



AGENDA

ASTORIA CITY COUNCIL

Monday, September 17, 2018
7:00 PM
2nd Floor Council Chambers
1095 Duane Street · Astoria OR 97103

1) CALL TO ORDER

2) ROLL CALL

3) PROCLAMATIONS

- a) Daughters of the Revolution: Constitution Week, September 17-23, 2018
- b) Lower Columbia Hispanic Council: National Hispanic Heritage Month, September 15 to October 15, 2018

4) REPORTS OF COUNCILORS

5) CHANGES TO AGENDA

6) CONSENT

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 for August 20, 2018
- b) City Council Special Session Minutes August 23, 2018
- c) Board and Commission Meeting Minutes
 - a. Draft Library Board Minutes
 - b. Draft Park Board Minutes
- d) Police Department Status Update
- e) Fire Department Status Update
- f) Resolutions to Close Existing Funds with Residual Transfers

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) Enterprise Zone Resolution
- b) Public Hearing and First Reading: Ordinance Modifying City Code 5.900-5.925 Relating to Camping in Public Places
- c) Authorization to Light the Astoria Column a Pink Hue for the Month of October in Recognition of Breast Cancer Awareness Month
- d) Authorization to Purchase Dump Truck

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



AGENDA

ASTORIA DEVELOPMENT COMMISSION

September 17, 2018
Immediately Follows Council Meeting

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) CHANGES TO AGENDA
- 4) CONSENT

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the 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) Astoria Development Commission Meeting Minutes for August 20, 2018

5) REGULAR AGENDA ITEMS

All agenda items are open for public comment following deliberation by the Commission. 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) Helping Hands Façade Improvement Grant

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

<p>THE MEETINGS ARE ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING THE CITY MANAGER'S OFFICE AT 503-325-5824.</p>
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CITY OF ASTORIA

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MEMORANDUM • CITY MANAGER

DATE: SEPTEMBER 12, 2018
TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: ASTORIA CITY COUNCIL MEETING OF SEPTEMBER 17, 2018

PROCLAMATIONS

Item 3(a): Daughters of the Revolution: Constitution Week, September 17-23, 2018

Mayor LaMear will proclaim the week of September 17-23, 2018 as Constitution Week in Astoria

Item 3(b): Lower Columbia Hispanic Council: National Hispanic Heritage Month, September 15 to October 15, 2018

Mayor LaMear will proclaim September 15 – October 15, 2018 National Hispanic Heritage Month in Astoria

CONSENT CALENDAR

Item 6(a): Special City Council Minutes for August 20, 2018

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

Item 6(b): City Council Special Session Minutes for August 23, 2018

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

Item 6(c): Board and Commission Meeting Minutes

- a. Draft Library Board Minutes August 28, 2018
- b. Draft Park Board Minutes for August 22, 2018

The draft minutes of the above Boards and Commissions are included. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 6(d): Police Department Status Update

Item 6(e): Fire Department Status Update

The Status Reports for the listed departments above are attached. The reports are provided for informational purposes only.

Item 6(f): Resolutions to Close Existing Funds with Residual Transfers

ORS 294.353 provides guidance for the elimination of an unnecessary fund and provides for a transfer of the remaining balance to the General Fund, if no other fund was designated at the time the fund was created. An alternate designation was not made when East Astoria Waterline Debt Service Fund # 265 and 7th Street Dock Improvement Debt Service Fund # 267 were established.

Debt Service Funds # 265 and # 267 were originally established to account for the improvement assessments to benefited property owners and for City debt payments for the waterline and dock projects. The projects have been completed and assessments collected. Remaining Cash of \$ 14,815.85 in Fund # 265 and \$ 395.08 in Fund # 267, totaling \$ 15,210.93 is available as a residual amount to transfer and close out funds. As no other fund was designated when these fund were established, a resolution is attached which transfers the residual balances to the General Fund per ORS 294.353.

ORS 294.463 provides guidance for the transfer of appropriations and an equal amount of budget resources between funds when authorized by resolution of the governing body. Funding for the City portion of the Waterline and 7th Street Dock debt service originated from the Public Works Improvement Fund. Per ORS 294.353 the transfer of remaining Debt Service balances must be made to the General Fund if not otherwise designated, however, it is appropriate to return the funds to Public Works Improvement Fund. A resolution transferring a total of \$ 15,210.93 from General Fund to the Public Works Improvement Fund is attached.

It is recommended that Council consider adopting the attached resolutions to close Debt Service Fund # 265 and # 267 transferring residual amount to General Fund and transfer the total residual amount to Public Works Improvement Fund # 176.

REGULAR AGENDA ITEMS

Item 7(a): Enterprise Zone Resolution

Item 7(b): Public Hearing and First Reading: Ordinance Modifying City Code 5.900-5.925 Relating to Camping in Public Places

The City of Astoria is experiencing a dramatic increase in subjects using public locations to erect camping sites. Current city code does not address individuals building camp sites in forested areas within the city limits. These campsites present certain public safety concerns which include fire hazards from cooking and campfires; unsanitary conditions including improper disposal of needles; human feces and significant garbage accumulation.

Additional language to mirror Oregon Revised Statutes to provide for the humane treatment in removing illegal campsites is proposed in Astoria City Code § 5920.

It is recommended that Council hold a public hearing and consider holding a first reading of the ordinances amending City Code 5.900 – 5.925.

Item 7(c): Authorization to Light the Astoria Column a Pink Hue for the Month of October in Recognition of Breast Cancer Awareness Month

On February 18th, 2014 the Astoria City Council gave direction to the Parks and Recreation Department to limit the use of colored lighting effects at the Astoria Column to twice a year when specifically authorized by City Council. In October 2013 in an event organized by Columbia Memorial Hospital, the Friends of the Astoria Column and the Parks and Recreation Department agreed to light the Astoria Column pink in recognition of Breast Cancer Awareness Month. This event was followed by a partnership between the Harbor, the Clatsop County Domestic Violence Council, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column teal for the month of April 2014 in recognition of Sexual Assault Awareness Month. Under City Council's authorization the October pink and April teal lighting events were repeated for the 5th year in 2017-2018.

On May 21st, 2018 Council gave special dispensation for the Column to be lit with rainbow colors in honor of local Pride celebrations from June 3rd to the 10th. At that time, there was discussion regarding the status of the Friends of the Column developing a policy to better regulate future lighting requests. While the Friends are still working on a draft of that policy and have ordered a new LED lighting system, it is not feasible to have a policy finalized and approved in advance of October 1st.

The Friends of the Astoria Column have been briefed on this matter and are supportive of the use of lighting effects at the Astoria Column during October, 2018 as the final lighting policy is still being formulated.

In partnership with Columbia Memorial Hospital and the Friends of the Astoria Column, the Parks and Recreation Department is requesting permission to change the lighting color on the Astoria Column for the 6th year to a pink hue for the month of October, 2018 in recognition of Breast Cancer Awareness Month. This will be the first lighting of the Column for fiscal year 18-19.

It is recommended that City Council consider authorizing the change in lighting at the Astoria Column to a pink hue for the month of October 2018 in recognition of Breast Cancer Awareness Month.

Item 7(d): Authorization to Purchase Dump Truck

The Public Works Department has solicited a quote for a new 2020 Kenworth 6 yard Dump Truck to replace a 1999 Freightliner 6 yard Dump Truck that has ended its productive service.. The new Dump Truck will be purchased through a Cooperative Procurement Contract. The City's procurement code allows for

cooperative procurements to be made without competitive solicitations to bring efficiency to the process. As an approved vendor, Pape Kenworth Represents Kenworth Trucks and is their dealer for Northwest Oregon. The contract price for the Dump Truck is \$101,530.00. There are funds (\$110,000) identified in the 2018-2019 Public Works Improvement Fund for this purchase.

It is recommended that City Council approve the purchase of a 2020 Kenworth 6 yard Dump Truck from Pape Kenworth for 101,530 and authorize the City Manager to execute all associated purchase documents.



CITY OF ASTORIA
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PROCLAMATION

WHEREAS: September 17, 2017, marks the two hundred thirtieth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

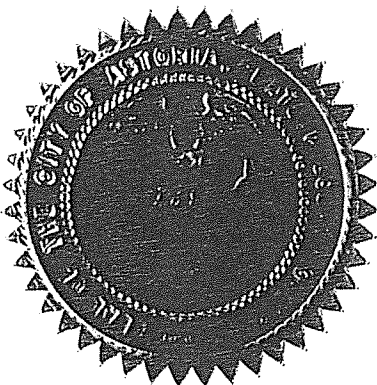
WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through September 23 as Constitution Week,

NOW, THEREFORE, I Arline LaMear, Mayor of the City of Astoria, do hereby proclaim the week of September 17 through September 23 as

CONSTITUTION WEEK

AND ask our citizens to recognize the ideals the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 17th day of September, 2018.



