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# AGENDA

## ASTORIA CITY COUNCIL MEETING

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November 18, 2013  
7:00p.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) Waiver of Downtown Overtime Parking During the Holiday Season
6. **PROCLAMATIONS**
  - (a) Oregon State Police Lt. Duane Stanton – Retirement
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 10/21/13
  - (b) Boards and Commission Minutes
    - (1) Library Board Meeting of 10/22/13
  - (c) Oregon Library Association, Oregon Reads 2014 Mini-Grants (Library)
8. **REGULAR AGENDA ITEMS**
  - (a) Liquor License Application from Donald Patterson, Renay Patterson and Krista Patterson, dba Astoria Mini Mart East, Located at 2264 Marine Drive, for a New Outlet for a Limited On-Premises Sales License and Off-Premises Sales with Fuel Pumps License (Finance)
  - (b) Connect Oregon V Grant Application for Restoration of Riverwalk and Trolley Corridor Between 11<sup>th</sup> and 12<sup>th</sup> Streets (Public Works)
  - (c) Public Hearing and Ordinance for Proposed Vacation of a Portion of Duane Street Right-of-Way (1<sup>st</sup> reading) (Public Works)
  - (d) Acceptance of Easements and Extinguishment of an Existing Easement in the 2100 and 2200 Blocks of Marine Drive Near the Columbia River Maritime Museum Barbey Maritime Center (Former Train Depot) (Community Development)
  - (e) Sale of City Property (Public Works)
  - (f) ODOT Intergovernmental Agreement Amendment No. 1 – 19<sup>th</sup> Street and Irving Avenue Bridge Replacement (Public Works)
  - (g) Libraries ROCC, Rural Outreach to Clatsop County, Year 4 LSTA Grant Project Number 13-30-1p – Consideration of Contract with RMA, Ruth Metz Associates (Library)
9. **NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)**

<p><b>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.</b></p>
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November 14, 2013

MEMORANDUM

TO: ASTORIA CITY COUNCIL

FROM:  PAUL BENOIT, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF NOVEMBER 18, 2013

**PRESENTATIONS**

**Item 5(a): Waiver of Downtown Overtime Parking During the Holiday Season**

Alana Garner, Executive Director for the Astoria Downtown Historic District Association (ADHDA), is requesting that the City Council implement a waiver of overtime parking for the upcoming holiday season from Thanksgiving Day, November 28, 2013 through Wednesday, January 1, 2014. The intention is for no enforcement of overtime parking in the downtown, which includes the Heritage Square parking lot, as well as on-street parking; however, tickets will still be written for other violations in the Parking District, including parking by downtown employees within the District.

**PROCLAMATIONS**

**Item 6(a): Oregon State Police Lieutenant Duane Stanton Day**

The Mayor will proclaim November 18, 2013 as Lieutenant Duane Stanton Day in honor of the Lieutenant's retirement in December 2013.

**CONSENT CALENDAR**

**Item 7(a): City Council Minutes**

The minutes of the City Council meeting of October 21, 2013 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**Item 7(b): Boards and Commissions Minutes**

The minutes of the (1) Library Board meeting of 10/22/13 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

**Item 7(c): Oregon Library Association, Oregon Reads 2014 Mini-Grants (Library)**

The Astoria Public Library is one of 28 libraries eligible to receive a \$750 grant to celebrate the centennial of the birth of Oregon poet William Stafford. The grant will be made from the Starseed Foundation, through the Oregon Library Association. Due to time constraints, this grant application has already been submitted. It is recommended that Council authorize the submittal and accept the grant if awarded.

**REGULAR AGENDA ITEMS**

**Item 8(a): Liquor License Application from Donald Patterson, Renay Patterson and Krista Patterson, dba Astoria Mini Mart East, Located at 2264 Marine Drive, for a New Outlet for a Limited On-Premises Sales License and Off-Premises Sales with Fuel Pumps License (Finance)**

A Liquor License Application has been filed by Donald Patterson, Renay Patterson and Krista Patterson, doing business as Astoria Mini Mart East located at 2264 Marine Drive. The application is for a New Outlet for a Limited On-Premises Sales License and Off-Premises Sale with Fuel Pumps License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

**Item 8(b): Connect Oregon V Grant Application for Restoration of Riverwalk and Trolley Corridor Between 11<sup>th</sup> and 12<sup>th</sup> Streets (Public Works)**

The Oregon Department of Transportation (ODOT) has recently started the process for accepting Connect Oregon V grant applications. The City previously received a \$3.8 million Connect Oregon III grant for the 17<sup>th</sup> Street Dock Replacement project. This year the Connect Oregon V grant has been expanded to include bicycle and pedestrian elements. Applications are due at the end of November.

