

A regular meeting of the Astoria Common Council was held at the above place at the hour of 7:00 pm.

Councilors Present: Nemlowill, Herzig, Price, Mayor LaMear

Councilors Excused: Warr

Staff Present: City Manager Estes, Assistant City Manager/Police Chief Johnston, Parks and Recreation Director Cosby, Financial Analyst Snyder, Fire Chief Ames, Planner Johnson, Library Director Tucker, Public Works Director Cook, and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

OATHS OF OFFICE:

Item 3(a): Mayor Arline LaMear

Mayor Van Dusen administered the Oath of Office to Mayor-Elect Arline LaMear, who was elected to a four-year term.

Mayor LaMear thanked the citizens of Astoria, saying she was honored and humbled to have been elected Mayor of such a wonderful community. She looked forward to working with everyone, even those who did not vote for her, because everyone wants what is best for the community.

Item 3(b) through (e): Councilors and Staff

Mayor LaMear administered the Oaths of Office to the following:

- Councilor Zetty Nemlowill – Ward 1
- Councilor Cindy Price – Ward 3
- Chief of Police Brad Johnston
- Sergeant Chris McNeary

Councilor Nemlowill said it was good to see so many supporters at the meeting. She introduced her family, who gives her perspective on her job as City Councilor. Mr. Van Dusen appointed her to the Planning Commission, which helped her gain experience working for the City. She appreciated the flowers sent by Senator Betsy Johnson. The support was great and she looked forward to serving the city. She congratulated Mayor LaMear.

Councilor Price thanked everyone for attending. She appreciated the support and planned to work very hard for Ward 3. She asked the community to stay active because the more voices City Council hears, the better the city becomes.

Chief Johnston thanked his family and the Police Department. The badge put on him during his oath of office is an important symbol of authority and responsibility given to him by the community.

Sergeant McNeary looked forward to the opportunity to serve the community.

REPORTS OF COUNCILORS:

Item 4(a): Councilor Price reported that she would be hosting a meet-and-greet on Saturday, January 10, 2015 in the Flag Room of the Astoria Library at 10:15 am and invited everyone to come.

Item 4(b): Councilor Herzig reported that he would also be hosting a meet-and-greet on Saturday, January 10, 2015 in the Flag Room of the Astoria Library at 12:00 pm. In honor of Martin Luther King Day, the Lower Columbia Diversity Project (LCDP) would be hosting a speaker on Friday, January 16 and a candlelight walk on Monday, January 19 at 5:30 pm in front of the Liberty Theatre. The walk would end at Peace Lutheran Church for a soup meal and community gathering. Flyers were available on the table. The Astoria Warming

Center was open five nights the previous week. Community support and the need for the center have been incredible. The center is open when the temperature is below 35 degrees. The stories of those who have used the warming center are incredibly moving. He hoped in time a permanent shelter could be created. He thanked everyone who helped implement the Astoria Warming Center.

Item 4(c): Councilor Nemlowill thanked her father for attending and said it was nice to see so many members of the Planning Commission in the audience. As a new Councilor, she has been getting acquainted with how the City works by touring various departments. During the following weeks, she would be training on land use and with the League of Oregon Cities, and participating in the goal setting session. She hoped her Facebook page, City email address, and phone number would be available via the City's website. Community members may contact her anytime with ideas, preferably by email. She planned to meet with the public on a regular basis outside of City Council meetings.

Item 4(d): Mayor LaMear reported her first Meet the Mayor meeting would be on Wednesday, January 7th, from 12:00 pm to 1:00 pm at City Hall. She invited the community to share their ideas and concerns. If she is unable to answer questions, there would be cards available to fill out so she could contact citizens later with information. She and her husband Cliff volunteered at the warming center on New Year's Eve. It was heartwarming to see people who would otherwise be sleeping under the bridge or along the Riverwalk. The warming center is needed in this community and she commended Councilor Herzig for getting the center going.

CHANGES TO AGENDA:

Mayor LaMear requested the addition of Regular Agenda Item 8(g): Volunteer Applications for Board and Commissions. The agenda was approved with changes.