Mayor



CITY OF ASTORIA

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PROCLAMATION

WHEREAS, the period from September 15 through October 15 is has been set aside throughout the United States as National Hispanic Heritage Month; and

WHEREAS, the term Hispanic or Latino refers to a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin who can be of any race, any ancestry or any ethnicity; and,

WHEREAS, the United States has always drawn its strength from the contributions of a diverse people; and

WHEREAS, National Hispanic Heritage Month is a time to recognize the contributions made and the important presence of Hispanic and Latino Americans to the United States; and

WHEREAS, Hispanic Americans have played a prominent and important role in our national heritage and our Hispanic American residents lift up our communities and our economy as entrepreneurs, executives, and small business owners,

WHEREAS, a significant segment of the more than 37,000 people living in Clatsop county are Hispanic; and,

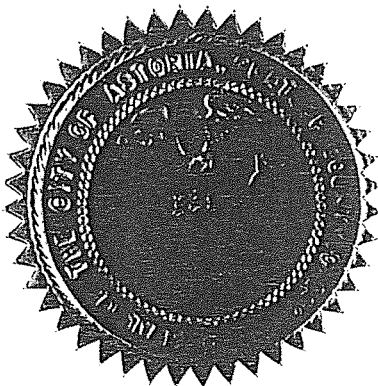
WHEREAS, we honor the rich heritage of our Hispanic community;

NOW, THEREFORE, I, Arline LaMear, the Mayor of the City of Astoria, do hereby proclaim September 15 through October 15, 2018 as

NATIONAL HISPANIC HERITAGE MONTH

I call upon public officials, educators, and all residents to observe this month with appropriate ceremonies, activities, and programs as they to share in this special annual tribute by learning and celebrating the generations of Hispanic and Latino Americans who have positively influenced and enriched our nation and society.

IN WITNESS WHEREOF, I have hereunto set my hand this 17th day of September, 2018.



City of Astoria Mayor, Arline LaMear

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

Councilors Present: Nemlowill, Jones, Price, Brownson, and Mayor LaMear.

Councilors Excused: None

Staff Present: City Manager Estes, Finance Director Brooks, Fire Chief Gascoigne, Police Chief Spalding, Public Works Director Harrington, City Engineer Moore, Library Director Pearson, 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 had no reports.

Item 3(b): Councilor Brownson reported that he attended a lunch and celebration for Ranald MacDonald. In the 1840s, Mr. MacDonald attempted to find out if the Japanese and Native Americans had some relation. He was able to go to Japan, when it was closed to the west, and became the first English teacher there. The luncheon was attended by Japanese who had come to Astoria just for the celebration.

Item 3(c): Councilor Price reported that she had withdrawn from the mayor's race due to family issues. The decision was wrenching, but she believed it was a good decision and it was the right thing to do. She would complete her term on Council with the same vigor and advocacy, and expected to continue when she was no longer an elected official. She wished Councilor Jones the best on his campaign.

Item 3(d): Councilor Jones reported that the Astoria Downtown Historic District Association (ADHDA), Dulcye Taylor, Sara Lu Heath, and Jeff Miller of Red Dwarf posted Coast Guard banners all over the city. He thanked them and said it was a wonderful idea. Astoria has 500 Coast Guard employees and at least another 500 of their family members. He spent 30 years in the Coast Guard in many cities and towns around the country. He has two sons in the Coast Guard who are traveling around the country. It is nice to see a community express appreciation. People feel good about being in the Coast Guard in Astoria and seeing visible signs of appreciation like the banners is really special.

Item 3(e): Mayor LaMear reported that she was able to play the cymbals with the Columbia River Symphony and it went well. However, at the last rehearsal just before the performance, one of the cymbals fell apart and hit the floor. It stopped everyone in their tracks and she kept hoping that would not happen during the live performance. She attended the Ranald MacDonald event, which included about 20 people from Japan. The celebration is a much bigger deal to the Japanese than it is here, and the history is taught in Japanese schools. Mr. MacDonald was the son of a Chinook. He took a freighter to Japan and asked to be let off the freighter in a lifeboat before it arrived. There is a memorial to Mr. MacDonald at Fort Astoria and his story is very interesting.

CHANGES TO AGENDA

No changes.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 5(a) City Council Minutes of 7/16/18
- 5(b) Boards and Commission Minutes
 - (1) Library Board Meeting of 7/24/18
 - (2) Park Board Meeting of 7/25/18
- 5(c) State Hazmat Contract
- 5(d) Memorandum of Understanding (MOU) – Sunset Empire Amateur Radio Club
- 5(e) FY 2018-2019 Dispatch Service Agreements

5(f) Addendum to Uniontown Transportation Growth Management Intergovernmental Agreement (IGA)

City Council Action: Motion made by Councilor Price, seconded by Councilor Brownson, to approve the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

REGULAR AGENDA ITEMS

Item 6(a): Public Hearing on Supplemental Budget for Waterfront Bridges Project Fund #170 and Fund #410

ORS 294.473 provides guidance for a municipality to hold a public hearing on a supplemental budget to adjust for changes which could not reasonably be foreseen when preparing the original budget. The process requires advertisement of a supplemental budget not less than 5 days before a Council meeting. There will be a public hearing for consideration of the supplemental budgets being presented. Council may consider a resolution to adopt the supplemental budgets as advertised.

Council adopted Astoria Road District Fund # 170 and Promote Astoria Fund # 410 budgets at the June 6, 2018 meeting. The bids for the Waterfront Bridges Project came in higher than anticipated and the City will need to contribute additional amounts for the project to continue. Public Works engineering has separately provided updates regarding the project and continuing discussion with Oregon Department of Transportation and will provide further updates at the Council meeting.

Staff is presenting a resolution for supplemental budgets to transfer \$100,000 from contingency to Capital Outlay in Astoria Road District Fund # 170 and to transfer \$120,000 from contingency to Capital Outlay in Promote Astoria Fund # 410 in order to have funds available for the unanticipated expenses.

City Engineer Moore gave a brief update on the budget. This supplemental budget was two of three. The third supplemental budget would be presented to Council once Staff knew the final amount of their match on the additional funds from Oregon Department of Transportation (ODOT). The total amount was expected to be around \$440,000. This supplemental budget would provide half and the other half would come out of the Infrastructure Finance Authority (IFA) loan. The project was officially awarded to the low bidder, Legacy. Once ODOT receives a schedule from the contractor, they will let the City know when construction would begin.

Councilor Nemlowill asked if Staff would decide on interim fixes once they found out when work would begin. Engineer Moore confirmed the Staff had not authorized the change order that Council authorized the City Manager to execute. As soon as the schedule is received from the contractor, Staff could make that call. If the project begins this fall, the odd numbered streets and 6th Street would close on September 15th. If construction does not begin this fall, the interim repairs would be done.

Mayor LaMear opened the public hearing at 7:12 pm and asked if anyone wanted to comment on the supplemental budgets for the waterfront bridges project. Hearing none, she closed the public hearing at 7:13 pm.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Nemlowill, to adopt the resolution for supplemental budgets to transfer \$100,000 from Contingency to Capital Outlay in Astoria Road District Fund # 170 and to transfer \$120,000 from Contingency to Capital Outlay in Promote Astoria Fund # 410. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

Item 6(b): Appeal 18-02 Consideration of Findings

More time is required to compile the findings for consideration of Appeal 18-02. It is anticipated they will be included in the September 4th Council packet.

City Manager Estes noted that the next regularly scheduled meeting fell on Labor Day, so the meeting had been rescheduled for Tuesday, September 4th. Appeal 18-02 is the appeal of the Astoria Co-Op Grocery project in Mill Pond.

Councilor Nemlowill said she would abstain from voting, as she was the marketing director for the Astoria Co-op.

City Council Action: Motion made by Councilor Jones, seconded by Councilor Price, to move Consideration of Findings on Appeal 18-02 to the September 4, 2018 City Council agenda. Motion carried 4 to 0 to 1. Ayes: Councilors Price, Jones, Brownson, and Mayor LaMear; Nays: None. Abstentions: Councilor Nemlowill.

Item 6(c): Memorandum of Agreement (MOA) with the Lower Columbia Preservation Society (LCPS) for the Care and Maintenance of Customs House Park

The Lower Columbia Preservation Society (LCPS) approached the City to inquire about the possibility of adopting the Customs House Park after it appeared on the list of properties Council was considering to divest of due to low use or low-perceived value, per the 2016 Parks Master Plan. LCPS was interested in helping to preserve the history of the site and provide assistance maintaining and improving the replica structure there.

LCPS will be responsible for all maintenance activities at the park, including mowing, trimming, edging, and removal of litter and noxious weeds. LCPS will work with the Parks Department and Clatsop Community College's Historic Preservation Program to apply appropriate maintenance and restoration techniques to ensure the site and replica retain their historic integrity and value.

The Memorandum of Agreement will last for five years and has been reviewed and approved as to form by the City Attorney.

It is recommended that City Council approve the maintenance and care proposal by the Lower Columbia Preservation Society and authorize the Mayor to sign the attached Memorandum of Agreement.

City Council Action: Motion made by Councilor Price, seconded by Councilor Brownson to approve the maintenance and care proposal by the Lower Columbia Preservation Society and authorize the Mayor to sign the Memorandum of Agreement. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

Item 6(d): Authorization to Award Design Contract – 2018 Trolley Trestle Repair Project

The City of Astoria has approximately 4.7 miles of railroad track and 8 timber trestles formerly owned and operated by Burlington Northern Railroad from the Port of Astoria to Tongue Point. The Astoria Riverfront Trolley currently operates on approximately three miles of this track, and over four of the trestles. The Trolley provides passenger service from Portway Street to 39th Street.

Due to age efforts required to maintain the track and structures has been increasing rapidly. OBEC Consulting Engineers have been assisting the City with inspection, design and coordination for maintenance of the trestles and trolley infrastructure. This year, the scope of their services includes inspection and design for necessary maintenance work from 6th Street to the Mill Pond Trestle. OBEC will also provide design services for needed maintenance at the 6th Street and 14th Street Park Piers. This scope is consistent with the approach approved by City Council in 2016.

There is currently \$350,000 budgeted in the Promote Astoria Fund for inspection, design and maintenance for the track and trestles for FY18/19. Approximately \$250,000 is estimated for structure maintenance work.

