



AGENDA

ASTORIA CITY COUNCIL

Tuesday, February 16, 2016

7:00 p.m.

2nd Floor Council Chambers

1095 Duane Street · Astoria OR 97103

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **REPORTS OF COUNCILORS**

4. **CHANGES TO AGENDA**

5. **PRESENTATIONS**

- (a) Shirley Krepky 25 Year Service Pin (Police)
- (b) Columbia River Estuary Study Taskforce (CREST)

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 1/19/16
- (b) City Council Work Session Minutes of 1/12/16
- (c) Intergovernmental Agreement (IGA) Between the Cities of Astoria, Seaside and Warrenton for Cooperation in the Provision of Library Services (Library)
- (d) Astoria Senior Center Renovation Project Construction Contract Amendment #5 (Public Works)
- (e) Authorization to Purchase Pickup Truck (Public Works)

7. **REGULAR AGENDA ITEMS**

All agenda items are open for public comment following deliberation by the City Council. Rather than asking for public comment after each agenda item, the Mayor asks that audience members raise their hands if they want to speak to the item and they will be recognized. In order to respect everyone's time, comments will be limited to 3 minutes.

- (a) Ordinance of the City of Astoria Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer and Referring Ordinance (2nd reading & adoption) (Police)
- (b) Resolution Approving Referral to the Electors of the City of Astoria the Question of Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer within the City (Police)

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

9. **EXECUTIVE SESSION**

- (a) ORS 192.660(2)(i) – Performance Evaluations of Public Officers and Employees

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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February 11, 2016

M E M O R A N D U M

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF FEBRUARY 16, 2016

PRESENTATIONS

Item 5(a): Shirley Krepsy 25 Year Service (Police)

Police Department Communications Operator Shirley Krepsy will be presented with her 25 year service pin.

Item 5(b): Columbia River Estuary Study Taskforce (CREST)

The Columbia River Estuary Study Taskforce (CREST) is a local non-profit, membership-based organization known as a Council of Governments (COG) that provides a variety of services to local governments along the North Coast. Members include cities, counties and ports. The City of Astoria pays annual dues to CREST in exchange for having technical experts do aspects of development review, such as wetland and riparian areas, in water projects, and habitat restoration projects. Denise Lofman, the Executive Director of CREST, will provide an overview of the organization and their activities in Astoria.

CONSENT CALENDAR

Item 6(a): City Council Minutes

The minutes of the City Council meeting of January 19, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(b): City Council Work Session Minutes

The minutes of the City Council meeting of January 12, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(c): Intergovernmental Agreement (IGA) Between the Cities of Astoria, Seaside and Warrenton for Cooperation in the Provision of Library Services (Library)

Since 2010, the City of Astoria has participated in Libraries ROCC! Rural Outreach to Clatsop County. Partners and collaborators include the school districts of Astoria, Jewell, Knappa, Seaside and Warrenton, the Northwest Regional Education Service District, Clatsop County, and the public libraries of Astoria, Seaside, and Warrenton. Libraries ROCC activities include library cards for all children ages birth to nineteen, a collaborative countywide summer reading program, and courier service between the Seaside, Warrenton and Astoria libraries. The Library Directors of the Seaside, Warrenton and Astoria libraries leverage the work of the past six years by seeking community and corporate donations to support ROCC library cards and summer programs and to establish an endowment fund. The financial impact of this IGA for the City of Astoria is estimated at \$850 a year for mileage and staff time to continue courier service. Courier service enables the libraries to continue sharing collections. This cost may be reduced if a grant paid Outreach Coordinator is able to assist with courier service. The current IGA expires April 30, 2016. Attached is a new IGA to continue participation. Any party may discontinue participation with a 90 day notice. This IGA is to be reconsidered in five years and has been reviewed and approved as to form by City Attorney Henningsgaard. It is recommended that Council approve and authorize the City Manager and Mayor to sign the Intergovernmental Agreement between the Cities of Astoria, Seaside and Warrenton for Cooperation in the Provision of Library Services.