PRESENTATIONS:

Item 6(a): Ford Family Foundation Teen Center Project (Parks)

The Ford Family Foundation's Lower Columbia River Cohort 3 has received a grant to update the Teen Center located within the Astoria Recreation Center. The project budget is \$12,000 and has consisted of redesigning and purchasing equipment as well as constructing a half-court basketball court on the premises that will provide local youth a safe and supervised location to gather and socialize within our community.

Director Cosby introduced Judi Mahoney and Alana Garner, Ford Family Foundation's Lower Columbia River Cohort 3 members. The Foundation offers leadership training to rural communities in Oregon. Training in Astoria began at the end of January 2014 and now that the training is complete, volunteers have decided to enhance the community by redesigning the Teen Center. When the Teen Center was in the basement of the Recreation Center, it was dirty, not open during the best hours, and did not have very good equipment. Their fundraiser, selling raffle tickets for various prizes, raised more than \$3,500. In-kind donations allowed the Cohort to receive the full grant of \$5,000 from the Foundation.

Judi Mahoney, P.O. Box 1421, Astoria, gave a PowerPoint presentation on the design of the new Teen Center, noting that she was on the design and implementation team. Much of the equipment has already been purchased. The Teen Center will have a noisy area, a quiet area, and a camera allowing the center to remain under constant surveillance by Parks Staff. The door will always be open and Staff will be in an out to check on the area. Many teens and adults attended a painting party on Friday, January 2nd. Teens from Astoria, Warrenton, and Napa gave input through a survey about what they wanted in the Teen Center. Teens indicated they wanted Wi-Fi, which would be available. A set-up day has been scheduled for January 11th to install the equipment.

Alana Garner, 486 12th Street, Suite H, Astoria, invited City Council and the community to the Teen Center's grand opening on Friday, January 23rd from 5:30 to 7:00 pm at the Recreation Center, 1555 West Marine Ave., Astoria. The new Teen Center has been fun to work on and she hoped everyone could attend the grand opening. She explained that a cohort is a group of community members who, in this case, represented the Lower Columbia River Cohort 3 of the Ford Family Foundation. The Cohort included 22 people of all ages from Warrenton, Astoria, Napa, and Seaside. She explained that each cohort works on a different project. Cohort 1 worked on the disc golf course and Cohort 2 extended the course to 18 holes, making it a championship course.

Councilor Price said the Ford Family Foundation completes community projects through cohorts every two years. She and Councilor Herzig had been on Cohort 2 when they worked on Camp Kiwanilong. It was nice to see that Cohort 3 had younger volunteers. She asked where the funding for the new teen center came from. Director Cosby replied the City provided Staff time to help install the basketball court and the materials for the court were paid for with grant funds. The court is an outdoor basketball court on the north side of the Recreation Center.

Councilor Herzig added that Recreation Center logo on the tree cutting looks very nice.

CONSENT CALENDAR:

The following items were presented on the Consent Calendar:

- 7 (a) Boards and Commissions Minutes
 - (1) Library Board Meeting of 12/2/14
- 7 (b) Resolution Designating Signators for the City of Astoria (Finance)

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price, to approve the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Herzig, Nemlowill, and Mayor LaMear; Nays: None.

REGULAR AGENDA ITEMS

Item 8(a): Liquor License Application from Clemente's Seafood LLC., Gordon and Lisa Clement, located at 175 14th Street, Astoria for a Change of Location for a Full On-Premises Sales Commercial Establishment License (Finance)

A liquor license application has been filed by Clemente's Seafood LLC doing business as Clemente's Cafe located at 175 14th Street, Astoria. The application is a Change of Location for an existing Full On-Premises Sales Commercial Establishment License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Councilor Price declared that she is a customer of Clemente's Seafood and she supported Lisa Clement as County Commissioner. However, she did not believe this would prevent her from making a fair decision.