Staff recommends executing a personal services contract for the 2018 Trolley Trestle Repair Project per Astoria Code Section 1.967C(3), Award from a Qualified Pool. The City Attorney has reviewed the contract and approved it as to form.

It is recommended that City Council authorize award of a personal services contract to OBEC Consulting Engineers in the amount of \$66,632.80 for inspection and design services for the 2018 Trolley Trestle Repair Project.

Councilor Price asked if Staff had discussed possible financing with the Trolley Association. City Manager Estes confirmed that as reported during the budget hearings, the Trolley Association stated they would provide a

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percentage of revenues from trolley users, which would be about \$5,000 per year. He also confirmed that another contract for construction and maintenance would be presented to Council later.

Councilor Nemlowill believed this was a good use of Promote Astoria funds. It would be a lot of money, but it was necessary to keep the trolley operational.

City Council Action: Motion made by Councilor Nemlowill, seconded by Councilor Jonesto authorize award of a personal services contract to OBEC Consulting Engineers in the amount of \$66,632.80 for inspection and design services for the 2018 Trolley Trestle Repair Project. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

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

Dan Rhodes, 500 38th Street, Astoria, said he lived one house from the bottom of the Goonies House. He moved there a year and a half ago in February. He had been warned, but no one had been able to clearly explain what to expect. On Saturday, he came home from a long day of work to find a vacant car parked in front of his garage in his driveway. When the people came back to their car, they behaved like typical Goonies fans. They yelled at him, said they had a right to be there, and flipped him off before leaving. He had blocked them in for a little while because he wanted them to get a ticket. He called the police, who asked him to let the Goonies fans go, which he did. When the police arrived at his house, he discussed the situation with the officer. He owns the Hot Box Barbeque and Hong Kong Taco food carts, which are in the area. On Sunday, his third food cart for catering special events was parked in front of his house because he was cleaning it. Down the street, three cars pulled into the intersection and stopped. Residents began to pile up in both directions waiting for the cars to move. He began filming on his phone and after about a minute, two large men with tattoos on their faces got out of one of the cars. He immediately stopped filming and dialed 911 just in case. One of the men said, "Hey buddy, one of two things is about to happen. You're either going to give us that phone or we're going to beat your face in." Luckily, the police were only four minutes away. The men were still there, but they had moved their car and parked on the front yard of one of the residents on that street. The police talked to the men for about three minutes and allowed them to leave. The police then spoke to him and while the officer was speaking, the men stood behind the officer and were flipping him off and making violent gestures. After the men left, the officer told him where it was legal for people to park, walk, and take pictures. The men had taken pictures of his food truck and flooded his social media accounts with one-star reviews. The reviews state that heroine was purchased at his food truck, that people got sick, and that the food was the worst barbeque ever. His Google rating dropped from 4.8 to 2.4. He understood that the legal things the City could do were minimal. He had suggested to the first officer he spoke with that the laws be enforced. There are official City signs on the north end of Duane Street and at the end of the street that say, "no parking, no stopping, no standing." The officer had confirmed he had never given a ticket to someone parked in that area and said it would only make the driver mad. He told the officer he did not believe that was a bad thing. There are only four places on the internet that publish the address, Facebook, Google, Trip Advisor, and Yelp. Hundreds of people visit the house every day and 99 percent of those people found the address on one of the four sites, all of which clearly state the house is not open to the public. Half of the comments say do not go to the house because it is rude to the people who live there and half of the comments encourage people to do it anyway. If the City would just enforce the laws, maybe 10 percent of the people would write a review on those sites. He had just learned that the fine is only \$25. He understood that one area could not have a higher fine than the rest of the City, but there were clear reasons that a more severe penalty was needed in no parking areas. If a car stops next another car that is legally parked, no one can get in or out. If there was an emergency, police and fire would not be able to get by until that person came back down the hill from taking their picture in front of the Goonies House and moved their car. He did not want officers to stand there and wait for someone to commit a crime, but told the officer he was speaking to, "Look behind you. Someone is doing it right now." He asked the City to help the citizens who lived and worked in town. He asked that the fine be increased and the laws be enforced. Officers do not have to stay there all day long, just visit four times a day. In five minutes, the officers would find someone breaking the laws. He sees it every day. He had also seen two accidents this year so far. One was caused by someone who was illegally parked on Duane, blocking the view of traffic coming down the street. Two hundred people come every day, so the chances of accidents are very high. There are many families with kids on that street and they cannot walk outside. Scary people and people who drive like crazy go by all the time. His daughter almost watched him get beaten and have to go to the hospital in front of his own house yesterday.

City Manager Estes explained the City had a long history of trying to adjust the signage over the years to mitigate the issues. Staff could revisit this again.

Chief Spalding said he had a good conversation with Mr. Rhodes. Everything Mr. Rhodes said was accurate and the issues crept up with summer coming on. There are many reasons for the minimal enforcement, but he assured Mr. Rhodes that he would personally get up to speed on the issue. There is a lot of history that predates his service and he needed to fully understand the issues in order to help find solutions. He would look at the fines, parking, and signage, and talk to neighbors to get some ideas about what might work. The City's internal parking enforcement strategy has not been a high priority. But the additional staffing the department is getting will provide more resources that will allow officers to spend more time in the neighborhood. He hoped to work with Mr. Rhodes, the other neighbors, the Public Works, and Engineering Departments to look at new creative options that would make an impact in the area.

Mr. Rhodes thanked the Chamber of Commerce for explaining the history of this problem on their website. Just getting rid of the cars would solve 95 percent of the problems the residents face. The cars could park near the school or where the fishermen park was and walk up. Also, increasing the fine and enforcing the law could do wonders.

Mayor LaMear said she was sorry to hear about what Mr. Rhodes had gone through.

Director Harrington added that the traffic was extensive during the 30th anniversary of the movie. Staff, police, and the Chamber had multiple neighborhood meetings, where they had come up with the signage and other strategies. So many ideas were discussed in the past, but Staff would be more than happy to entertain any new ideas.

Mayor LaMear suggested the City offer parking permits.

City Manager Estes said Chief Spalding would need to consider enforcement.

Mayor LaMear said this had been a huge issue for as long as she had lived in Astoria and the City needed to do something for the people who lived in that neighborhood.

Mr. Rhodes said it was not just a matter of taking up available parking. The illegal parking endangered the people who lived there because emergency vehicles could not access the dead-end street. He did not want any of the signs or the laws changed. He just wanted the existing laws to be enforced. A \$25 fine is better than nothing.

Director Harrington said the problem had gotten so much better than it had been. The Chamber did a great job discouraging people from going to the neighborhood. However, social media was difficult to deal with. His department would do whatever they could to help the Police Department with the parking issues.

Chief Spalding offered to assist Mr. Rhodes with the online reviews of his food trucks.

Councilor Nemlowill said parking enforcement had to take a back seat because the City had a limited number of officers on the streets. But livability in this neighborhood had been compromised by some nasty tourists. She wanted to know what kind of enforcement could be done now. Chief Spalding said the two newest officers just completed training, which gave the department some increased capacity. There is one more new officer still in the academy, so the department is almost full. He believed he could put some resources on this issue and that some of the parking could be enforced.

Councilor Brownson asked if the parking fine could be raised just in that neighborhood. City Attorney Henningsgaard confirmed that could be done through a Code change.

Mayor LaMear said parking permits would make that area different from other parts of town, which might make it easier to raise fines. Chief Spalding confirmed he had spoken to City Attorney Henningsgaard about those options and others.

Mr. Rhodes believed that if the signs said fines were \$100, the City would not have to divert police to that neighborhood for very long.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:39 pm to convene the Astoria Development Commission meeting.

ATTEST:

APPROVED:

Finance Director

City Manager

DRAFT

A special meeting of the Astoria Common Council was held at the above place at the hour of 6:00 pm.

Councilors Present: Nemlowill, Jones, Price, Brownson, and Mayor LaMear.

Councilors Excused: None

Staff Present: City Manager Estes, Planner Ferber, and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

CHANGES TO AGENDA

There were none.

REGULAR AGENDA ITEMS

Item 4(a): Appeal 18-03 by Sam Mullen on behalf of Hollander Hospitality of the Design Review Committee decision to deny the request DR18-01 to construct a 29,782 square foot four story hotel at 1 2nd Street

Item 4(b): Appeal 18-04 by Sam Mullen on behalf of Hollander Hospitality of the Historic Landmarks Commission decision to deny New Construction request NC18-01 to construct a 29,782 square foot four story hotel at 1 2nd Street

On June 25, 2018, the Historic Landmarks Commission (HLC) and the Design Review Committee (DRC) held public hearings and reviewed a request to construct a four-story hotel at 1 2nd Street. The location is within the Bridge Vista Overlay zone, and adjacent to historically designated structures, which triggered review by both groups. The HLC and DRC both voted to tentatively deny the request at the June 25th meeting, and formally denied the proposal on July 10, 2018.

The denials have subsequently been appealed by the applicant. Revised findings of fact, as well as additional public comments are included in the packet. The HLC and DRC decisions will each have revised findings of fact addressing the appeal items. While there are two separate appeals, Mayor LaMear determined there will be a consolidated public hearing for the appeals. Ultimately, separate motions with separate findings of fact will need to be considered by City Council.

A public hearing on the HLC and DRC Appeals has been advertised and is scheduled for the August 23, 2018 special City Council meeting at 6 pm. Oregon's 120-day land use rule requires that a land use decision for both permit requests be completed by August 29, 2018.

