



AGENDA

ASTORIA CITY COUNCIL

WORK SESSION / REGULAR SESSION

October 19, 2015

6:00 p.m.

2nd Floor Council Chambers
1095 Duane Street · Astoria OR 97103

6:00 P.M. WORK SESSION

1. CALL TO ORDER
2. ROLL CALL
3. VISION/STRATEGIC PLAN
4. ADJOURNMENT TO REGULAR SESSION

7:00 P.M. REGULAR SESSION

1. REPORTS OF COUNCILORS
2. PRESENTATIONS
 - (a) Rich Mays, Clatsop County Interim Manager
 - (b) Bear Creek Dam Seismic Study Status Report
 - (c) Parks Master Plan Update
3. CHANGES TO AGENDA
4. 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 Special Meeting Minutes of 9/14/15
 - (b) City Council Minutes of 9/21/15
 - (c) Boards and Commissions Minutes
 - (1) Planning Commission Work Session of 9/1/15
 - (2) Planning Commission Meeting of 9/16/15
 - (d) Bear Creek Dam Seismic Study Contract Amendment and Oregon Water Resources Department Grant Acceptance (Public Works)
 - (e) Authorization to Award 11th Street and Franklin Avenue Storm Drain Project (Public Works)
 - (f) Contract Amendment for Senior Center Renovation (Public Works)
 - (g) Employee Wellness Policy (Finance)

5. 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.

- (a) Liquor License Application from Jeremy Todd Emmons, doing business as The Paradoxx Bistro & Market, Located at 1820 SE Front Street, for a New Outlet for a Full On-Premises Sales License (Finance)
- (b) Consider Property Sale – 2nd Street (Public Works)

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

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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October 15, 2015

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 OCTOBER 19, 2015

6:00 P.M. WORK SESSION

Item 3(a): Vision/Strategic Plan

This fiscal year's City Council Goals includes the following: "Begin development of a City of Astoria strategic plan / vision". Erik Jensen of Jensen Strategies will discuss differences in Vision Planning and Strategic Plans to assist Council in providing direction to staff as to how it should be implemented.

7:00 P.M. REGULAR SESSION

PRESENTATIONS

Item 2(a): Rich Mays, Clatsop County Interim Manager

Interim Clatsop County Manager Rich Mays will introduce himself to City Council and provide a brief report.

Item 2(b): Bear Creek Dam Seismic Study Status Report

Cornforth Consultants has completed a preliminary seismic stability evaluation of the Bear Creek Dam and will be presenting an overview of their results at the Council meeting. They will also be available to answer any questions regarding the study and the scope of their services for additional geotechnical investigation work needed to complete their analysis.

Item 2(c): Parks Master Plan Update

In May of 2015, Astoria City Council adopted "develop a city parks master plan" as a goal for the 2015-16 fiscal year budget. The Parks and Recreation Department has begun preparing a Comprehensive Master Plan, with the assistance of RARE AmeriCorps participant Ian Sisson. This plan will establish

short and long-term priorities for the maintenance, improvement, and future development of the Parks and Recreation Department's parks, facilities, and program offerings. The planning process will involve a comprehensive inventory and assessment of existing assets and recreation opportunities, a level of service analysis based on state and regional benchmarks, a set of prioritized recommendations, and a strategy for implementation.

A critical aspect to the success of this project is the engagement of the community in the process, in a way that is equitable and inclusive of the needs and interests of all Parks and Recreation user groups. As part of this effort, Mayor LaMear has appointed a Citizen Advisory Committee to oversee the planning process. This group will hold its first meeting the week of October 19, 2015. On Tuesday, November 10, 2015 from 6:00 - 8:00 p.m., the first in a series of public workshops will be hosted by the Parks and Recreation Department, in the Lovell Showroom at Fort George Brewery. This event will allow the department to engage the community at large, provide further information on the planning process and goals, collect information related to the community's use of and priorities for Parks and Recreation's offerings, and begin the process of creating a shared community vision and set of priorities for the future of Astoria's Parks and Recreation Department.

CONSENT CALENDAR

Item 4(a): City Council Special Meeting Minutes

The minutes of the Special City Council meeting of September 14, 2015 is enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 4(b): City Council Meeting Minutes

The minutes of the Special City Council meeting of September 21, 2015 is enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 4(c): Boards and Commissions Minutes

The minutes of the (1) Planning Commission Work Session of September 1, 2015 and (2) Planning Commission meeting of September 16, 2015 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 4(d): Bear Creek Dam Seismic Study Contract Amendment and Oregon Water Resources Department Grant Acceptance (Public Works)

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. The first step was to hire a consultant specializing in this type of analysis.

At the September 16, 2013 Council meeting, City Council authorized a contract with Cornforth Consultants for \$99,865, for Phase 1 geotechnical engineering services. The analysis was completed in March of 2014. In general, the soil conditions at the site were found to be better than previously assumed. On October 6, 2014 Council authorized an additional contract with Cornforth Consultants for \$147,000 for Phase 2 of the study. Phase 2 included the "Seismic Failure Analysis" which is an in depth structural and geotechnical stability evaluation of the dam.