Councilor Nemlowill declared that her family business, Fort George Brewery, sells items to Clemente's Seafood, but she intended to make an objective decision.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price, to approve the Change of Location for a Full On-Premises Sales Commercial Establishment Liquor License for Clemente's Seafood LLC. Motion carried unanimously. Ayes: Councilors Price, Herzig, Nemlowill, and Mayor LaMear; Nays: None.

Councilor Herzig noticed that White Out had been used on the liquor license application. In the past, there has been a lack of clarity about whose name needs to be on the application as the entity or individual applying for the license. He suggested Staff notify the Oregon Liquor Control Commission (OLCC) that there is considerable doubt about who to list on the application.

Item 8(b): Estate of Ruth Jensen – Contribution to Furnishing the Children's Room of the Renovated/Updated Astoria Library and Resolution Creating the Library Renovation Fund (Library)

On January 6, 2014, the Astoria City Council and the Astoria Library Advisory Board held a joint work session after which Council voted to accept The Astoria Library Renovation Report, Part One. In December of 2014, the Astoria Library received a check from the Estate of Ruth Jensen in the amount of \$7,400. Her daughters, Laurie Turner and Susan McClure, asked that these funds be the first funds to be earmarked for furnishing the children's area in the renovated library and provide a seed for other donations. City Attorney Henningsgaard has recommended that a dedicated renovation fund is needed for this and future donations for the renovation of the library. A resolution is attached that establishes the Library Renovation Fund. It is recommended that Council

adopt the attached resolution to establish the Library Renovation Fund and accept the donation of \$7,400 for furnishing the children's area in the renovated library as the first deposit to the fund.

Mayor LaMear said Ms. Jensen was a close friend and they both served as school librarians. This is a touching gift and she was delighted that the family chose to make this donation to the community.

Councilor Herzig asked if establishing a Library Renovation Fund would require City Council to commit to a specific building plan or location. City Manager Estes said no, only a fund being established by City Council for any future project that comes out of the Library. The word "renovation" in the title of the fund does not commit the Council to any plan or location, but is just a name given to the fund for collection of donations.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig to adopt the resolution to establish the Library Renovation Fund and accept the donation of \$7,400 for furnishing the children's area in the renovated library as the first deposit to the fund. Motion carried unanimously. Ayes: Councilors Nemlowill, Herzig, Price and Mayor LaMear; Nays: None.

Item 8(c): Authorization to Bid Astoria Senior Center Renovation Project (City Manager)

In April of 2013, the City of Astoria received a \$1.5 million Community Development Block Grant (CDBG) to renovate the Astoria Senior Center. The Senior Center Board of Directors and its patrons have committed an additional \$95,000 in funding to augment the overall project budget. A decision to delay the bidding process was made by the City Council in June 2014. This was done to take full advantage of seeking bids based a preferable bid climate during the winter months rather than at the height of the construction in the summer months. The anticipated outcome is to receive more competitive (lower) bid outcomes.

City staff and the project consultants have essentially completed all the bid documents for the Astoria Senior Center Renovation Project. The bid solicitation documents will be issued, pending authorization by the City Council, in early January with bids due in the latter part of February. Following review of the solicited project bids, the Council will be asked to provide approval to enter into a contract with the selected qualified low bid general contractor. It is anticipated that a contract for construction will be brought to City Council for consideration in March. Construction is anticipated to begin in March with substantial completion scheduled for late August 2015. It is recommended that the City Council authorize staff to solicit bids for the Astoria Senior Center Renovation Project.

Councilor Herzig said it was painful for the Senior Center to delay the renovation project, but their misfortune enabled the opening of the Astoria Warming Center because the building was empty. The Warming Center has received much support from the Senior Center and he was glad the renovation project was moving forward.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Nemlowill to authorize staff to solicit bids for the Astoria Senior Center Renovation Project. Motion carried unanimously. Ayes: Councilors Nemlowill, Herzig, Price and Mayor LaMear; Nays: None.