The Notice of Appeal was submitted by Sam Mullen on behalf of Hollander Hospitality on July 25, 2018. With their appeal, the appellants submitted additional narrative, which is included in the Staff report. The appeal asks that the DRC decision be overturned based on several issues. Applicable items for review have been condensed into five sections and are addressed in the Supplemental Findings of Fact:

1. Applicability of the Riverfront Vision Plan and Articles 2, 3, 7, 8, and the Comprehensive Plan
2. Design standards for on-land development
3. Guidelines for scale and massing
4. Design standards for windows, awnings, roof, siding and wall treatments
5. Guidelines for additions to buildings

It is recommended that the City Council hold a public hearing on the appeals, review new testimony, and consider the Design Review Committee and Historic Landmarks Commission decisions denying the construction requests. The City Council will need to adopt applicable Findings of Fact, which include the basis of their decision. Should City Council deny the appeals, the supplemental findings of fact and the findings

adopted by the DRC and HLC may be adopted to support the decision. Should Council approve the appeals, Staff recommends continuing final deliberation so new findings can be prepared.

Planner Ferber reviewed the Staff report via Power Point. City Manager Estes provided recommendations on how to move forward once Council makes a decision on the appeals. He noted that earlier in the day, the Applicant submitted changes to their original proposal, which were not included in the Staff report and had not undergone any technical analysis. City Attorney Henningsgaard explained that Council could approve or deny the new proposal, continue the hearing and direct Staff to come back with recommendations on the new plans, or remand them back to the DRC and HLC. City Manager Estes reminded that the 120 days would end on August 29th.

Councilor Nemlowill asked what positions made up the DRC. City Manager Estes replied the zoning ordinance required the DRC to be comprised of one member of the HLC, one builder, one design professional, one business owner, and one member at large. The HLC does not have specified positions.

Mayor LaMear asked if anyone objected to the jurisdiction of the City Council to hear these matters at this time.

Jan Faber [18:55], 3015 Harrison Ave, Astoria, objected to the City Council's jurisdiction. He believed a new proposal, which the City and the public had not yet had the chance to review should be submitted to the City as a new application. He did not believe the City Council could have a public hearing on a proposal that no one had access to. New proposals could not be submitted as part of an appeal. This appeal can only review what was previously reviewed by the DRC and HLC.

City Manager Estes explained that this was a de novo hearing. Anyone in the public is able to participate, even if they did not participate in the initial hearings. Additionally, new testimony can be submitted.

City Attorney Henningsgaard confirmed there was no question that the City Council had jurisdiction to hear this matter.

Michael Miller stated he objected to the City Council's jurisdiction. New designs must go through the legal processes the City has set up.

Mayor LaMear explained that the Council needed to hear the new proposal in order to find out if the Applicant has made the changes that the DRC and HLC requested. City Council might not make a decision at this meeting.

Councilor Nemlowill stated she agreed with Mr. Vapor's objection. She was frustrated that the new design was just submitted that afternoon. After spending hours reading through the Staff report, she received a text that a new design had come in. This is an issue that a lot of people care about and have commented on. People are here to comment tonight. The Council is not prepared to make a decision. Citizens are not prepared to provide input. Staff has not done a technical analysis. Therefore, she believed the issue should be remanded back to the DRC and HLC. The DRC is a citizen appointed review committee with specific expertise. The Council was supposed to be reviewing the appeal of a design that is much different than what has been presented.

Councilor Price said she agreed with Councilor Nemlowill. She asked that the Applicant extend the 120-day limit. She believed the City needed at least an additional 120 days to take public comments and allow Staff and Council to review the new plan. She recommended the issue be remanded back to the DRC and HLC. If the Applicant feels the design is worthy of being in Astoria, then it is worth going through the public process. She asked if she could make a motion.

City Attorney Henningsgaard explained that the Applicant had a right to be heard at this point.

Councilor Price asked if the Applicant had the right to testify on the new proposal or the appeal.

City Attorney Henningsgaard confirmed he did not know the status of the new proposal. He had not seen any new proposal or an application.

Councilor Brownson suggested the Council hear the new proposal as the Applicant's response to the appeal. He believed it was important to hear the Applicant's testimony and take public comment. Then, the Council can have a discussion. It would be premature to have a discussion without giving anyone the opportunity to respond to the appeal. There are very different issues between the HLC and DRC decisions being appealed and City needs more time to consider the new design. He believed the HLC appeal would be an extension of the Council's decision on the DRC appeal and the Council must make a decision based on the information presented at this hearing. If the Council must ask for an extension, they should give a good reason.

Councilor Jones believed the hearing should be conducted. He shared concerns about the lateness of the new design, but he believed the hearing should be held before Council made a decision.

Mayor LaMear asked if any member of the Council had any ex parte contacts or conflicts of interest to declare. There were one. She opened the public hearing at 6:28 pm [28:39] and explained the procedures governing the conduct of public hearings to the audience. She called for the Appellant's testimony.

Steve Holbrook, P.O. Box 2007, Bend, said he was the Appellant's attorney. He introduced Mark Hollander, owner of Hollander Properties, Sam Mullen, development manager, Craig Riegelnegg, architect, and Michelle Black. The design team believes the new design is consistent with the code and the concerns the team heard from the community, DRC, and HLC. They did not anticipate the Council to make a decision tonight on a redesign. They realized the material was submitted late. Under State law, the new design is new evidence and the public must have the opportunity to review everything. They want everyone to have the opportunity to look at the materials. Council has a six or seven-page letter he prepared, which includes a lot of legalese and discussion about why he did not believe the DRC or HLC properly applied the code. Reviewing the letter would not be a good use of time and he would rather focus on moving forward by discussing the new design. He needed direction on the historic review criteria. His letter included objections to what he believed were the approval criteria for the HLC and DRC reviews. Staff indicated that various elements of the Comprehensive Plan applied to both reviews and his letter explained why he disagreed. He had identified what he believed was the sole approval criteria in the code. He needed direction from Council on that regardless of their decision. His specific concerns about the HLC review criteria were as follows:

- The City and the public has deemed the site as adjacent to important historic artifacts. However, Staff has indicated that there are no buildings on that site, just a boiler, pilings, and ballasts. Those artifacts qualify as structures under the code, but they are not buildings. This makes it impossible to measure compliance with a piece of equipment sitting in the river. Instead of admitting that the criteria do not apply to this application because there are no buildings, Staff and the HLC applied the criteria to buildings that used to be on the site and are in the general vicinity.
- Provisions in the Comprehensive Plan and the Riverfront Vision Plan were applied, which simply do not apply to this application. State law is clear that in limited land use decisions, only the criteria in the Development Code can be applied to the proposal. Two of the HLC review criteria, which he outlined in his letter, are the only two criteria that can be considered for this application. The purpose and intent of those two standards is to make sure that new buildings are complementary to important historic buildings. There is no constitutional way for the City to apply the historic standards to a piece of equipment, pilings, and ballasts.
 - He needed some direction on that from the Council before moving forward with the new design. Appropriate direction from the Council would be that these criteria do not apply to this instance and the issuance of a Certificate of Appropriateness is the proper way to move forward. Regardless of any design, it would not make any difference to send this back to the HLC because they applied criteria that are not allowed by State law.

Councilor Price asked if the State law was part of his appeal.

Mr. Holbrook stated the State law was listed in the appeal notice and his letter. The law was ORS197.19.572. [36:51] Limited land use decisions are decisions that relate solely to the design or siting of a project. Only standards in the Comprehensive Plan that are specifically included in the code can be applied. Therefore, the Riverfront Vision Plan, Comprehensive Plan, or any other local provisions do not apply to the application. There are only two standards that can be applied.

Councilor Jones believed that if code changes were implemented as a direct result of the Riverfront Vision Plan, those code changes would provide the legal basis for consideration of the Plan.

City Manager Estes explained that the Riverfront Vision Plan includes directives for implementation. The Appellant's argument is that because the Plan was implemented through code amendments, that it is no longer applicable. It is standard practice for Staff to prepare Staff reports to address compliance with the Comprehensive Plan.

Mr. Holbrook noted that the purpose statement of the Bridge Vista Overlay (BVO) standards stated the purpose was to implement the Vision Plan. That does not mean the Plan applies. It means the City adopted standards meant to implement the Plan. You do not go back to a very broad vision for the area. You look to the very specific elements that the City actually adopted. The code makes it clear specifically which criteria apply for historic review and design review, without reference to anything else.

Michelle Black, Carleton Hart Architecture, 830 SW 10th Ave. Portland, said she appreciated Council looking at the new design. It was not meant to try to railroad the process and get Council to approve it tonight. The new design will show how much the Applicants listened during the previous reviews. They needed some direction on the code, what applies, and what does not. Additionally, they understand there are aesthetic needs that the HLC and DRC wanted changed. She gave a PowerPoint presentation on the changes made to their original proposal. The design team had originally looked at a wide variety of historic buildings in Astoria prior to the previous hearings. The focus of the new design has changed to specifically address the working waterfront, which is called out in the BVO. The previous design was a more contemporary version of a working waterfront building, but the new design had more traditional detailing. She displayed a Sanborn Map showing the footprint of the proposed building on the site and the previous White Star cannery. There's been a lot of discussion about the size, massing, height of the building, and how it's not appropriate in the historic context of working waterfront buildings. The building that Planner Ferber reviewed was 29,600 square feet and the new design remains the same, under the 30,000 square foot limitation in the BVO.

Craig Riegelneegg added that one could see the central form of the original Van Kamp seafood building with some additional aggregated one and two-story forms around it. Even the central form by itself scaled to about 150 percent the size of the entire proposed building.

