

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

Councilors Present: Nemlowill (via telephone), Herzig, Price, and Mayor Pro Tem Warr

Councilors Excused: Mayor LaMear

Staff Present: City Manager Estes, Community Development Director Cronin, Planner Ferber, Parks and Recreation Director Cosby, Finance Director Brooks, Fire Chief Ames, Police Chief Johnston, Library Director Tucker, Public Works Director Cook, City Engineer Jeff Harrington and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COUNCILORS

Item 3(a): Councilor Nemlowill reported that the Founder and Chief Executive Officer of Craft3, John Berdes, was a friend and mentor who did so much to capitalize the Astoria renaissance. She expressed her deepest condolences to his family and colleagues. She reported that she heard positive feedback from Staff and the community about Parks Maintenance Supervisor Jonah Dart-McLean. The vast properties and facilities managed by the Parks Department makes his job tough. Mr. Dart-McLean deserves praise for doing such a great job. She also thanked the members of the Parks and Recreation Master Plan Citizens Advisory Committee. Each individual brought an important perspective and she hoped the Plan would ease some of the challenges at the Parks Department. The instructors and students of the Clatsop Community College Historic Preservation class did an amazing job leveraging a small amount of grant funds to restore the century old stained glass window at the Ocean View Cemetery Mausoleum. She hoped the City could work with the students more in the future.

Item 3(b): Councilor Herzig reported that he participated in a Red Cross shelter training last weekend. The First United Methodist Church is a designated Red Cross shelter and the training reviewed what would happen if a shelter were to open at the church. While the shelter is in Astoria, the trailer that contains all of the materials and supplies is parked in Warrenton. He had suggested the trailer be parked at the middle school, where other caches have been organized. On Friday, June 24th, he would participate in the Library's after hours program at 6:00 pm, discussing how cultural attitudes towards women informs attitudes towards the LGBTQ population. The event is free and open to the public. His next Meet the Councilor event will be on Saturday, June 25th at noon in the Flag Room of the library.

Item 3(c): Councilor Price reported that only three people attended her last salonical and she thanked the two who were in the audience. The timing was bad as the Lower Columbia Preservation Society meeting, Scandinavian Festival, Astoria Music Festival, and a few other events occurred at the same time. She appreciated the thanks Councilor Nemlowill gave to important members of society and said she would miss Mr. Berdes.

Item 3(d): Mayor Pro Tem Warr said Mr. Berdes was amazing at finding solutions where none seemed to exist. He was a great asset to the community and Craft3. He called for a moment of silence in honor of Mr. Berdes.

CHANGES TO AGENDA

City Manager Estes requested the addition of Regular Agenda Item 7(d): Authorization to Solicit Proposals for a Fuel System Replacement. The agenda was approved with changes.

PRESENTATIONS

Item 5(a): Ocean View Cemetery New GIS Online System

Parks Department staff will update the City Council regarding the status of the new GIS online system for Ocean View Cemetery.

Director Cosby reviewed Staff's efforts to improve the functionality and management of the cemetery, which led to the new GIS system that allows for better identification of the location of gravesites. She described the implementation of the system and the information included in the system. Recreation Coordinator Terra Patterson demonstrated how to access and use the GIS system via the City's website.

Mayor Pro Tem Warr noted that his business is associated with the cemetery and he has used the new GIS system. The system has been a great tool for him and it would also be a good tool for people trying to find loved ones.

Director Cosby confirmed the original records would be archived, likely in the basement of City Hall or at the library.

Councilor Herzig thanked the volunteers who helped input data into the system.

Item 5(b): Bear Creek Dam Seismic Study Results

The City of Astoria's Bear Creek Dam is a 90-foot high concrete gravity dam built in 1912 and raised in 1953. The Oregon Water Resources Department (OWRD) has classified the Dam as a high hazard dam due to the dam's proximity to human population areas downstream. The classification is not a result of the dam's age or condition, but the age and current condition does affect the possibility of failure during a significant seismic event.

