



# AGENDA

## ASTORIA CITY COUNCIL

November 17, 2014  
7:00 p.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. **PRESENTATIONS**
  - (a) Parks CHIP-in Program
6. **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 10/20/14
  - (b) City Council Special Meeting Minutes of 10/27/14
  - (c) Resolution Appropriating Funds for Street End Grant Match (Finance)
  - (d) Authorization for a Nike, Inc., Grant Application to Provide Fitness Tracking for Astoria Parks and Recreation Wellness Challenge Participants (Parks)
7. **REGULAR AGENDA ITEMS**
  - (a) Resolution Scheduling Public Hearing regarding Vacation of the 1700 Block of Duane Street (Public Works)
  - (b) Authorization to Solicit Proposals – CSO Monitors (Public Works)
  - (c) Resolution Transferring Public Works Funds and Combined Sewer Overflow (CSO) Monitor Allocation (Finance)
  - (d) Transfer of John Warren Field to Columbia Memorial Hospital (Community Development)
  - (e) 2014 Street End Bridge Repair Project Construction Contract Award (Public Works)
8. **NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)**
  - (a) Change Second Meeting Dates in January and February, 2015 (City Council)
9. **EXECUTIVE SESSION**
  - (a) ORS 192.660(2)(h) – Legal Counsel

**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.**



CITY OF ASTORIA  
Founded 1811 • Incorporated 1856

November 14, 2014

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF NOVEMBER 17, 2014

**PRESENTATIONS**

**Item 5(a): Parks CHIP-in Program**

Parks and Recreation Director Angela Cosby will make a presentation reviewing the implementation and first year of the Citizens Helping Improve Parks (CHIP-in) volunteer program and also give a brief overview of next year's scheduled activities.

**CONSENT CALENDAR**

**Item 6(a): City Council Minutes of October 20, 2014**

The minutes of the City Council meeting of October 20, 2014 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 6(b): City Council Special Meeting Minutes of October 27, 2014**

The minutes of the City Council meeting of October 20, 2014 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 6(c): Resolution Appropriating Funds for Street End Grant Match (Finance)**

At the Council meeting of September 15, 2014 staff presented a grant proposal in the amount of \$8,353,000 from the Oregon Department of Transportation (ODOT) to replace the street end structures between 6<sup>th</sup> and 11<sup>th</sup> Streets along the Riverwalk. A provision of the grant is that the City provide a match of \$857,853. The preliminary engineering cost for the project is \$2,006,000. The City's match for this phase of the project is \$206,016. The proposal discussed and accepted at the September 15, 2014 Council meeting is that the City would provide \$206,016 from the Promote Astoria Fund (PAF) to initiate the engineering process and that \$103,008 would be repaid to the PAF from Surface Transportation Funds (STP),

when STP proceeds are available. The PAF budget for FY 2014-15 did not anticipate this expenditure. The attached resolution allocates \$206,020 from the Ending Fund Balance of the PAF to Capital Outlay-Improvements Other than Buildings. The \$206,016 amount has been rounded up for accounting purposes. It is recommended that Council consider approving the attached resolution that allocates \$206,020 of the Promote Astoria Fund (as earlier approved by Council) to the Capital Outlay-Improvements Other than Buildings for the purpose of a grant match for engineering design for the street end structures from 6<sup>th</sup> to 11<sup>th</sup> Streets.

**Item 6(d): Authorization for a Nike, Inc., Grant Application to Provide Fitness Tracking for Astoria Parks and Recreation Wellness Challenge Participants (Parks)**

Nike, Inc., institutes a grant application process for all product donation requests. Nike supports innovative ways to encourage sport as a means to make positive changes in the world. The annual City of Astoria Wellness Challenge program is a nine week program that encourages interested individuals to become active and healthy through fitness and nutrition. Individuals pay \$90 to participate and receive health screenings, exercise and nutrition classes with registered dietitians and fitness experts, as well as prize drawings. 2014's Wellness Challenge had 20 participants. The Parks and Recreation Department is requesting authorization to apply for a Nike product donation of 40 Nike+ Fuelband SEs in the amount of approximately \$3,960. The Fuelbands will allow participants to visibly track their daily steps, track the intensity of their workouts, and enables sleep tracking. It will also allow participants to encourage each other through online forums through Nike+ groups. Astoria Parks and Recreation hopes to receive the grant to encourage even more participation in the Wellness Challenge for 2015. It is recommended that City Council approve the application for the Nike Product Donation of 40 Nike+ Fuelband SE's in the amount of \$3,960.

**REGULAR AGENDA ITEMS**

**Item 7(a): Resolution Scheduling Public Hearing Regarding Vacation of the 1700 Block of Duane Street (Public Works)**

On December 2, 2013, the City vacated a portion of the 1700 Block of Duane Street adjacent to the Columbia River Maritime Museum (CRMM) storage area at 1777 Marine Drive. At that time, there was discussion concerning possible vacation of the remaining west portion of Duane Street that is adjacent to the Maritime Texaco Station property at 1701 Marine Drive and the Moose Lodge at 420 17<sup>th</sup> Street. Subsequently, staff met with representatives of both the Maritime Texaco Station and the Moose Lodge concerning the possible vacation of the portion of Duane Street adjacent to their properties. Both parties expressed interest and have submitted applications to the City.