Ms. Black continued by displaying a side of the Van Kamp seafood cannery. The floors were much taller than what they would use on a hotel or any modern building. In order to scale the building in place, it would be about 40 feet tall. There's been a lot of concern about how the proposed design reflects what is historically appropriate for the site. The other issue raised is that the orientation of the building is parallel to the river rather than perpendicular to or out over the river as some historic buildings were. However, their research into what is historically appropriate for the site shows buildings clearly built out over the river, but are of the same orientation, parallel to the water. The overland buildings tend to be parallel to the water and the overwater buildings are on piers similar to the condominium near the site. She displayed a four-story building of a scale larger than the proposed property.

Mr. Riegelneegg said there were three big issues raised at the DRC and HLC hearings, scale and mass, height, and orientation. The Van Kamp seafood building, which is the closest historic precedent that is claimed to have triggered the historic review, has a much larger footprint and is around or a little below the height of the proposed building. Up and down the river, he readily found historic precedent for taller buildings and that had the same east/west orientation. He believed the claim that he had not met the conformance requirements based on those historic precedents for height, orientation and massing were without merit. The letter sent by Mr. Holbrook went into detail on the specific findings. He addressed the findings as follows:

- The old elevation was a flat roof with a tall circulation tower. The Ship Inn was incorporated into the new building and reused. Window placement and detailing was contemporary. The new design includes a new structure in place of the Ship Inn. The height is 45 feet to the average roof elevation calculated per the Development Code, meeting the maximum height requirements and conforming with the historic precedent he had just discussed. They modified the framing style, pulled the building down, and pulled the floor lines down to accommodate the extra height created by the pitched roof. The elevator overrun could be dropped for the same reason. It would be 47 feet high, only slightly higher than the roof peak. There is an area with a mechanical rooftop unit that would be screened by the parapet wall, all of which would fit into the exceptions listed in Development Code Section 3.075. Therefore, Item B in the findings is satisfied.
- On the east side, the new structure replaces the Ship Inn, observes the setbacks required on the river side and in the view corridor, and responds to remarks from the DRC regarding incompatibility of the new

construction with the old Ship Inn. The new proposal is to build a new single-story entry and lobby that has more compatible detailing and matches the rest of the building. The nonconforming false mansard roof had been eliminated. Therefore, Item I in the findings was no longer an issue.

- Several items in the findings stemmed from interpreting the new construction as an addition. They now proposed completely new construction with everything else on the site being removed in order to have a completely new portion of the building. They would keep the single-story height to preserve the views along the 2nd Street corridor as much as possible.
- They revised the guest room windows and doors. The windows were recessed into openings as preferred in the Development Code. The trim detailing is more closely based on specific examples in the historic survey, such as the Calendar Navigation Company and the Union Fisherman's Co-op on 49th Street. Those concerns were reflected in Item M of the findings, but he believed those concerns had been satisfied.
- The PTHP mechanical grill was incorporated as an accent panel below the window. It's perfectly flush so it does not appear as a projecting mechanical unit. They added sloped water table stools to the window sills at the bottom of the trim assembly and crown molding on the head trim. There is a subtle compound detail with 1" by 6" trim and a sloped water table above that was drawn directly from the historic precedent he looked at.
- The old south elevation had a flat roof and a false mansard roof on the old Ship Inn that is now gone with the new portion of the building, which would have a simple awning and cornice design. The cladding was a synthetic wood product, called Resista. They now have completely new cladding, a V-groove panel drawn particularly from the Hanthorne Cannery.
- As far as massing, the primary wall planes are flat for conformance to historic context but softened by the more classic window and trim details, breaks in the roofline, and the cladding change in the southeast corner. The roof has been modified to a pitched 3:12 roof with a low profile standing seam roofing conformant with the code. The previous roof was drawn from more traditional downtown hotel types, but that was eliminated for the more working waterfront compatible style. The eave detail emphasizes the exposed rafter tails. The intermittent shed roof dormers break up the wall plane and roof line. The clearstory window on the lobby and entry form is north-facing and was pulled from the industrial working waterfront types. The awning on the lobby matches the roof. They believe the findings in Item O are addressed.
- Questions about the required mechanical screenings were mentioned in Item H of the findings. He believed the findings were satisfied and demonstrated clearly in the previous submittal. The requirements are maintained here as well. They have a pony wall where the small drop in the roof elevation can be seen. It conceals some RTU. And there is one more RTU on the top of the projecting tower form.
- The cladding is a seven-inch reveal painted grey to strike a balance between the historic precedent of white painted buildings and the grey they discussed with Staff as part of the previous design. The board and batten at the circulation area will be painted red. They got rid of the rust colored siding in response to the boiler. It was preferred they not go that direction, so they looked at the red that has a lot of precedent in town responding to the historic context. The trim is black and there is more classic detailing on the windows. He believed the concerns in Item N of the findings were satisfied by the cladding changes.
- The steel grates on the ground floor are repeated in a regular pattern matching the windows. The signage has been reduced. There's only one sign on the south side and lower on the building. The east and west elevations show glazing at the ground floor adopting a more traditional style with a number of intermediate mullions closely spaced for more historic appearance. The trim detailing draws from the working waterfront and commercial detailing of a historic period. Multiple openings are captured with trimmed columns in between.
- The team will continue to look at storefront frame products that imitate a wet glazed appearance if they are allowed to continue and if the design develops. The storefront design will be more historic with operable lights and moveable panels worked into the configuration to connect the public exterior with the building's interior.
- The northeast perspective will have the clearstory glazing on the lobby and entry. There would be new construction in lieu of the Ship Inn. The distinct tower piece is gone and the elevator overrun is captured within the pitched roof. The massing is a simple central form with smaller low-lying building forms connected. The lobby and entry portion replace the Ship Inn. They'll have step down patios on the north side. The patios will be part of the hotel use, but the step-down forms reflect the aggregated massing of the smaller forms.
- The southeast perspective had a more generous and traditionally designed ground floor glazing, red board and batten siding at the lobby, entry, and circulation area, grey V-groove siding and black trim. The building is a large central form with a few smaller lower forms added to the entry and lobby areas.

- The southwest perspective has an overhanging pitched roof with exposed outrigger details. The industrial looking stairs would be painted red to match the siding. A short awning on the south side would be as long as they could get it based on fire code regulations. It would be designed to match the standing seam roof.
- The northwest perspective looking down along the Riverwalk would have a roofline breaking into shed roof dormers to relieve the long north elevation. The decks would step back with a few longer accessible rooms bookending the building at the east and west ends. The building's scale is in keeping with the modern historic context.

Mark Hollander, Lyndon, WA, said he was the developer. He believed the proposal was organized and tried to meet the Code. He had a lot to try to balance, but he respected the public input and tried to make something the public would be happy with. His company was a family company, not Marriott. They've owned all of their properties for a long time and operate the properties themselves. He was an absentee owner but had great management and an amazing reputation in the industry and in customer satisfaction. His company runs great hotels and develops great hotels. He knew everyone was focused on what was on the outside, but in the long run, what is going on in the inside was very important. His company did an amazing job on the inside as well. He has a very successful hotel in Portland with great staff. He had been looking for real estate along the Oregon coast and in Astoria for about five years. He made offers on a lot of different sites. Some were not available and in general sites are quite small. It is difficult to develop a hotel because of size. Generally, at least 60 rooms make things efficient, especially in a branded environment. The hotels his company owns and operates are branded hotels, but they like to say their hotels feel boutique. His company cannot be like the Cannery Pier Hotel because there are a lot of parameters thrown at them by Marriott that would preclude that from happening. Branding creates a certain amount of standards imposed on a property, a developer and an operator which are important to the community. His company complies with those standards. It is unusual for a small developer operator like his company to also operate their own hotels. They make long term commitments and rarely sell their properties. They have owned properties for 30 years and are still at the top of the market in the hotels they build even though they are not the top brand. They want to do this project right and get constructive input. Some of the standards are quite frustrating and it has been hard to interpret the code as a designer and developer. It has also been hard to live within the size parameters. Thirty thousand square feet is not big for a hotel and he must scrimp and save everywhere. The exterior stairs are not included in the square footage of the 30,000 square feet. He would rather have the stairs inside, but the Code forces him to try and make things work. He would rather build a bigger hotel, have more rooms, and put the stairs inside. He wanted to build a hotel in Astoria and hoped this could be figured out soon. This is a legitimate proposal and the town needs this hotel. The existing hotels are busy and the Marriott brand brings additional business into Astoria. He was not looking for a decision today but wanted feedback on the new design.

Mayor LaMear called for testimony in favor of the appeal. Hearing none, she called for testimony against the appeal.

Jan Faber 3015 Harrison, Astoria, thanked the Appellants for making some accommodations to some of the issues that raised before the DRC. He hoped this would be remanded back to the DRC because they spent a lot of time and were very familiar with the code sections that they applied. They have an architect and did a lot of legwork. This is a withdrawal of the appeal originally presented to the City Council. It is not an appeal anymore, it is a new proposal. If the Appellants want to bring modifications to the DRC, that is where it should go. He urged Council to get the DRC's expertise. He appreciated that the developers wanted to maximize their profit. There are one, two, and three-story hotels that function well all over the world. But Astoria does not have to go along with that. The City can decide what it wants on that property. The most attractive views are not seen from the front or back of the building and the proposal does not show the impact it will have when walking on the river or driving through town. You cannot tell the front from the back and the building completely blocks views of the river. From the Riverwalk, the building blocks views of the hills and the sky. The building is massive and it is appropriate for the DRC to consider that along with other criteria. He urged Council to treat this as a withdrawal of the appeal that was originally presented and remand it back to the DRC.