In early 2013, the OWRD determined that the City should initiate a seismic failure analysis. A previous study performed 20 years ago did not include sufficient information to determine the actual risk of failure as a result of a Cascadia Subduction Zone earthquake. In September 2013, City Council authorized a contract with Cornforth for the first phase of a geotechnical engineering analyses. This work was completed in March of 2014. The analyses found that geologic conditions were better than previously assumed.

In October 2014, Council authorized an additional contract with Cornforth Consultants for Phase 2 of the study. Phase 2 included the "Seismic Failure Analysis." Their evaluation was completed and the results summarized in a draft report dated June 2015. The evaluation identified uncertainties in foundation conditions of the right (east) abutment that have a large impact on the dam's factor of safety against sliding. In order to address this, the consultant performed an additional geotechnical investigation and the results were favorable. Based on these results, it is anticipated that the State will not require any structural modifications to the dam structure. There will be some additional work at the water system headworks to prevent future dam overtopping events but the costs of these improvements are small compared to the costs that would have been associated with a seismic retrofit of the dam structure. Future projects consist of repair to the main drainage piping for the dam, a probable maximum flow study for the watershed, and a possible future overflow weir to the east of the Bear Creek Reservoir. A final report detailing the study is currently being reviewed by the OWRD State Engineer and will be finalized in the near future. The consultant will be in attendance at the meeting to present the results of the study and to answer any questions.

City Engineer Harrington introduced the consultant team that worked on the engineering studies. He noted the Staff report summarized the costs of this study and grants received to date. He presented background information on the dam, explained the concerns that led to the engineering studies, and described the processes used to conduct the studies.

Keith Mills, State Engineer for OWRD, 725 Summer Street NE, Salem, Oregon, said his department is responsible for the safety of about 930 dams around the state. The Bear Creek Dam has been a concern because it is close to the Cascadia Subduction Zone and prior engineering reports concluded that the dam was not physically stable. Therefore, a special emergency action plan was created for the dam and emergency procedures were reviewed with Svensen residents. His department worked closely with City Staff to choose a qualified consultant that could do a thorough analysis of the dam to assess its risk level.

Gerry Heslin, Cornforth Associates, updated City Council on the engineering study by reviewing background information on the project, outlining the project objectives, presenting the geologic models built to understand the structure of the dam, and reviewing the analysis methods, results, and conclusions of the study.

Engineer Harrington said the community does not have to worry about the dam failing, but damage to the abutments could affect the stability of the dam. Therefore, Staff will repair the valve that drains the dam to prevent possible overflow damage to the abutments. The repair project has been budgeted for this fiscal year and Staff will present a request to authorize a contract for the work, which will cost \$30,000. During the next fiscal year, a maximum flow study will be budgeted to study the largest flood event possible. The new study will be based on better science than the older studies. Staff is currently waiting on the new National Oceanic and Atmospheric Administration (NOAA) guidelines to be published, which will allow the City to design an auxiliary spillway in a low area to the east of the reservoir. Repairing the drainage valve and building an auxiliary spillway will create a failsafe situation.

Councilor Price asked if this report would have any effect on insurance or emergency notification procedures. Engineer Harrington said the emergency action plan created a few years ago is updated annually and the most recent changes would be added during the next update cycle. The earthquake scenario was the biggest concern of all the scenarios included in the plan. However, this study downgrades the earthquake scenario from a number one priority emergency to a lower priority event, making a flood event the top priority in the action plan. Additionally, downstream residents were concerned that tsunami inundation zone signs would lower property values, but the study alleviates the need for such signage.

Councilor Price suggested Staff be cautious about lowering the priority of an earthquake event too much in the plan. There is still some uncertainty about the basalt that the bridge abutments are built into. Signage seems like an easy and cautious way to go. Engineer Harrington explained that Staff wanted to focus on the most important events, not create a climate of fear. He agreed it would be wise to move to higher ground in an earthquake, but did not want people to panic and get hurt trying to evacuate.

Mayor Pro Tem Warr called for public comments.

Chris Farrar, 3023 Harrison Avenue, Astoria, wanted to know the seismic safety factor of the worst one-foot section of the dam.