Item 8(d): Request from W. Louis and Mary Ann Larson to Trim Trees on City Property (Public Works)

W. Louis and Mary Ann Larson, residing at 2907 Irving Avenue, have submitted an application to trim trees on City property. The City owned property is to the north of the Larson's property and includes Tax Lot 18300; Map 80909CA. Mr. Larson has obtained all signatures of adjoining property owners. The trees to be trimmed are primarily Big Leaf Maples and appear to have been trimmed in the past. This lot is within a hundred feet of a known slide zone. In May of 2011, an adjacent property owner had a geological evaluation of the City owned lot adjacent to this one for tree trimming. Staff confirmed with Horning Geosciences, that the 2011 report would also be applicable to the current proposal. Staff is requiring that no trees be removed or root systems damaged therefore preserving tree root strength. The applicant has had a certified arborist review the proposed activity. Based on the reports provided, and from a technical standpoint, staff does not see any reason why the tree trimming should not be allowed. Based on the analyses provided by the professional consultants representing the applicant, and staff's visit to the site, it is recommended that the request to trim trees on City property be approved.

Mary Ann Larson, 2907 Irving Avenue, Astoria, said she and her husband simply wanted to preserve what view they had left. She noted they had the trees trimmed about 30 years ago.

City Manager Estes explained for Councilor Herzig that approval of this request would include Staff's conditions as part of the permit, per the memorandum.

Councilor Herzig noted that the geotechnical report indicated rainfall, which was approaching the 100-year record, would cause slopes to fail. He asked if this meant Astoria should expect a period of increased rainfall that may destabilize some of the city's slopes. Director Cook said if Astoria received heavy rainfall for several years in a row that increased the groundwater table to a level above the slip line, the soil could move.

Councilor Herzig said the report was completed in 2011 and there have been some saturated slopes that have begun to move over the past few years. He assumed Astoria was in a period of heavy rains that may destabilize some slopes. Director Cook agreed this was always a possibility.

Councilor Price asked for more details about the lot. Director Cook said in order for the City to sell this lot, conditions would need to be placed on the deed, preventing development. However, the City does not have any plans to sell the lot.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price to authorize W. Louis and Mary Ann Larson to trim trees on City-owned Tax Lot 18300, Map 80909CA, per the conditions of the permit. Motion carried unanimously. Ayes: Councilors Nemlowill, Herzig, Price and Mayor LaMear; Nays: None.

Item 8(e): Authorization to Award Contract for Installation of Roofing on Shively Hall (Parks)

Shively Hall is in need of a new roof. The roof is currently in disrepair and leaking, causing damage to the ceiling panels and promoting mold growth throughout the building. Staff has solicited three quotes for the removal of the existing roofing and the installation of new 30-year roofing. It is recommended that the City Council award a contract to the lowest bidder, Weather Guard Inc., in the amount of \$9,230 for the removal of existing roofing and installation of new 30-year roofing on Shively Hall. There are sufficient funds in Capital Improvement Fund to cover the purchase.

City Manager Estes said that while this contract is within his spending authority of \$10,000, it is possible that additional funds would be required, bringing the contract above his spending limit. Any change orders that would put the contract over the limit would be presented to City Council for approval.

Director Cosby clarified for Councilor Price that maintenance of Shively Hall has been included in the Parks and Recreation budget. The Parks Department anticipated roof replacements on Shively Hall and Alderbrook during the next budget season.

City Manager Estes explained for Councilor Price that contracts are awarded in compliance with State law and City Code. Contracts can be awarded based on criteria, rather than price, but the criteria must be spelled out in advance. The standard process is to award a contract to the lowest bidder.

Councilor Herzig asked why the project was being paid for out the Capital Improvement Fund instead of the Parks and Recreation Fund. City Manager Estes said the Capital Improvement Fund is used for long-term facility needs. Since the new roof would be a 30-year roof, it would fall under the purview of the Capital Improvement Fund.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Nemlowill to approve a contract with Weather Guard Inc. for \$9,230 for the removal of existing roofing and installation of new 30-year roofing on Shively Hall. Motion carried unanimously. Ayes: Councilors Nemlowill, Herzig, Price and Mayor LaMear; Nays: None.