If authorized by City Council, staff will prepare a grant application for a project that includes restoration of the Riverwalk and Trolley corridor between 11<sup>th</sup> and 12<sup>th</sup> Streets. It is anticipated that should the grant be funded, this project would create an environment that is user friendly to all of the existing modes of transportation. The design intention will include a multi-modal facility that encourages alternative modes of transportation including pedestrians, bicycles, trolley transportation and vehicles in an effort to relieve traffic on State Highway 30. Additionally, a public involvement component would be included in the design process to gain input from citizens and all stakeholders. We also anticipate that this first phase will set the theme for the remaining segments of the corridor east to the Maritime Museum area. It is recommended that Council approve submission of the 2013 Connect Oregon V grant application to the Oregon Department of Transportation.

**Item 8(c): Public Hearing and Ordinance for Proposed Vacation of a Portion of Duane Street Right-of-Way (1<sup>st</sup> reading) (Public Works)**

The Astoria Development Commission is currently working on acquisition of real property located at 1636 Exchange Street (Armory Building) and the adjacent parking lot at the 1600 Block Duane Street owned by the Columbia River Maritime Museum. To facilitate the acquisition, the City needs to vacate a portion of Duane Street between 17<sup>th</sup> and 18<sup>th</sup> Streets. The right-of-way is 40 feet in width with the north 20 feet being previously vacated. The previous 20 foot wide vacation was for a full block while the current request is for the easterly 200 feet of the block. Staff has determined that the area to be vacated does not appear to have any future potential as an access route, but believes an easement should be established for future utilities. Since this vacation has been initiated by the City, there is no assessment required and the vacated portion of the right-of-way will revert back to the adjacent property owners. At their meeting on November 4, 2013, the Astoria City Council acted to schedule a public hearing on the proposed street vacation on November 18, 2013, at 7:00 p.m. It is recommend the Astoria City Council conduct the scheduled public hearing and first reading of the ordinance to vacate a portion of the Duane Street right-of-way.

**Item 8(d): Acceptance of Easements and Extinguishment of an Existing Easement in the 2100 and 2200 Blocks of Marine Drive Near the Columbia River Maritime Museum Barbey Maritime Center (Former Train Depot) (Community Development)**

At the October 7, 2013 Astoria Development Commission (ADC) meeting, an amendment to the Astor-East Urban Renewal Plan was approved which gave the ADC the authority to acquire real property located at 1636 Duane Street and the adjacent parking lot at the 1600 Block Duane Street. This property is commonly known as the Astoria Armory and an adjacent parking lot, both owned by the Columbia River Maritime Museum (CRMM). As part of the negotiated terms associated with the acquisition of the property, the ADC (acting on behalf of the Astor-East Urban Renewal District AEURD) would transfer ownership of a portion of the AEURD-owned property east of the CRMM Barbey Maritime Center (former Train Depot). While transferring the property to the CRMM, the ADC would retain ownership of the remaining portion of the parcel. Therefore, the ADC will need to retain an access/egress and utility easement through the property being transferred to allow future access to the parcel the ADC is retaining. In addition to the easement on the property being transferred, an additional easement is required to provide access across CRMM owned property south of the Barbey Maritime Center from the City right-of-way at 20th Street to the proposed easement on the property being transferred. This easement would replace an existing easement located on the south portion of the CRMM lot. Since both of these easements are also for utilities, they would also be granted to the City of Astoria.

It is recommended that the Astoria City Council approve the following:

1. Accept an access/egress and utility easement from the Astor-East Urban Renewal District on the property located east of the Barbey Maritime Center located at the 2200 Block Marine Drive property.
2. Accept the access/egress and utility easement from the Columbia River Maritime Museum across CRMM owned property south of the Barbey Maritime Center from the City right-of-way at 20th Street to the proposed easement on the property being transferred.
3. Approve extinguishment of the existing 25' wide easement on the south side of the Barbey Maritime Center located at the 2200 Block Marine Drive property.

**Item 8(e): Sale of City Property (Public Works)**

A PowerPoint presentation of the property sale program, a list of Frequently Asked Questions (FAQ), a map of all City-owned properties, a map and list of the 37 properties offered for sale, and a list of those properties on which offers have been made will be presented. It is recommended that Council consider affirming the proposed process for sale of excess property and the marketing of the 37 parcels identified. If that approval is given, staff, at the December 4, 2013 Council meeting, will present the offers received to date, provide additional detail as to the exact location to facilitate site visits, and request that a date be set for a public hearing.