Engineer Harrington explained that the structural study confirmed some of the concrete samples from the dam could withstand between 4,000 and ,9000 pounds per square inch (psi), noting that new construction must only be strong enough to withstand 3,000 psi. Very strong rock was used in the concrete when the dam was built, so resisting forces are transferred into the rest of the structure.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 6(a) City Council Minutes of 5/2/16
- 6(b) City Council/Library Board Work Session of 5/25/16
- 6(c) Boards and Commission Minutes
 - (1) Historic Landmarks Commission Meeting of 5/17/16**
 - (2) Planning Commission Meeting of 5/24/16
- 6(d) Motor Vehicle Fuel Tax Collection Intergovernmental Agreement (Finance)
- 6(e) Resolution to Close Unnecessary Funds (Finance)

Councilor Herzig requested Item 6(c)(1) be removed for further discussion.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig, to approve Items 6(a), (b), (c)(2), (d), and (e) of the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 6(c)(1): Historic Landmarks Commission Meeting of 5/17/16

Councilor Herzig asked for an update on the plan to place a tiny home on City property. Director Cronin said there had not been any progress on that project since the Historic Landmarks Commission (HLC) meeting.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price, to approve Item 6(c)(1) of the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

REGULAR AGENDA ITEMS

Item 7(a): Resolution Adopting Supplemental Budget for Fiscal Year 2015-2016 (Finance)

ORS 294.473 provides a procedure for a municipality to pass a supplemental budget that adjusts for changes that happen during a fiscal year. The process required by the statute is to advertise a supplemental budget not less than 5 days before a Council meeting. That notice was made. The Council is then required to conduct a public hearing for consideration of the supplemental budgets. Council may consider a resolution that would adopt the supplemental budgets as advertised. The changes created by the supplemental budget to the Fiscal Year 2015-16 budget are as follows:

General Fund

The supplemental budget increases the Community Development Department requirements by a total of \$15,000 and creates an interfund transfer not to exceed \$290,000 to the Parks Operations Fund. These changes will reduce the General Fund Contingency by \$305,000.

This Community Development transfer is required as a result of extra labor required in providing coverage for Community Development Director and Planner duties during transitions in staff for both Community Development Director and Planner. Services were provided by Mike Morgan, as the interim Planner, and former Planner Rosemary Johnson completed ongoing projects and provided training for the Department.

Interfund transfer requirements are discussed in the Parks Operations Fund.

Parks Operation Fund (POF)

The supplemental budget for Parks Operation Fund increases resources and the related requirements in an amount not to exceed \$290,000.

Increased resources are:

- Recognizing \$290,000 transfer from General Fund

Increased requirements occur in the following departments:

Aquatic Center

Anticipated expenses are projected to exceed approved budget amounts by \$75,000.

- Wages are anticipated to exceed budget by approximately \$47,000. Approximately \$35,000 of this increased expenditure is a result of hourly wages increases designed to attract and retain qualified staff. The remainder is as a result of the Aquatic Center Coordinator's departure Mid-May.
- Non-labor expenses are anticipated to exceed budget by approximately \$28,000. These expenses are primarily associated with repair and maintenance of the facility.

Recreation Department

Anticipated expenses are projected to exceed budget in the amount of \$200,000.

- Wages are anticipated to exceed budget by approximately \$153,000. Assistance from Rosemary Johnson and John Goodenberger was required to complete necessary background and to conduct title research for the completion of the Parks Master Plan, which amounted to approximately \$30,000. The remainder accounts for personnel costs required to operate recreational programs.
- Non-labor expenses are anticipated to exceed budget by approximately \$50,000. Late renewal of the Gray School rental agreement and subsequent invoicing for prior year expense in the amount of \$12,000, unforeseen expenses related to repair and maintenance of facilities and increases for program and operating supply costs.

Appropriation authority level of an additional \$15,000 is included in the supplemental budget to provide for unanticipated items not considered in the end of year projections.

Capital Improvement Fund (CIF)

The supplemental budget increases resources and requirements in the amount of \$22,500. New resources offset the additional requirements.

Increased resources are:

- \$22,500 unanticipated revenue received for carbon credit payment.