Michael Miller said the individuals were not a lower board. They are a superior board. They are the board that is specifically set up with experts and people with knowledge. City Council would have to be as knowledgeable as the DRC in order to try to litigate all of the details. The Council's only role is to make sure that the law was applied fairly. The Appellants are saying the law was not applied fairly, but they did not mention those points because they wanted to talk about a new design. New designs must go through the legal process that the City

set up. The community has two boards that are good and decent and have put a lot of hard work into what they do. They deserve the respect and the authority they have been given.

Loretta Maxwell, 1574 Grand Ave., Astoria, said she did not think the proposal showed the real impact of a building in that area. She wanted to see how much the building would block the view from Marine Drive. The reference to the canneries, built decades ago is not relevant because those buildings are not there anymore. But she appreciated that the look of the building was changed on the third try so that it would be appropriate with what Astoria has had in the past. She did not understand why the Appellant had not tried to buy the Astoria Warehouse, which has a lot of room that could be leased out or have huge events. Windows could be put all over the back of that building and no one would care. The warehouse already goes with the neighborhood and it would give the Appellants a lot more opportunity to expand.

Elizabeth Menetrey, 3849 Grand Ave., Astoria, asked if the community was being told that the Riverfront Vision Plan did not apply to the appeal.

City Manager Estes confirmed the Appellants have argued that application of the Comprehensive Plan policies dealing with the Riverfront Vision Plan are not applicable.

Ms. Menetrey confirmed that the Riverfront Vision Plan was incorporated into the Development Code and the Development Code did apply.

City Manager Estes noted that the Appellants were not arguing that the Development Code did not apply, just that the Comprehensive Plan language dealing with the Riverfront Vision Plan was not applicable. One action item in the Riverfront Vision Plan was to update the Development Code to refer to and apply the Plan. He confirmed the Comprehensive Plan and the appeal packet that included the details of the proposal were available to the public online on the City's website.

Ms. Menetrey said she did not see the required view corridor in the proposal. The view corridors are very important whether driving or walking. That is one thing in the Development Code that this does not address.

Kris Haefker [1:15:20], 687 12th Street, Astoria, said he appreciated the new design. It looked like a lot of work went into it. It looks like the Appellants picked up on a lot of comments from the community and were paying respects to the historic aspects of town. It was made clear that if a new design was going to be submitted, it would have to go through a design review again. The appeal is based on what the DRC and HLC rejected. So, the fair process is to resubmit the designs back to the DRC and HLC and stop the discussion.

George Hauge, 1 3rd Street, Astoria, said he also recommended this be sent back to the committees who denied the original proposal because they should be giving Council input on this proposal. The public should have additional time to review the documents in order to give feedback. The Appellants say they are concerned and want to respect the city, but it is sad that the City had to send a formal letter to get the landscaping cleaned up along Marine Drive. Stephanie's Cabin and the Ship Inn are still a mess. Thirty thousand square feet may be too much for this site because it cannot handle the parking. Every square foot is being used now and the Appellants do not plan to bulldoze Stephanie's Cabin. Their plan is open that building and have additional parking across the street in the empty parking lot partially used by the Oregon Human Resources, which is expanding. He assumed they planned to have additional parking in that lot. Chevron is trying to clean up the area and they have come up with some nice proposals. In October, they plan to clean up some hot spots in the river and at some point, they might clean up the parking lot. Then, the present owner might have a better idea of what to use the land for. City Council needs to think about where parking would be if this hotel cannot use the empty lot.

Glen Boring [1:20:00], 1 3rd Street, Astoria, said he was at the first meeting on the red building when it was first presented and there was a lot of community input. He was also present during the preliminary votes and the final votes by both committees on this request. He believed City Council's task was to approve or deny the appeal. The new design has nothing to do with the appeal. He was impressed with the new design but wondered why it did not come up earlier, after all of the public meetings. People usually want to push limits and do not want to go any further than they have to. The Appellants anticipated a denial of the appeal, which is why the new proposal was presented. If their proposal is denied again, would another new proposal be presented for that location? The task is to deny the appeal because the Appellants did not address those things in this hearing. The focus of attention was on the new design, which must come through the other two groups before it comes to City Council.

The appeal should be denied. If the Appellants are really interested in developing the property with the input of the community, they should start over with a new design.

Mayor LaMear called for a recess at 7:23 pm. The meeting reconvened at 7:33 pm.

Mayor LaMear called for the Appellant's rebuttal.

Mr. Holbrook said he did not expect City Council to make a decision tonight on the new design. He wanted to focus on the historic review because the way the review criteria is interpreted will not change, regardless of what is built on the site. Those criteria cannot be applied to a building when there is no building to measure against. Therefore, he did want a decision on the historic tonight. The appeal and additional comments submitted that day did include their arguments, which were not new. Going back to the HLC would not make any difference in the design because the criteria are the same and they cannot be applied in a rational way. He believed it was likely that the Council would remand the design review appeal back to the DRC. They do have the expertise to measure designs. He believed 90 days would be an appropriate amount of time to submit anything Staff needs to add to the record. However, he would be willing to discuss the deadline. Comments were made that the building was too big or too tall, but the Code specifically allows buildings of the proposed size, orientation and height. Applicants have to live by the provisions in the Code and the design review is only about the design of the building. He respected the concerns in the community, but the City allows buildings of this size, orientation, height, and mass in this location. The issues of height and massing are not before the City Council or the DRC. Unless Council is willing to make a decision tonight, it would not be beneficial to talk about specific design elements or respond to concerns because he fully anticipates another public hearing before the DRC.

City Manager Estes reminded City Council of their options and recommended next steps for both appeals.

Councilor Nemlowill confirmed the Appellant had agreed to extend the 120-day time limit if Council remanded the issue back to the DRC. She disagreed with the Appellants claim that the historic review was not necessary due to a lack of buildings. She explained that Astoria had a proposal for a cell phone tower in a historic park and the City did not feel the tower was compatible in a historic place. The old boiler, pilings, and ballasts deserve development that is compatible. The new design is more traditional working waterfront and might be more historically compatible with the remnants of the cannery buildings that used to be adjacent to the proposed hotel. She would probably deny the appeal of the HLC decision based on the design previously submitted. She asked if the Appellant would have a denial of the appeal or have the HLC decision remanded back for a review of the new design.

Mr. Holbrook stated he never liked leaving a hearing with a denial. He needed direction from Council on the historic review because he did not believe there was any rational or constitutionally supported way to measure a building against a boiler. He believed the HLC applied standards that are not set forth in the Code and the proposal was measured against buildings that are no longer there, which is a direct violation of the Code.

Mayor LaMear said she agreed with the Appellant on the HLC's review and decision. There are no adjacent buildings and she did not believe a new building could be required to be compatible with what was there historically. The HLC minutes of June 25th stated, "The Applicant was directed to follow criteria for a working waterfront." She asked what those criteria were. No one understood what those criteria are or how a new building could be required to be compatible with buildings that were there historically.

Councilor Price stated she remembered when Mr. Hollander gave a presentation to the Port Commission four or five years ago, which was right around the time the BVO was enacted. Even though Mr. Hollander was denied by the Port, Councilor Price began to realize that the eastern part of Astoria would change drastically over the next few years because people are interested. Things that some people do not like are in the Code and are allowed. Unless the Code is revised, the community will just have to get with the progress. City Council has no interest in revising the Code at this time. She believed there were some problems with the Development Code and in too many cases it looks back, not forward. Astoria is stuck with this definition of working waterfront and criteria. There is room in Astoria for good design that goes beyond working waterfront, but that is not allowed. Mr. Hollander has a good reputation for running very good hotels and she had no problems with the Marriott brand. At first glance, the design is much improved and she found a lot of value in their presentation tonight. However, she still believed City Council should deny both appeals. Astoria is a working waterfront town and it is not up to

City Council to rewrite the Code. She asked that the Appellants extend the time limit for another 120 days and send the new proposal back to the DRC and HLC.

Councilor Jones asked if Council could remand the appeal of the previous design with guidance to review the new design. He believed that Council would make a decision on the appeal of the original design. City Manager Estes explained that Council was considering two items, the HLC's decision and the DRC's decision. The options apply to both cases.

City Attorney Henningsgaard recommended that Council consider each appeal one at a time. The HLC review would be the easiest to deal with. The Appellants have asked for some specific findings on the interpretation of the City Code, which can only come from the Council. Section 6070(b) Historic Landmarks Commission Historic Design Review Criteria deals specifically with the request to build a new structure and the compatibility of the new structure's design with the design of adjacent historic structures. Council must decide whether it is possible to design a building that is compatible with the design of a pile of rocks and a boiler in the water. If Council finds it is not possible, the appeal should be approved. That would require findings that define what it really means to have a structure compatible with a design of the historic structures. The other criteria is that the location and orientation of the new structure is consistent with the typical location and orientation of adjacent structures, both historic and non-historic. If there is an issue with that, the HLC could review those issues. The Council needs to make findings with respect to those two sections and he did not believe the Council could verbalize those tonight. In the second appeal of the DRC decision, the Appellant has shown that there is room for movement to address some of the questions raised by the DRC. They are saying the DRC incorrectly applied their criteria, but they have suggested ways that they are willing to modify their proposal irrespective of their disagreement with the original decision. He believed it was very appropriate to remand that decision back to the DRC. The Appellants have also raised questions about the DRC process. Does the BVO or the Riverfront Vision Plan control the interpretation, or do they apply? And does the Comprehensive Plan directly apply to this proposal? The Council should make findings on that to help guide the DRC.

