay adjustment No. 1 for \$25,223.97 includes several changes that are itemized below:

A. Concrete leveling base in chlorine contact basin	\$20,966.36
B. Installation of new conductors to chemical feed building	\$9,513.70
C. Upgrade main electrical distribution panel	\$250.00
D. Contraction contribution (credit)	(\$5,506.09)

It is recommended that the City Council authorize Pay Adjustment #1 for the Wastewater Treatment Plant Effluent Treatment Upgrades project for \$25,223.97. Funds are available for this project through IFA funding.

Item 8(g): Proposal to Allocate City Funds to Assist Citizens Experiencing Financial Hardship with Utility Bills (Councilor Herzig)

Councilor Drew Herzig has proposed setting aside \$10,000 to create a water/sewer assistance fund, for Astoria residents who are dealing with significant financial hardship. At Councilor Herzig's request, the Astoria City Council agreed to discuss establishment of such an assistance program at their regular meeting of August 19th. In preparation for the Council meeting, Councilor Herzig, City Manager Paul Benoit, and Finance Director Mark Carlson met with George Sabol and Cheryl Waite of Clatsop Community Action, to discuss the possibility of partnering to implement such a fund. Guidelines for eligibility could include, among other criteria, federally-determined income limits and city residency (no support for commercial operations). Councilor Herzig will present his proposal to the Council in greater detail. If Council chooses to move forward with such a program, City staff will meet again with Mr. Sabol of Clatsop Community Action to determine the formal structure needed for managing this fund.

Item 8(h): Astoria Landfill Closure Plan (Public Works)

The City has been in the process of obtaining Oregon Department of Environmental Quality (DEQ) approval of a Landfill Closure Plan for the inactive landfill located along Williamsport Road. The City hired Maul Foster Alongi (MFA) in November of 2012 and they have been working with the City and DEQ to prepare a Landfill Closure Plan that meets all state requirements. MFA's report was submitted to the City and DEQ for a preliminary review and all comments have been addressed. The report has now been submitted to the City Council for approval before going to DEQ for final approval. The complete 100+ page plan has been electronically forwarded to the Mayor and Council for their review and is included in this agenda packet. The landfill closure requirements will include:

- 1) Capping of old garbage areas
- 2) Post closure monitoring
- 3) Financial assurance

It is recommended that Council approve the Landfill Closure Report and authorize MFA to submit the plan to DEQ on the City's behalf for final acceptance.

Item 8(i): Sale of Excess City Property – Procedures (Public Works)

At its August 5, 2013 meeting, the City Council authorized a contract with Area Properties to market excess City property. Area Properties will begin marketing the properties immediately, as directed by Council. Sale of any property will be brought before the Council as required by the City's Real Property Sale Procedures, Section 1.500 through Section 1.510. City Code requires the City Manager to submit a report to Council of any proposed sale. After considering the sale at a regular meeting, a public hearing shall be scheduled, and a notice advertised and sent to all property owners who reside within 250 feet of the property. Council can, after hearing public testimony, approve or reject the sale. If the Council approves the sale, it will be conducted by the Public Works Director with specific instructions by the Council. It is recommended that the City Council approve marketing excess City property with the understanding that the procedures outlined above will be followed for any individual properties that are brought to the City by Area Properties.

Item 8(j): Heritage Square – Grant Application to Support Design Work (Community Development)

The City has an opportunity to apply for a grant from the Ford Family Foundation to fund architectural and structural engineering work on Phase 2 of Heritage Square to include the amphitheater and plaza area east of the Garden of Surging Waves. The Ford grant would provide detailed architectural and structural engineering plans to allow for construction at such time that the City Council chooses to move forward. No City match would be proposed with this application. It is recommended that the City Council authorize the preparation of a Ford Family Foundation application not to exceed \$250,000 for the design of Heritage Square, Phase 2.

Item 8(k): 11th Street CSO Project – Intersection and Street Improvements (Public Works)

At the start of the Combined Sewer Overflow (CSO) Project, City Council direction to staff was to ensure that streets in poor condition that were being impacted by CSO work be repaired and/or reconstructed and brought to City standards. Following that direction, the construction plans for the 11th Street CSO project incorporated details for the reconstruction of impacted intersections and substandard road sections. Intersection and street section reconstruction was included in the contractor's work and is shown in the construction plans; however, due to a staff technical error, the bid form and list of contract unit prices inadvertently did not incorporate provisions for bidding and payment of the reconstruction work. Although the reconstruction work is included as part of the contractor's scope and was always fully expected to be

performed, an adjustment to the contract is required for payment purposes. The reconstruction work is anticipated to cost within a range of \$275,000 to \$350,000 and would be funded from the budgeted project contingency. It is recommended that Council authorize a payment allocation for the 11th Street CSO project in an amount not to exceed \$350,000 for the planned reconstruction of failing intersections and street sections.

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.

Item 9(b): ORS 192.660(2)(e) – Real Property Transactions

The City Council will recess to executive session to discuss a real property transaction issue.