



AGENDA

ASTORIA CITY COUNCIL EXECUTIVE SESSION

August 4, 2014

*** 6:45 p.m. ***

2nd Floor Council Chambers
1095 Duane Street • Astoria OR 97103

1. EXECUTIVE SESSION
 - (a) ORS 192.660(2)(a) – Employment of Public Officers, Employees and Agents



AGENDA

ASTORIA CITY COUNCIL

August 4, 2014

Immediately Follows Executive Session
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. 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 7/7/14
 - (b) Boards and Commissions Minutes
 - (1) Parks Board Meeting of 6/25/14
 - (2) Planning Commission Meeting of 5/27/14
 - (3) Planning Commission Meeting of 6/24/14
 - (c) Parks and Recreation Department Status Report

6. REGULAR AGENDA ITEMS

- (a) Public Hearing for the Vacation of the 23rd and 26th Streets Rights-of-Way (Public Works)
- (b) Authorization for Healthy Eating Active Living (HEAL) Cities Small Grant Application to Develop and Implement a Policy Encouraging Local Farmers Markets and to Increase Food Access (Parks)
- (c) Authorization to Award Franklin Avenue Sewer Replacement Project (Public Works)
- (d) Astoria Senior Center Lease Amendment (Parks)
- (e) Resolution Transferring Appropriations to the Parks Operation Fund (Finance)
- (f) Consider Recommendations regarding Fire Engine and Ladder Truck Purchase (Finance)
- (g) Change First Meeting Date in September, 2014 (City Council)

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


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.



August 1, 2014

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER PRO TEM

SUBJECT: ASTORIA CITY COUNCIL MEETING OF AUGUST 4, 2014

6:45 P.M. EXECUTIVE SESSION

Item 1(a): **ORS 192.660(2)(a) – Employment of Public Officers, Employees and Agents**

The Astoria City Council will meet in Executive Session to discuss the employment of public officers, employees and agents.

CITY COUNCIL MEETING

CONSENT CALENDAR

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

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

Item 5(b): **Boards and Commissions Minutes**

The minutes of the (1) Parks Board meeting of 6/25/14, (2) Planning Commission meeting of 5/27/14, and (3) Planning Commission meeting of 6/24/14 are attached. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 5(c): **Parks and Recreation Department Project Status Report**

Enclosed is a status report regarding major Parks and Recreation Department projects. This report is provided for information only.

REGULAR AGENDA ITEMS

Item 6(a): Public Hearing for the Vacation of the 23rd and 26th Streets Rights-of-Way (1st reading) (Public Works)

At their meeting of July 21, 2014, Council received a request from Columbia Memorial Hospital (CMH) for the vacation of 11,463 square feet of 23rd and 26th Streets rights-of-way adjacent to their property located at 2265 Exchange Street and acted to schedule a public hearing on August 4, 2014 to consider the matter. CMH would like to use the 23rd and 26th rights-of-way to construct a parking lot for the Hospital. City Staff has reviewed the application and is in support of the CMH's request, with the following conditions: The proposed vacation will need to include an easement/provision for existing City/Franchise utilities and future utilities. Due to the public benefit that will be provided by the vacation, an assessment does not appear to be applicable for this proposal. The applicant will be responsible for actual costs for processing the request. It is recommended that the City Council conduct the public hearing, and if deemed appropriate, conduct the first reading of the ordinance to vacate.

Item 6(b): Authorization for Healthy Eating Active Living (HEAL) Cities Small Grant Application to Develop and Implement a Policy Encouraging Local Farmers Markets and to Increase Food Access (Parks)

The HEAL Small Grant Program is part of the Heal Cities Campaign, a joint initiative of the League of Oregon Cities (LOC) and the Oregon Public Health Institute (OPHI) that helps civic leaders create healthy communities. The Campaign encourages cities to adopt policies that will, over time, expand the options for city residents, visitors, and employees to eat healthier food and/or be more physically active (HEAL policies). On July 21, 2014 the Astoria City Council adopted a resolution to become a HEAL City. The HEAL Cities Small Grants will offer implementation grants to up to six cities to implement HEAL policies.

The Parks and Recreation Department is requesting authorization to apply for a \$5,000 HEAL Cities Small Grant to develop and implement a policy encouraging and supporting our local farmers markets in providing accessible and fresh produce to the community. If received, the HEAL Cities Small Grant would provide marketing assistance for the SNAP match program, and to establish fun, hands on, educational curriculum for the existing youth market programs that expose children to a variety of locally grown fresh fruits and vegetables. It is suggested the Parks and Recreation Department provide an additional 50% in-kind match with staff time, in the amount of \$2,500. It is recommended that Council approve the application for the HEAL Cities Small Grant in the amount of \$5,000 to develop and implement a policy encouraging and supporting our local farmers markets in their mission to provide accessible fresh produce to the community.