Councilor Jones asked when the Appellants began working on the revised design. He wanted to know if they had it in their back pocket all along or truly began working on it once the previous design was denied.

Mr. Reigelneegg said the newest design was not in their back pocket. They began working on it after the denial.

Councilor Jones stated that based on the comments made at all the previous meetings, it was obvious that the first design was never going to be approved. He wanted to know why the Appellants did not submit a design that was more compatible with what the community had expressed through public comment and through the public's representatives on the DRC and the HLC.

Sam Mullen 119 N. Commercial, Bellingham, WA, said he was at the community outreach meetings and the public hearings. Mr. Reigelneegg was being truthful. This design was not in their back pocket. They attempted to respond to the feedback they received at the first community meeting. They tried really hard and believed they had done a good job. Of course, that was not the impression they had made. They had attempted to go through all of the changes they had made at the last public hearings. This new design is a radical departure. Initially, they were considering a construction method that required thicker floor plates. This new design is a reflection of changing the construction method of the building, but it is substantive. The difference of a few inches per floor allowed them to pull the building down. He understood the desire to go through the right process and the hesitancy of going against or back or questioning the DRC and the HLC. The HLC gave really good feedback at their hearings. They were having a lot of difficulty interpreting how the structure would apply to a boiler. He recalled that at end of their discussion, Commissioner Osterberg came to the conclusion that because the HLC had nothing to compare the new building to, in essence the HLC was advocating for a landmark building. He was saying the building just needed to be good. That commission found it difficult to apply the criteria. He believed sending the proposal back to the DRC would satisfy both committees.

Councilor Jones clarified he just wanted to ask the question and was not accusing anyone of giving an untruthful answer. He agreed with the Appellant that determining how to apply historic compatibility standards with that particular historic landmark is problematic. In retrospect, it would have been good for questions to be asked when that landmark was designated.

Councilor Brownson said he believed the new design was a good response to the feedback given to the Appellants at the previous hearings. Despite their disagreement with the findings, they have shown a great deal of respect and responded in a very positive way. Since the new design is a specific response to the DRC's decision, the issue should be remanded back.

Councilor Price recommended the Council make a decision on the HLC decision first, and then the DRC decision.

City Attorney Henningsgaard suggested that the Council make tentative decisions and direct Staff to come back with findings that address the questions. Findings would help direct deliberations of the remand.

Mayor LaMear closed the public hearing at 8:01 pm and asked the Council to deliberate on Appeal 18-04 of the HLC's decision on NC18-01 first.

Councilor Nemlowill said she believed the only fair thing to do would be to send the proposal back to the DRC and HLC in order to give Staff the opportunity to do a technical analysis and give the public the opportunity to respond to the new design.

Councilor Brownson believed sending it back to the DRC was appropriate, but he believed he could make a decision on the HLC review. It is difficult to juxtapose a brand new building against the historic structures. He would appreciate a nod to the history of the area and he believed that had been included in the new design. He would be happy to approve the appeal of the HLC decision because the discussion is really about what a building should look like compared to pilings, an old heating unit, and a couple of rocks. The City can require a nod to the historic neighborhood.

Councilor Nemlowill agreed that the new design was more compatible with a traditional working waterfront. Therefore, it might be more compatible from an HLC standpoint. New evidence has been submitted and the public needs an opportunity to review that. The Council would be making a decision on the old design. No one has had the opportunity to comment on whether they believed the new design is historically compatible, which does not seem fair.

Councilor Brownson said he would be happy to ignore the new design when it comes to the appeal of the HLC decision.

Mayor LaMear reminded that if the Council sends the proposal back to the HLC, they will have to give a reason and some direction on what they are to consider. However, there really are no guidelines in this case because there are no adjacent buildings.

Councilor Price stated she did not have a problem with the location, but there is a lot of criteria for the HLC to consider on the structure. She was not willing to seed those criteria on the new proposal. She understood the difficulty in designing a building around a boiler, but it is possible. She was concerned that the Council would be setting a precedent that some of the HLC criteria would not apply when new buildings are compared to historic structures that are not buildings.

Councilor Brownson did not believe the Council had the time or the ability to come up with new criteria. The HLC attempted to apply the existing criteria to their findings, but he believed they had failed.

Councilor Price said maybe the new design would pass and the HLC should be given the opportunity to decide. She wanted the new proposal to go through the public process.

Councilor Brownson noted that one of the main points was that the HLC considered what used to be there, not what is there now. He disagreed with that premise. A building could not be designed around a boiler.

Councilor Jones agreed with the Appellant on the size, height, and mass of the building. He did see how the Council could apply standards that were stricter than the Code; the presence of historic boiler remnants on the water behind the lot do not affect that in any way. If he were on the HLC, he would have argued that some architectural detail standards could be applied based on what was there. If this went back to the HLC, he would

recommend they focus on architectural detailing, not height, scale, orientation, or anything else having to do with the size of the building.

City Council Action: Motion made by Mayor LaMear, seconded by Councilor Brownson to tentatively approve Appeal 18-04 by Sam Mullen of NC18-01 and direct Staff to prepare findings of fact in support of the appeal to be reviewed and adopted at the City Council meeting on September 4, 2018, pending an extension of the 120-day time limit by the Appellants.

City Manager Estes noted that the City would prefer the Appellant's attorney also prepare findings to be incorporated with Staff's findings.

Mr. Holbrook confirmed he would have no problem preparing findings. However, he did not want a final decision by Council on the HLC appeal until after a final decision had been made by the DRC. That would avoid any confusion about what the Council was approving. If the DRC approves the new design, the Council could then use that evidence to make their final decision.

City Manager Estes further clarified that the Appellant's findings on the HLC appeal would not be presented to the City Council for final approval until after a final decision had been made on the DRC appeal. That would require an extension of the 120 days on the HLC decision, coterminous with what is decided on the DRC decision.

Councilor Nemlowill confirmed with City Attorney Henningsgaard that Mr. Holbrook's comments were procedural and not new testimony. However, she suggested the public hearing be reopened because she believed a member of the audience wanted to submit new testimony.

Mayor LaMear reopened the public hearing at 8:14 pm and called for public testimony.

Elizabeth Menetrey, 3849 Grand Ave, Astoria, said many people have very strong opinions about this and she believed the people and the committees were not being respected. She spent 11 years working on the waterfront and the Bridge Vista was very flawed. The Code allows buildings to be high and 30,000 square feet. The people of the city are being let down.

Kris Haefker, 687 12th Street, Astoria, said he thought it was a mistake to describe a landmark as a pile of rocks, a chunk of steel, and some sticks in the ground. That description could be used for many historic pieces of architecture around the world. The City should stick to its guns on the landmarks. He recommended that the code reference historic structures. Pilings are a structure and steel chunks are sculpture. A pile of rock can be designed in many different ways. He did not agree with the Council on how to come to an agreement on a design. He asked that Astoria's historic landmarks be respected because the city deserves landmark architecture.

Jan Faber, 3015 Harrison Ave, Astoria, asked what kind of precedent this would set for the HLC. If there are no considerations when there are no historic buildings nearby, someone could build a pyramid or a revolving Ferris wheel. The Council must at least allow the HLC to see the new design and if they deny it, the decision can be appealed. Then, the Council can decide that no criteria can be applied if no buildings are around. By pushing the issue aside, the Council would be saying the HLC has no function in this process. This is the Appellant's fault because they submitted a new proposal at the last minute. If the appeal is not remanded back to the HLC, the Council is approving the old design and the new design would not be reviewed by the HLC. Time will not be extended and the Council's ability to overturn the HLC's decision will not change.

George Hauge, 1 3rd Street, Astoria, said he hoped the Council would support what the people have said about denying the appeal and allowing the HLC to review the new design. He wanted to know what the Council would have thought if no new design was submitted. He believed the new design led some of the Councilors to want to deny the HLC's decision. The HLC deserves the opportunity to take another look at the proposal and they are the professionals that the Council should rely on.

Mayor LaMear called for the Appellant's rebuttal.

Mr. Holbrook said their argument is that the HLC criteria cannot be applied in the way that is constitutionally valid. The new design and the previous design do not matter because the HLC will not review the design. It is appropriate for the Council to hold their final decision until after the DRC's final decision. They have appealed the application of the criteria, not the HLC's vision of the design.

Mayor LaMear closed the public hearing at 8:22 pm and called for discussion on the motion on the table, which was to tentatively approve Appeal 18-04 by Sam Mullen of NC18-01 and direct Staff to prepare findings of fact in support of the appeal to be reviewed and adopted at the City Council meeting on September 4, 2018, pending an extension of the 120-day time limit by the Appellants.

Councilor Price said approving the appeal would devalue Astoria's historic landmarks and the HLC. It would also imply that the HLC was not in compliance with State law. The old proposal would also be approved. Therefore, she would vote no.

Councilor Brownson stated he respected the HLC. The HLC had a difficult challenge to try to apply their criteria to this particular proposal and they did the best they could. They had a reason for their denial. Before seeing the new design, he agreed with the Appellants that the criteria needed more work. This is an interesting situation and it would take some discussion. He believed this type of situation would come up again and this process would help inform everyone. The Riverfront Vision Plan is a reflection of what is in the Code. And when there is a question about what the Code means, the HLC refers back to other documents in order to understand what historic detail means. The Bridge Vista plan recommends that the City preserve sweeping open vistas, incorporate built elements that respect and complement the working riverfront character, and maximize open areas. The Bridge Vista Area is adjacent to Uniontown, so designs should be consistent with the character of the Uniontown Alameda Historic District. The design review guidelines in the Code promote architectural elements that unify the Gateway Area by encouraging styles characteristic of Astoria. The historic architecture of Astoria is represented by a variety of styles. Differences in details may be seen from one neighborhood to the next and the guidelines advocate for the simplicity of designs that are characteristic of Uppertown and the working waterfront. It is important to respect the Code when it is applied. The original design did not respect the Code whatsoever. The hotel/motel looked similar to what one would see anywhere else. During a work session on visioning for Astoria, Councilor Jones had said he would to see a town that looked like any other town when driving into Astoria. He wanted Astoria to be something unique and the first design was not unique. He was pleased to see the new design. He was not disrespecting the HLC by disagreeing with their findings.