Item 8(f): Ordinance Readopting Certain State Statutes to Reflect Changes Made by the 2014 Oregon Legislature (1st Reading) (City Attorney/City Manager)

Enclosed is an ordinance implementing "global" re-adoption of various Oregon Revised Statutes that appear throughout the Astoria City Code. It is recommended that Council conduct the first reading of this ordinance.

Councilor Herzig said the resolution stated adoption and approval by the Mayor would be on January 5th. However, only the first reading would be conducted. City Manager Estes confirmed the date would be corrected.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price to conduct the first reading of the ordinance re-adopting certain State statutes to reflect changes made by the 2014 Oregon Legislature. Motion carried unanimously. Ayes: Councilors Nemlowill, Herzig, Price and Mayor LaMear; Nays: None.

Director Cook conducted the first reading of the ordinance.

Item 8(g): Volunteer Applications for Board and Commissions

This item was added to the agenda during Item 5: Changes to the Agenda.

Mayor LaMear made applications available to the audience, and asked that applications be submitted by first time applicants and board and commission members who would like to be reappointed. This will provide the City with a list of potential new volunteers should a board or commission member resign. Applications are due by January 15th and she hoped to have all appointments made by the end of January. The Planning Commission barely has a quorum and she needs to fill positions quickly. The application includes a description of each board and commission. The City would like a broad spectrum of volunteers. She has asked Staff and department heads to provide recommendations. City Council has also been asked to provide recommendations. The City wants to make this an open and inclusive process. She confirmed that board and commission vacancies would be advertised in the newspaper each time a vacancy occurred.

Councilor Herzig said in December 2014, the Parks and Recreation Board tried to set up an herbicide and pesticide task force, made up of Staff and concerned individuals, to meet about four times to discuss herbicide and pesticide options. Former Mayor Van Dusen believed this would be a commission and he did not want to usurp Mayor LaMear's prerogative by authorizing the commission just before Mayor LaMear took office. He believed a task force that would only meet four times before disbanding would not really be a City commission. However, if the Mayor and City Manager believe this task force is a City commission, it needs to be added to the list of boards and commissions. He reiterated that the task force intended to meet no more than four times and report to the Parks Board. He would like to move forward with the task force and asked City Council to authorize the establishment of this new City commission that would meet and disband in a couple of months.

Mayor LaMear believed this should be discussed during the City Council Goal Setting Session.

Councilor Price commended Mayor LaMear for making the volunteer applications a public process. This is a welcomed change from the past process and she believed many people would appreciate the new process. She encouraged everyone to apply. The next step should be full advice and consent by City Council, which has been requested by voters in Ward 3 for a number of years. Clatsop County and Seaside require council consent of board and commission volunteers. She has been impressed by the thoughtfulness with which the Planning Commission and Historic Landmarks Commission help develop the City of Astoria. However, she also believed the City could be held to higher standards of engagement by City officials. Council approval of board and commission volunteers would add transparency, generate good will, and share the responsibility of appointments among all City Councilors. This could also add strength to the work of the boards and commissions. She understood the City Charter allowed the Mayor to make appointments without full advice and consent of the Council. However, she asked the Mayor to consider asking for Council consent, especially for the commissions responsible for developing the City for the future, like the Planning Commission, Historic Landmarks Commission, and Design Review Board.

Councilor Nemlowill said according the charter, Mayor LaMear has the responsibility of appointing volunteers to the City's boards and commissions. She believed this would be a tough job. The list of vacancies is long and she

appreciated that Mayor LaMear has asked for input from the Council. It can be challenging to find volunteers who meet qualifying criteria and are willing to volunteer a considerable amount of their time.

Mayor LaMear thanked Councilors Price and Nemlowill for their comments. She also thanked the volunteers who served on the boards and commissions. She believed Astoria should be called the City of Volunteers because the City really does depend on volunteers. Astoria's community spirit is wonderful.

NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS

Item 9(a): Election of City Council President

Mayor LaMear explained that the City Council President takes the place of the Mayor in the Mayor's absence.

City Council Action: Motion made by Councilor Nemlowill to nominate Councilor Warr as City Council President. Motion died due to lack of a second.