The proposed vacation would provide the Maritime Texaco Station with a 10' x 100' portion of the street, as previous owners acquired the 20' x 100' section of the street in 1944. The Moose Lodge would acquire a 30' x 100' portion of the right-of-way. Staff has reviewed the request and has determined that the area to be

vacated does not appear to have any future potential as an access route; however, staff believes it would be in the best interest of the City to reserve easement rights on the vacated area for any existing and/or potential future utilities. It is recommended that the City Council adopt the attached resolution of intent to hold a public hearing concerning the potential vacation of a portion of the Duane Street right-of-way.

**Item 7(b): Authorization to Solicit Proposals – CSO Monitors (Public Works)**

The City of Astoria's Combined Sewer Overflow (CSO) Control Program will continue to control overflows to Youngs Bay and the Columbia River through a series of projects over the next 8 years, as required by the Oregon Department of Environmental Quality (DEQ). CSO work to date has controlled overflows at 24 of the City's 38 combined sewer outfalls. Phase 4 of the 5-phase CSO Program is currently underway. Phase 4 is scheduled to control 11 outfalls that discharge to the Columbia River. The City is required by the DEQ to monitor outfalls that have been controlled as a result of CSO projects in order to demonstrate compliance with mandated control requirements.

Currently, the City performs CSO compliance monitoring using pressure sensor type monitors. Pressure sensors report the presence and depth of liquid based on the pressure detected by a submerged sensor. This information is recorded on a data logger and transmitted remotely via cell phone transmission to a hosted website. Although the current system of monitoring has been adequate, there are increasing deficiencies, which include inconsistent reliability, escalating staff time for maintenance, and circuit board problems. It is apparent that many of the existing monitors are at the end of their useful life and replacement parts are unavailable because the equipment is obsolete. It is important to replace the monitors to meet regulatory requirements, and equally important to invest in monitors for outfalls that have yet to be controlled for scoping of future projects. Monitor data will be used to calibrate the hydraulic/hydrologic model and give technical experts the best information for developing the most cost effective project scope. The investment in monitors and reliable data now will reduce the cost of projects later because they can be appropriately scoped. The estimated cost of the upgraded flow monitors and accompanying equipment is \$200,000. There are funds budgeted in the Public Works Improvement Fund for this project. It is recommended that Council authorize the solicitation of proposals for CSO monitors including purchase and installation.

**Item 7(c): Resolution Transferring Public Works Funds and Combined Sewer Overflow (CSO) Monitors Allocation (Finance)**

The CSO monitoring system has been installed location by location over the past 10 years. The monitoring requires devices that transmit data remotely to a hosted website using cell phone technology. AT&T has provided the cell phone service from the beginning of this function. City staff has been informed that AT&T is abandoning its 2G service. A second aspect of the situation is that the current technology is obsolete and replacement parts are not available when devices need

repair. These two factors have led to a need to replace the current system with updated technology. Staff is proposing to allocate \$200,000 of resources in the Public Works Improvement Fund (PWIF) to replace the devices of the current system. The FY 2014-15 budget anticipated a transfer from the Public Works Fund (PWF). The specific amount that could be transferred could not be determined until the end of FY 2013-14. \$400,000 is proposed to be transferred to support the requirements of the PWIF. The PWF supports the day-to-day operations and maintenance of the City's Public Works infrastructure. The PWIF is reserved for major capital repair and replacement of that infrastructure, including debt service on long term improvements. Transfers to the PWIF from the PWF have been made over the years in support of capital needs. The attached resolution transfers \$400,000 of resources from the PWF to the PWIF and allocates \$200,000 of PWIF resources for the purchase of sewer monitoring devices. It is recommended that Council consider adopting the attached resolution that would transfer \$400,000 from the Public Works Fund to the Public Works Improvement Fund and allocates \$200,000 for the purchase the CSO monitor devices.

**Item 7(d): Transfer of John Warren Field to Columbia Memorial Hospital (Community Development)**

On December 16, 2013, the City entered into a Four Party Agreement with Columbia Memorial Hospital (CMH), Astoria School District, and Recology Western Oregon enabling the construction of the new sports complex at the City's landfill area for the School District, closure of the City's landfill, and transfer of John Warren Field to CMH to facilitate expansion of CMH in that area. Construction of the sports complex was recently completed. The Agreement stipulates that upon satisfactory completion of the sports complex, the City and School District will transfer ownership of John Warren Field to CMH. The Field is currently owned by the School District but includes a "reversionary clause" that states the property reverts to City ownership if the School District no longer uses the property. Therefore, the deed will include signatures of both the City and School District for the transfer. The draft deed has been reviewed by the School District's attorney. The transfer of John Warren Field property is for consideration other than cash as identified in the Agreement and, therefore, there will be no cash payment to the City for the property. The attached Warranty Deed has been prepared by City Attorney Blair Henningsgaard for transfer of the property to CMH. It is recommended that the City Council authorize the Mayor to sign the deed transferring ownership of the property located at 1905 Exchange Street to Columbia Memorial Hospital.