Item 6(d): Astoria Senior Center Renovation Project Construction Contract Amendment #5 (Public Works)

In July of 2015 the City Council approved a contract with Skyward Construction, Inc., for the Astoria Senior Center Renovation Project in the amount of \$1,455,157.00. A construction contingency of approximately 10% of the construction contract was set aside outside of the construction contract for any unforeseen circumstances that may arise during the project. As is with any remodeling project of the building circa 1947 it is anticipated unforeseen items will emerge during the renovation process. Prior to this current contract amendment #5, the previously approved contract amendments #1, #2, #3 and #4 were in the amount of \$37,539.09. Contract amendment #5 is related to the need to (1) replace the interior wood trim at the main entrance, repair the main entrance door lock, install power and an override switch for the main entrance door, install shelving in the coat and janitor closets, refinish the entire existing concrete interior North wall to receive the final paint at a combined cost of \$4,818.95; (2) furnish and install casework cabinet locks at the Senior Center Manager's request to secure the cabinets at a cost of \$1,467.11; (3) furnish and install service lights in the basement at a cost of \$1,787.70. To date Contract Amendments #1, #2, #3, #4 and #5 would utilize \$42,315.14 of the \$145,515.70 of the contingency. It is recommended that the City Council approve the contract amendment #5 in the amount of \$8,073.76 which will amend the

construction contract for the Astoria Senior Center Renovation Project with Skyward Construction, Inc. in the total amount of \$1,500,769.85.

Item 6(e): Authorization to Purchase Pickup Truck (Public Works)

The Public Works Department requested a quote for the purchase of a Ford F-150 4x4 pickup truck. If approved, the new vehicle will replace two older Jeep vehicles currently used by the City Public Works Director and City Engineer. Public Works Administration and Engineering Division currently have four older Jeeps in their fleet. The two newest of the four will be retained for use by the Engineering Technicians and the new pickup truck will be shared by the Public Works Director and City Engineer. This will reduce annual maintenance costs and will also provide a vehicle for on-site visits and travel out of the area. A quote of \$26,996.00 was received from Power Ford, a State purchasing contractor. The State purchasing program is a program in which all Oregon dealers are eligible to participate in the State purchasing program. The Manufacturers Suggested Retail Price on the pickup is \$37,650.00. Funds have been budgeted in the Public Works Improvement Fund for this purchase. It is recommended Council approve the purchase of one Ford F-150 4x4 pickup from Power Ford Lincoln for \$26,996.00.

REGULAR AGENDA ITEMS

Item 7(a): Ordinance of the City of Astoria Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer and Referring Ordinance (2nd reading & adoption) (Police)

This proposed ordinance received its first reading at the February 1, 2016 City Council meeting. The ordinance would allow cities an opportunity to impose up to a three percent tax on sales of marijuana items made by those with recreational retail licenses. This tax must be imposed by referring an ordinance to the voters at a statewide general election, meaning an election in November of an even-numbered year. There is no provision in law for taxing medical sales. To refer the matter to the voters, Council would hold a first reading and second reading of the ordinance at separate meetings then adopt the ordinance by a roll call. After adopting the ordinance Council would adopt the resolution as presented under Item 7(b). This adoption will set the ballot title. The ballot title will be published in the "newspaper of general circulation in the city." After a period of review, if no objection to the ballot title is filed the matter will be filed with the County Elections Official. It is recommended that Council conduct a second reading and adopt the ordinance to refer a three percent local option tax to the November 8, 2016 ballot.

Item 7(b): Resolution Approving Referral to the Electors of the City of Astoria the Question of Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer within the City (Police)

In order to impose the three percent tax as described in Item 7(a) "Ordinance of the City of Astoria Imposing a Three Percent Tax on the Sale of Marijuana Items

by a Marijuana Retailer and Referring Ordinance”, a resolution needs to be adopted that will set the ballot title. This title will refer to the electors of the City of Astoria the question of imposing a three percent tax on the sale of marijuana items by a marijuana retailer within the City. The ballot title will then be published in the “newspaper of general circulation in the City.” After a period of review, if no objection to the ballot title is filed the matter will be filed with the County Elections Official. It is recommended that Council adopt the proposed resolution.

EXECUTIVE SESSION

Item 9(a): ORS 192.660(2)(i) – Performance Evaluations of Public Officers and Employees

The City Council will meet in Executive Session to discuss performance evaluations.