Increased requirements are:

- Increase to Materials & Services in the amount of \$22,500. Additional expenses related to carbon credit validation and forestry services require additional \$22,500 in Professional Service appropriation.

It is recommended that Council adopt the attached resolution for the supplemental budget.

Mayor Pro Tem Warr opened the public hearing at 8:01 pm and called for public comments on the supplemental budget.

Norma Hernandez, 92335 Young's River Road, Astoria, said she supported the supplemental budget and thanked City Council for considering it. Her heart is with the Parks Department and she hoped Council would consider future efforts to improve what Astoria already has. The Master Plan is a great beginning and the Parks Department needs the money to implement the Plan. The Parks provides services for low-income families that do not have access to those services anywhere else. Scholarships offered to low-income families provide healthy activities. The Parks Department does so much more than just offer swim classes; it helps provide a healthy community. The City wants a community that is healthy, integrated, and inclusive. Many cuts have been made in the past, but in the future, Council should try to bring excellence to the Parks Department because doing so would bring excellence to the city. The funding is necessary to plan for a better future.

Mayor Pro Tem Warr closed the public hearing at 8:04 pm and called for Council discussion and deliberation.

Councilor Price said there is no question that Astoria has a robust and marvelous Parks and Recreation Department that offers a comprehensive range of activities for young and old, rich and poor. She understood the supplemental budget did not really add anything. Every year, a supplemental budget is required for the Parks Department because of the way the financial data accrues. The Parks and Finance Departments have been working towards better budgeting and she did not have problems with this supplemental budget. She has spoken with Staff about the need for quarterly budget summaries that give department heads a better idea of their budgets.

Councilor Nemlowill believed the supplemental budget was evidence that the Parks Department was spread too thin. The City will need to make some tough choices about the facilities and programs that it values the most because current operations are not sustainable. The City must prioritize in order to keep vital services, like the Aquatic Center, viable for the future. None of this is the fault of the current administration, but too many responsibilities were added to the Parks department five years ago. Programs were added as moneymakers for the City, but they are not working. The City will have to partner with other organizations or recruit volunteers to take over some of the services. Unfortunately, these conversations cannot be ignored.

Councilor Herzig thanked Ms. Hernandez for reminding the City to be inclusive in its planning. All City departments need to consider families that cannot afford health club memberships, books, computers, internet access, and all of the things that make a community mentally and physically healthy. The City needs to keep this in mind while planning for the library as well.

Mayor Pro Tem Warr did not believe there was much money in the budget to assist the Parks Department. Since the City cannot substantially increase the budget, services will need to be substantially limited. However, the services the City can provide should be done well. He believed the City should consider the amount of Park property it maintains. In many communities, ball fields are maintained by volunteers. Priorities must be set to make sure the City's services are sustainable into the future.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig to approve the Resolution to Adopt the Supplemental Budget for Fiscal Year 2015-2016. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 7(b): Resolution Transferring Appropriations within a Fund – 17th Street Dock (Finance)

ORS 294.463 provides a procedure for a municipality to transfer appropriations within a fund. As the fiscal year 2015-16 reaches completion, staff has determined two funds require adjustments: the 17th Street Dock Fund and the Building Inspection Fund.

17th Street Dock Fund

At the time the budget was originally appropriated the actual amount of staff time required for maintenance was not anticipated. A transfer of \$2,500 is required between Personal Services and Materials & Services in the 17th Street Dock Fund. Appropriations for Personnel Services in the amount of \$2,500 are being transferred to provide appropriations in the amount of \$4,500. Materials & Services appropriation will be reduced from \$56,500 to \$54,000 and have sufficient appropriations remaining for anticipated expense of \$22,000.

Building Inspection Fund

At the time the budget was originally appropriated the Personal Services included appropriations for full time Building Inspector/Code Enforcement staff. Subsequent to budget adoption, staff left employment and the City has contracted services. A transfer of \$45,000 is required between Personal Services and Professional Services – Material & Services in the Building Inspection Fund. Appropriations for Personal Services will be reduced by \$45,000 resulting in appropriations of \$136,450, which are sufficient for the anticipated annual expenses of \$72,000. Materials & Services appropriation will be increased by \$45,000 to a total of \$ 6,200 to provide sufficient appropriations for unanticipated contract support for building inspection/code enforcement and anticipated annual expense of \$66,200.