Item 6(c): Authorization to Award 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. On May 5, 2014, City Council authorized staff to solicit bids for the project. The following competitive bids were received:

Contractor	Total Bid
TFT Construction Inc.	\$182,475.45
Big River Construction	\$187,745.00

The Engineer's Estimate prepared for the project is \$120,000. Funding for the project will come from the Public Works Improvement Fund. Bids were significantly higher than anticipated due to the contractor's expectations of challenging soil conditions. City Attorney Blair Henningsgaard has reviewed the contract and approved as to form. It is recommended that City Council authorize award of a construction contract to TFT Construction Inc. in the amount of \$182,475.45 for the Franklin Ave. Sewer Replacement Project and approve the associated budget for contingency and construction support services.

Item 6(d): Astoria Senior Center Lease Amendment (Parks)

In December, 2013, the City Council entered into a Lease Agreement with the Astoria Senior Center to utilize space in the former Astoria Yacht Club building while the Astoria Senior Center's permanent location is undergoing renovations. At its July 7, 2014 meeting, Council voted to delay distribution of the bid request due to concerns that distribution during the summer could trigger increased construction costs. Completion of the Senior Center remodel is now expected to be completed in August 2015. The Parks and Recreation Department has also relocated the Astoria Recreation Center (ARC) to the former Astoria Yacht Club. The current Lease Agreement requires the Senior Center to be responsible for paying all of the electrical charges. Given that two-thirds of the location is being utilized by the Astoria Recreation Center, the Parks and Recreation Department would like to amend the current Lease Agreement to divide the facilities electrical costs and extend the lease to September 2015. This would require the Parks and Recreation Department to be responsible for two-thirds of all electricity costs, or the total monthly cost minus \$275.00, whichever is greater. The Senior Center is in agreement with this arrangement. It is recommended that Council approve the amended Lease Agreement with the Astoria Senior Center.

Item 6(e): Resolution Transferring Appropriations to the Parks Operation Fund (Finance)

As the fiscal year 2013-14 comes to an end Finance staff has reviewed the final numbers for the Parks Operation fund. Parks staff has made a good effort to keep expenses under control. Year-end review indicates that the Parks Fund received total resources of 1,618,846. Total expenditures were \$1,722,951. This leaves a remaining resource shortfall of \$104,105. Generally Accepted Accounting Principles (GAAP) requires that a given fund should not have a negative fund balance at year end. Finance staff is recommending an additional transfer not to exceed \$110,105 so that the fund balance of the Parks Fund will not be negative. It is recommended that Council consider the attached resolution for adoption.

Item 6(f): Consider Recommendations regarding Fire Engine and Ladder Truck Purchase (Finance)

Fire Chief Ted Ames presented at the April 21, 2014 City Council meeting, the need to replace two pieces of fire apparatus that ongoing repairs indicate have reached the end of their useful life. The first is the 1999 Fire/Pumper 2522. The recommended replacement is an Arrow XT PUC Pumper. The estimated cost is \$521,279. For purposes of discussion illustrative lease payments over seven (7) years on this amount would be approximately \$79,383 per year. Projections of revenue and expense for the 17th Street Dock Fund indicate that additional resources in this amount would be available over the foreseeable future and can be transferred to the Capital Improvement Fund. The second apparatus that needs replacement is the Quint Aerial Ladder Truck. The recommended replacement is an Arrow XT 105' Aerial Truck. The estimated cost is \$943,989. It has been suggested that a bond measure be placed on the ballot for this November in the amount of \$950,000. It is estimated that a property assessed at \$200,000 would have an increased property tax of \$35.00 per year as a result of this proposal. It is recommended that Council provide direction to initiate the procurement process for replacing the 1999 Fire / Pumper 2522 on a lease basis from the Pierce Corporation financed by transfers from the 17th Street Dock Fund. It is also recommended that Council provide direction to engage a consultant to assist with analyzing the financial aspects of a bond issue and with preparation of a ballot measure for Council's consideration with the intention of placing a measure on the November 4, 2014 ballot.

Item 6(g): Change First Meeting Date in September, 2014 (City Council)

Astoria City Hall will be closed on Monday, September 1, 2014, 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 2, 2014.