City Council Action: Motion made by Councilor Price to nominate Councilor Herzig as City Council President. Motion died due to lack of a second.

City Attorney Henningsgaard confirmed that the Mayor has the authority to make a second or a motion.

City Council Action: Motion made by Councilor Nemlowill, seconded by Mayor LaMear, to elect Councilor Warr as City Council President. Motion passed unanimously. Ayes: Councilors Nemlowill, Price, and Herzig and Mayor LaMear. Nays: None.

Item 9(b): City Council FY 2015-16 Goal Setting Session

Mayor LaMear announced that the goal setting session had been scheduled for January 23rd and Wes Hare, Albany City Manager, would be conducting the session. Mr. Hare has conducted goal setting sessions for Astoria before and has done a great job. This year, the department heads would be present for the beginning of the session to inform City Council of their priorities for the year, which would allow Council to set goals that coordinate with each department's priorities.

City Manager Estes asked City Council to indicate where they would like to meet and what time they would like the meeting to begin. Mr. Hare would be available as early as 8:00 am on January 23rd.

Councilor Price preferred to meet in Council Chambers, with attendees sitting around a table, rather than making use of the dais.

Councilor Herzig noted that the goal setting session was open to the public; however, no public comments would be taken. He believed it would be valuable for members of the community to see the discussion and debate that occurs at the session.

Councilor Nemlowill had no preferences about the time or place.

City Council agreed to meet in Council Chambers at 8:00 am on January 23rd.

Councilor Price believed Albany's Strategic Plan was a great plan and suggested that Astoria use their plan as a template. She requested this be discussed at the next City Council meeting on January 19th. Using a template might make goal setting a bit easier than just using a long laundry list of tasks, goals, and objectives. She also requested a work session be scheduled to discuss City Council policies and procedures. She would like to have Council rules and policies in place before the goal setting session.

Mayor LaMear said she would be open to a work session. Many other city councils have work sessions prior to or after their regular city council meetings, which could be valuable to Astoria. City Council members are not allowed to talk amongst themselves about issues outside of City Council meetings. Councilors come to meetings without really knowing what other Councilors think. She learns a lot by listening to others and brainstorming, so she planned to schedule more work sessions in the future. The public will be invited to attend the work sessions.

No public comments can be taken, but the public will have the opportunity to hear why each Councilor has taken a particular stand on an issue. She believed this opportunity would be very valuable for the entire community and she has wanted to have a way for Councilors to talk and share ideas for a long time. She has spoken to City Manager Estes about how work sessions are more common in other cities.

Chris Farrar, 3023 Harrison Avenue, Astoria, said he was happy with the changes in City Council. It appears as if Council would be talking much more amongst themselves in ways that are legal. He believed this would lead to much better decisions than in the past. He believed the work sessions were a great idea. He hoped his Councilor, Councilor Warr, fits in to the new program. He was pleased with the work the City has done, under the leadership of City Manager Estes and Director Cook, on the carbon capture program in the watershed. This move towards using Astoria's forest as a means of producing income for the City through growing trees is tremendous. He hoped everyone understood that this is a big step forward for a small town. There are not many cities in the country that have implemented similar programs. The program prevents the planet from being ruined for the next generation. He was also glad to hear, during discussion of Agenda Item 8(d), that proximity to a landslide was taken into consideration. Leaving the roots of large trees in place allows the roots to hold the soil together and consume water, which is important. Nonetheless, he still urged the City to be cautious about how to proceed with tree trimming in landslide areas in the future.

Councilor Herzig announced that on January 6th, from 6:00 to 8:00 pm at the Holiday Inn Express, the Planning Commission would host a public presentation about the Bridge Vista Area along the Riverwalk. He believed it was important for the public to learn what has been planned for the area and provide input. A pedestrian zone has been planned for the Bridge Vista Area, but the Riverwalk impacts the entire community. City Manager Estes added that a brief presentation would begin at 6:16 pm, and then an open house forum would allow citizens to speak to City Staff and consultants.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:12 pm.

APPROVED:

City Manager