Cornforth has completed a preliminary seismic stability evaluation of the dam and summarized the results in a draft report dated June 2015. The evaluation identified uncertainties in the foundation conditions of the right (east) abutment that have a large impact on the dams factor of safety against sliding. At the request of City staff and the OWRD State Engineer, Cornforth has prepared a scope for the additional geotechnical investigation work needed to complete their analysis. The estimated fee is \$144,000 of which the OWRD has offered an assistance grant in the amount of up to \$72,000 or 50% of the additional costs. This project and the results are very important to the State Engineer and will be used for reference material on future projects. With the Grant, the estimated City contribution will be \$72,000. Staff has budgeted \$20,000 in the Public Works Improvement Fund for the current fiscal year to pay for Phase 3 of the study. Staff proposes to use the Phase 3 funds and additional budgeted funds in the amount to \$52,000 from the same fund but plans for the Spur 14 Pipeline Project that will not be constructed this year as anticipated.

It is recommended that Council execute a contract with Cornforth Consultants for a total not to exceed amount of \$144,000 for Additional Geotechnical Investigation on Phase 2 of the Bear Creek Dam Seismic Analysis Project. It is also recommended that Council accept the Oregon Water Resources Department grant for \$72,000.

Item 4(e): Authorization to Award 11th Street and Franklin Avenue Storm Drain Project (Public Works)

The 11th Street and Franklin Avenue Storm Drain Project will improve a parking lot drainage issue that was identified upon completion of the 11th Street CSO Project. The parking lot, owned by First Methodist Church and located at the northeast corner of 11th Street and Franklin Avenue, drains through a small pipe in the curb and onto 11th Street. This drain appears to be undersized and after a pavement overlay on 11th Street it is no longer able to convey runoff appropriately. This project will provide a new catch basin and properly sized piping to convey runoff to the new storm drain system in 11th Street.

Competitive quotes for the project have been received with North Pacific Excavation being the low bidder. Funding for this project is recommended to come from the Public Works Improvement Fund. The contract has been approved as-to-form by the City Attorney. It is recommended that City Council authorize the award of a construction contract to North Pacific Excavation in the amount of \$12,893.00 for the 11th St. and Franklin Ave. Storm Drain Project.

Item 4(f): Contract Amendment for Senior Center Renovation (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 its anticipated unforeseen items will emerge during the renovation process. Previous to this current Contract Amendment #2, Contract Amendment #1 in the amount of \$9,680.99 (for required blocking at the roof perimeter related to the seismic upgrades) was approved by the City Manager. Contract Amendment #2 is related to the need to apply a concrete floor leveling compound on the entire first floor due to unforeseen depressions between the floor beams. This was necessary to provide a flat substrate for the installation of all the flooring materials. To date Contract Amendments 1 and 2 would use \$26,930.99 of the \$145,515.70 contingency. It is recommended that the City Council approve the contract amendment #2 in the amount of \$17,250.00.

Item 4(g): Employee Wellness Policy (Finance)

Research indicates employee health status directly influences work behavior, attendance, on-the-job performance, and quality of work. As such it is important for the City to support employee wellness. It is the objective to see a return on the investment in the form of employee health reduction in and injury and medical claims attributable to long term positive impacts of health and wellness programs. City/County Insurance Services (CIS) has funds available to assist with implementation of wellness policies and programs as well as follow-up grants to assist with wellness program promotion. The initial grant application requires an executive officer/management supported Employee Wellness Policy. The deadline to apply for the grant is November 30, 2015. Funding for the CIS grant is in the amount of \$750. As part of the program, a City Wellness Team would need to be created and would consist of representatives from each department who volunteer and are supported by their Department Head. This team will help develop the wellness program for City staff. It is recommended that City Council approve the Employee Wellness Policy and submittal of application for the CIS Wellness Grant in the amount of \$750.

REGULAR AGENDA ITEMS

Item 5(a): Liquor License Application from Jeremy Todd Emmons, doing business as The Paradoxx Bistro & Market, Located at 1820 SE Front Street, for a New Outlet for a Full On-Premises Sales License (Finance)

A liquor license application has been filed by Jeremy Todd Emmons doing business as The Paradoxx Bistro & Market, located at 1820 SE Front Street, Astoria. The application is for a New Outlet for a Full On-Premises Sales License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 5(b): Consider Property Sale – 2nd Street (Public Works)

A request to purchase a City-owned lot on 2nd Street has been received from Diana Kirk, Tidal Properties, LLC. Ms. Kirk recently purchased property located at 258 2nd Avenue and would like to purchase the 4,000 square foot City lot adjacent to her property. The minimum size for a buildable lot is 5,000 square feet. Because this is a substandard lot, it can only be sold to an adjoining property owner who would be required to incorporate this property into their existing tax lot. An appraisal report has been prepared by Appraiser Steven Weed. He estimates the property to have a real land value of \$14,000. Ms. Kirk has indicated a willingness to buy the property at this value and to pay the additional appraisal cost of \$200, which is above the City's appraisal fee. If Council is willing to consider the private sale, a public hearing will be scheduled for November 2, 2015. It is recommended that the City Council determine whether the private sale of a 4,000 square foot lot to Ms. Diana Kirk, Tidal Properties, LLC, should be considered, and if appropriate, schedule a Public Hearing on November 2, 2015 to address the proposed sale.