**Item 8(f): ODOT Intergovernmental Agreement Amendment No. 1 – 19<sup>th</sup> Street and Irving Avenue Bridge Replacement (Public Works)**

The Irving Avenue Bridge near 19<sup>th</sup> Street is a steel structure built in 1946. This bridge serves as part of an alternate route for State Highway 30 and provides access to downtown for residents on the east side of Astoria. The bridge is showing signs of significant deterioration and has required emergency repairs to keep it functional. On July 19, 2010, Council approved staff's request to enter into an Intergovernmental Agreement with ODOT to secure funding through the Highway Bridge Program (HBP) for the replacement of the 19<sup>th</sup> Street and Irving Avenue Bridge. The engineering contract was awarded to David Evans and Associates (DEA) and design is currently 60% complete. Construction is scheduled to begin in summer 2014. During design, it became apparent that the City waterline needs to be replaced as part of this project. This was not included in the original scope of work. DEA estimates that the design fee will be \$63,000 and construction \$165,000. Project cost will increase by \$228,000. The City will be responsible for 10.27% of this amount, or \$23,416. Amendment No. 1 also includes an additional \$10,000 for vegetation removal. This work will be done under a separate contract administered by City staff and completed before February 2014. Vegetation removal is eligible for reimbursement so the City will be responsible for 10.27% of the cost, or \$1,027.

The total additional project costs included in this amendment will increase the City's contribution to the project by \$24,444. It is recommended that Council authorize Amendment No. 1 to the Intergovernmental Agreement with ODOT for the 19<sup>th</sup> Street and Irving Avenue Bridge Replacement project to increase the total project cost by \$238,000.

**Item 8(g): Libraries ROCC, Rural Outreach to Clatsop County, Year 4 LSTA Grant Project Number 13-30-1p – Consideration of Contract with RMA, Ruth Metz Associates (Library)**

The Astoria and the Seaside public libraries have been cooperating in an LSTA (Library Services and Technology Act) grant since 2010. Libraries ROCC is designed to extend library services to the children of Clatsop County, which is unserved by tax supported library services. A fourth year of grant funding to extend this work through June 30, 2014 has been awarded and accepted by Council. The contract with Ruth Metz Associates, RMA, is to provide needed administrative and planning services. Staff believes it to be in the best interests of the City to exempt this contract from the standard competitive bid process and directly appoint RMA. Findings of facts are provided. It is recommended that Council adopt the findings that authorize the direct appointment process and, if findings are adopted, award a contract with Ruth Metz Associates not to exceed \$50,300.

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# **AGENDA**

## **ASTORIA DEVELOPMENT COMMISSION MEETING**

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**November 18, 2013**  
**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 10/7/13
- 6. REGULAR AGENDA ITEMS**  
(a) Transfer of Property East of Columbia River Maritime Museum (CRMM) Barbey Maritime Center (Former Train Depot) at 2200 Block Marine Drive from the Astor-East Urban Renewal District to CRMM (Community Development)

**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.**



November 14, 2013

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)

FROM:  PAUL BENOIT, CITY MANAGER

SUBJECT: ASTORIA DEVELOPMENT COMMISSION (ADC) MEETING OF NOVEMBER 18, 2013

**CONSENT CALENDAR**

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

The minutes of the City Council meeting of October 7, 2013 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

**REGULAR AGENDA ITEMS**

**Item 6(a): Transfer of Property East of Columbia River Maritime Museum (CRMM) Barbey Maritime Center (Former Train Depot) at 2200 Block Marine Drive from the Astor-East Urban Renewal District to CRMM (Community Development)**

At the October 7, 2013 ADC meeting, an amendment to the Astor-East Urban Renewal Plan was approved which gave the ADC the authority to acquire real property located at 1636 Duane Street and the adjacent parking lot at the 1600 Block Duane Street. This property is commonly known as the Astoria Armory and an adjacent parking lot, both owned by the Columbia River Maritime Museum (CRMM). As part of the negotiated terms associated with the acquisition of the property, the ADC (acting on behalf of the Astor-East Urban Renewal District AEURD) would transfer ownership of a portion of the AEURD-owned property east of the CRMM Barbey Maritime Center (former Train Depot). While transferring the property to the CRMM, the ADC would retain ownership of the remaining portion of the parcel. Therefore, the ADC will need to retain an access/egress and utility easement through the property being transferred to allow future access to the parcel the ADC is retaining. In addition to the easement on the property being transferred, an additional easement is



required to provide access across CRMM owned property south of the Barbey Maritime Center from the City right-of-way at 20th Street to the proposed easement on the property being transferred.

It is recommended that the Astoria Development Commission approve the following:

1. Authorize Chairman Van Dusen to sign the Bargain and Sale Deed to transfer the property located east of the Barbey Maritime Center located at the 2200 Block Marine Drive and retain an access/egress and utility easement on the property.
2. Accept the access/egress and utility easement from the Columbia River Maritime Museum across CRMM owned property south of the Barbey Maritime Center from the City right-of-way at 20th Street to the proposed easement on the property being transferred.
3. Grant an access/egress and utility easement to the City of Astoria on the property located east of the Barbey Maritime Center located at the 2200 Block Marine Drive property.