**Item 7(e): 2014 Street End Bridge Repair Project Construction Contract Award (Public Works)**

The City of Astoria has six timber street end structures at the north ends of 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> Streets that are inspected annually by the Oregon Department of Transportation (ODOT) Bridge Department. ODOT inspects the structures and makes recommendations for repair that will permit the structures to remain open.

Without the recommended repairs, the structures may be recommended for closure to vehicular traffic by ODOT inspectors. Compliance with the ODOT recommendations has assisted the City in obtaining Federal Bridge replacement funds through the State Transportation Improvement (STIP) program.

The most recent inspections identified repair work needed at 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> Streets. Staff solicited quotes for this work and received the following two responses:

<b>Contractor</b>	<b>Total Quote</b>
Bergerson Construction	\$24,862.00
Columbia Dock Works	\$27,535.00

Staff is recommending a project contingency of \$5,000 for additional work that may be required once repairs are under way. Project cost is estimated to be \$30,000. It is proposed that funds be allocated from the following sources:

- Promote Astoria fund \$15,000
- Streets Division, Public Works Fund \$15,000

It is recommended that Council authorize award of a contract to Bergerson Construction in the amount of \$24,862 for the 2014 Street End Bridge Repair Project.

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

**Item 8(a): Change Second Meeting Dates in January and February, 2015 (City Council)**

Astoria City Hall will be closed on Monday, January 19, 2015 for Martin Luther King, Jr., Day, and Monday, February 16, 2015 for Presidents' Day; therefore, the second meeting dates in January and February will need to be changed.

#### **EXECUTIVE SESSION**

**Item 9(a): ORS 192.660(2)(h) – Legal Counsel**

The City Council will recess to executive session to consult with counsel concerning legal rights and duties regarding current litigation or litigation like to be filed.



# **AGENDA**

## **ASTORIA DEVELOPMENT COMMISSION**

**November 17, 2014**

**Immediately Follows City Council Meeting**

**2<sup>nd</sup> Floor Council Chambers**

**1095 Duane Street · Astoria OR 97103**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. REPORTS OF COMMISSIONERS**

**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 Astoria Development Commission 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) ADC Minutes of 10/20/14**

**6. REGULAR AGENDA ITEMS**

**(a) Transfer of Exchange Street Residence to Columbia Memorial Hospital (Community Development)**

**(b) Duane Street Sidewalk Infill Project – Authorization to Award (Public Works)**

**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.**



CITY OF ASTORIA

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November 14, 2014

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ADC MEETING OF NOVEMBER 17, 2014

**CONSENT CALENDAR**

**Item 5(a): ADC Minutes**

The minutes of the ADC meeting of October 20, 2014 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

**REGULAR AGENDA ITEMS**

**Item 6(a): Transfer of Exchange Street Residence to Columbia Memorial Hospital (Community Development)**

In 2008, the Astoria Development Commission (ADC) amended the Astor-East Urban Renewal Plan to authorize the purchase of a residence located at 1829 Exchange Street. The Plan amendment stated that *"The intent of the Development Commission is to acquire the property and hold it for future clearance and redevelopment, either by public or private parties, in conjunction with adjacent properties. . ."*, and on December 15, 2008, the ADC authorized Chairman Van Dusen to sign the purchase agreement to acquire the residence from Clatsop Community College. As an interim use, the City has maintained the building as a low income housing rental since the purchase. The transfer of the residence to Columbia Memorial Hospital (CMH) was included as part of the four-party Agreement enabling the construction of the new sports complex at the City's solid waste disposal area for the School District. The transfer will help facilitate the proposed CMH expansion. The transfer of the property is for consideration other than cash as identified in the Agreement and, therefore, there will be no cash payment to the ADC for the property. A Warranty Deed has been prepared by City Attorney Blair Henningsgaard for transfer of the property to CMH. It is recommended that the Astoria Development Commission authorize the Chairman to sign the deed transferring ownership of the property located at 1829 Exchange Street to Columbia Memorial Hospital.



**Item 6(b): Duane Street Sidewalk Infill Project – Authorization to Award (Public Works)**

At the October 20, 2014 Astoria Development Commission meeting, the Commission authorized Staff to solicit quotes for the Duane Street Sidewalk Infill Project. The project will provide sidewalk, transit, and ADA improvements on the north side of Duane Street between 16<sup>th</sup> and 17<sup>th</sup> Street. Several smaller areas of sidewalk infill and replacement will be completed on 17<sup>th</sup> Street between Duane Street and Marine Drive. Funding for the Duane Street Sidewalk Infill Project is recommended to come from the Astor-East Urban Renewal District. Staff used the informal Request for Quotes (RFQ) and the following quotes were received:

<b>Contractor</b>	<b>Total Quote</b>
<b>Big River Construction</b>	<b>\$20,832.00</b>
North Pacific Excavation	\$24,768.47
TFT Construction, Inc.	\$29,274.80
Clean Sweep Maintenance	\$29,486.48

It is recommended that the Astoria Development Commission authorize award of a construction contract to Big River Construction in the amount of \$20,832.00.