It is recommended that Council consider adopting the resolution.

City Manager Estes confirmed this transfer did not meet the threshold that would trigger a public hearing.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price to adopt the Resolution transferring appropriations within the 17th Street Dock Fund and the Building Inspection Fund. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 7(c): Spur 14 Water Line Project – Authorization to Award (Public Works)

The Spur 14 Water Line Project will provide a direct connection to the City's best quality water source. Upon completion, the project will provide better operational control over source water selection, better flow monitoring, reduce maintenance on existing pressure relief valves, and should reduce the level of disinfection byproducts (DBP) in the City's treated water. This will also enhance the City's ability to stay in compliance with recent United States Environmental Protection Agency (USEPA) drinking water regulations.

In May 2016, Council authorized bid advertisement of this project. The following competitive bids were received on June 14, 2016:

<u>Contractor</u>	<u>Bid</u>
Big River Construction Inc.	\$286,007.00
Bill Hughes Excavation	\$312,503.59
Emery & Sons Construction Group	\$313,585.00
Enterprises Northwest Inc. DBA Earthworks Excavation	\$308,838.00

The Engineer's Estimate prepared for the project is \$290,000 including a 10 percent contingency.

Funds are available for this project in the Capital Improvement Fund, FY2016-17 budget. It is recommended that Council authorize staff to award a construction contract to Big River Construction, Inc., for the Spur 14 Water Line Project in the amount of \$286,007.00.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig to authorize staff to award a construction contract to Big River Construction, Inc., for the Spur 14 Water Line Project in the amount of \$286,007.00. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 7(d): Authorization to Solicit Proposals for a Fuel System Replacement

This item was added during Item 4: Changes to the Agenda.

City Manager Estes explained that the City currently uses a fuel delivery system comprised of three underground fuel tanks located at the Public Works yard off 30th Street. The tanks were installed in 1978 and have exceeded the end of their service life. Replacing the existing fuel system with a new set of above ground fuel tanks and updating components is the most cost effective and sustainable way to continue providing fuel to the City of Astoria fleet of vehicles. The new system would include two new above ground tanks. As part of this proposal, the existing tanks would be removed. A total amount of \$220,000 for this project was budgeted in the Capital Improvement Fund for the next fiscal year. Staff would like the project to be complete within the next fiscal year, so authorization to solicit proposals is needed now. Staff recommended Council authorize Staff to solicit proposals for the fuel system replacement project.

Councilor Herzig asked what seismic reinforcements were planned for the above ground tanks. He also wanted to know if the tanks could be moved if the Public Works Department changed locations. Director Cook said the tanks would be placed on and bolted to a concrete foundation. In order to transport the tanks, the bolts simply need to be removed.

Councilor Herzig was concerned the cement slab would sink into the ground if liquefaction were to occur during a seismic event. Engineer Harrington did not believe building the slab to withstand a Cascadia event would be cost effective.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price to authorize staff to solicit proposals for the fuel system replacement project. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

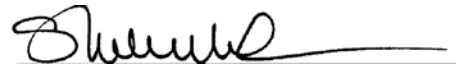
NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)

David Oser, 254 W Irving, Astoria, thanked the City Council for such kind remarks about Mr. Berdes. As Chief Financial Officer at Craft3, he agreed that Mr. Berdes was an inspirational and visionary leader that would be greatly missed. He would pass Council's remarks on to everyone at Craft3. Mr. Berdes loved Astoria and Craft3 is as committed to Astoria as he was.

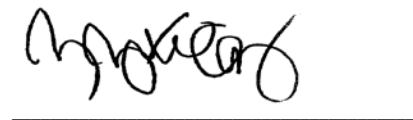
ADJOURNMENT

There being no further business, the meeting was adjourned at 8:21 pm to convene the Astoria Development Commission meeting.

ATTEST:


Secretary

APPROVED


City Manager