City Manager Estes restated the motion for clarification, as follows:

City Council Action: Motion made by Mayor LaMear, seconded by Councilor Brownson to tentatively approve Appeal 18-04 by Sam Mullen of NC18-01 and direct Staff to prepare findings of fact in support of the appeal to be reviewed and adopted at the City Council meeting on September 4, 2018, pending an extension of the 120-day time limit by the Appellants.

He recommended the motion be amended to stated that the Council would review the findings of fact and vote on final approval of the appeal after the DRC's decision has been finalized.

Councilor Nemlowill stated she was elected to represent the people and asked if it was fair to hold out on adopting findings for so long. If someone wanted to appeal to the Land Use Board of Appeals (LUBA) they would have to wait.

City Manager Estes explained that appeals can be filed after final decisions are made.

City Council Action: Minor amendment to the motion made by Mayor LaMear, seconded by Councilor Brownson to tentatively approve Appeal 18-04 by Sam Mullen of NC18-01 and direct Staff to prepare findings of fact in support of the appeal to be reviewed and adopted at a City Council meeting held after a final decision has been made by the DRC on Appeal 18-03 of DR18-01, pending an extension of the 120-day time limit by the Appellants. Motion carried 3 to 2. Ayes: Councilors Jones, Brownson, and Mayor LaMear; Nays: Councilors Nemlowill and Price.

City Manager Estes said if the Council wanted to remand the appeal back to the DRC, the Council would need to draft findings for them to consider. He wanted the opportunity to coordinate with the Appellant's attorney so that Staff had enough time to notice the hearing and, potentially, another appeal.

Councilor Brownson asked if City Council could simply direct the DRC to review the new design.

City Manager Estes said yes and reminded that the City Attorney had advised Council to adopt revised findings for the DRC to inform their review.

Councilor Price said this started out that Council would address the appeal that was presented to them. Now, the appeal has been split and the old design has been approved. She believed this appeal should be denied and require the DRC to review the new design. The Council just approved the old proposal which made some pretty serious accusations about how the HLC conducts itself. She believed the appeal should be addressed separate from the new proposal.

Councilor Nemlowill explained that if the Council denies the appeal, the new design cannot be remanded back to the DRC and the Appellant could appeal to LUBA.

Councilor Price said or the Appellant could just go back to the DRC with the new design.

Councilor Brownson stated the clear path would be to send this back to DRC with new information.

City Manager Estes noted that if Council simply wanted to remand the proposal back to the DRC, he wanted time to work through the 120-day rule with the Appellant. The Appellants will need to sign a document tonight in order to move forward. He requested a short recess.

Mayor LaMear called for a recess at 8:38 pm. The meeting reconvened at 8:49 pm.

City Council Action: Motion made by Councilor Price to deny Appeal 18-03 by Sam Mullen of DR18-01 and ask the Appellants to submit a new proposal for design review. Motion died for lack of a second.

Councilor Jones believed the Council agreed the new proposal should go through a design review and he wanted to know the mechanism that would allow that to happen.

Councilor Brownson explained that if the appeal is denied, the Appellants would have a choice. They could voluntarily submit their new design for a design review or they could appeal the existing design to LUBA.

City Attorney Henningsgaard stated that if the appeal is denied, the application is done and there is nothing to take back to the DRC. He confirmed with Planner Ferber that there was no waiting period for a similar application to be filed.

City Council Action: Motion made by Councilor Brownson seconded by Councilor Nemlowill to remand Appeal 18-03 by Sam Mullen of DR18-01 back to the DRC, pending an extension to the 120-day time limit by the Appellants. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, Brownson, and Mayor LaMear; Nays: None.

City Manager Estes confirmed that the Appellants had signed a waiver for a 120-day extension from August 23, 2018.

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

George Hague, 1 3rd Street, Astoria, confirmed the Councilors had received copies of a document he wanted to comment on. He had attended the Planning Commission and City Council meetings on the Urban Core. On Page 2 of 19 of his handout, there were straight yellow lines marking the river trail and the corridors that people would have to walk along in order to see the river. These corridors will not be like the corridors on 14th or 6th Streets. Buildings will be on either side of the corridors. The plan wants the City to get rid of the parking limitations, but the city does not have available parking to allow that to happen. Page 3 of 19 said physical and visual access to the water was to be promoted and that the river trail be enhanced. However, the plan does not do that in any way. Managed views of the river through building corridors should be allowed. Pages 13 and 14 contain slides that were used during the presentations given at the meetings. One slide kind of shows the managed views between buildings, but two of the slides give the impression that the view would be similar to the

Page 13 of 14

view from 14th Street. The text says there will be structures on both sides. There are buildings along the south side of the trail, but not side-by-side on the north side of the trail, so, the slides are not accurate to the text. Page 16 contains slides that give the impression that buildings would only be on one side, but buildings would be on both sides of the Riverwalk between 2nd and 16th Streets. The slides do not depict what is written in the text and Council should not allow the slides to be shown on September 12th when the presentation is given to the public because they are misleading. On Page 17, roof mounted equipment on any buildings north of Marine Drive should be included in the height of the building. Currently, there are buildings 10 or 12 feet taller than the height limit. He referred to Page 18 and asked that the Council not allow inaccurate depictions to be presented to the public on September 12th. There is no parking available and if the structures that burned down were rebuilt, more parking would be used up. If the City did what ODOT required at intersections, Astoria would lose even more parking. He asked that Council not allow the plan to eliminate parking. He was also bothered by the designs that show balconies looking over the Riverwalk. Council should not allow structures to have balconies because it would drive people on the Riverwalk crazy.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:02 pm.

ATTEST:

APPROVED:

Finance Director

City Manager

Astoria Library Board Meeting

Astoria Public Library

August 28, 2018

5:30 pm.

Present: Library Board members Kate Deeks, David Oser, Susan Stein, and Chris Womack.
Staff Library Director Jimmy Pearson.

Excused: Kimberley Chaput

Call to Order: Chair Kate Deeks called the meeting to order at 5:30 pm.

Approval of Agenda: The agenda was approved as presented.

Approval of Minutes: The minutes of July 24, 2018 were approved as presented. David Oser noted he was happy to read about the sidewalk repair in the Director's Report. Director Pearson added that the "draft" watermark had been added to the document since the minutes had not yet been approved and the expectation set by the City Manager is minutes will be submitted as soon as they are available to Council which will be prior to Board approval.

Board Reports:

Chair Deeks announced she would be gone for six to eight weeks to attend Sea School as a cadet. She confirmed that Vice Chair Susan Stein would be available to lead the meetings in her absence.

Library Director's Report:

Director Pearson read an email from a Coast Guard family who had moved away from Astoria and missed the library's story time. His Director's report was as follows:

- Personnel – Mary Lou has announced her retirement. He hoped to replace her with someone who speaks Spanish so the library could offer Spanish story time and make a better connection with the Spanish speaking community. He briefly described some potential scheduling changes that would better accommodate the library's hours of operations and programming.
- Library Programs – The concert in August was a success with 120 people in attendance. Fall programming would include a hands-on session the Ray Montgomery and his collection of vintage typewriters. In October 2019, the library will coordinate a One Read Astoria. He would form a committee to select a book and secure a sponsor for the program. Spokes was also going well and Ami was working on establishing a regular route for next year.
- Basement Items – Volunteers continue to work through the items in the basement recording data for input into a spreadsheet. He was working with Mac Burns to use another scanner, a grant that would fund more volunteers, and some software that would assist with the process. He shared an article about the first bookmobile in Oregon, and books on how to be a library trustee and the history of the Oregon Library Association.
- Library Calculator – The calculator has been displayed on a foam board to show that the library has provided \$2.1 million in services to the community during the last fiscal year.
- Library Facilities – The leaks in the roof have been repaired and 20 of the chairs have been restored. The quote for electrical work will have to be redone. He believed it would cost about \$5,000. The concrete work has been awarded.
- Director's Activities - He would be on vacation from September 29th through October 7th.

Chair Deeks said all of the feedback she heard about the concerts was positive. Director Pearson said he planned to continue the concert series every year. He commented on how much he appreciated the Public Works Department for their help with the concerts, the sign, and the stage. He added that Anne now had a new, faster computer with two screens and she loves it.

Update on ALFA Activities:

Director Pearson said ALFA did not meet, so no report was available. He planned to ask ALFA to help support the purchase of a product that merges mobile printing, scanning, and regular printing. He believed the cash box would cost about \$3,000 and the system would work with the library's current software.

Update on Foundation:

David Oser said the Foundation was reviewing detailed plans for local fundraising. After the election, they would do a mailing and host an event. Next year, the Foundation would take a more detailed look at their strategy.

New Business: No new business.

Old Business: No old business.

Public Comments: There were none.

Items for Next Meeting's Agenda: The next meeting on September 25th would be led by Vice Chair Susan Stein.

Adjournment: There being no further business, the meeting was adjourned at 6:05 pm.

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, Inc.

Parks Advisory Board Meeting Minutes August 22, 2018

Chairperson Norma Hernandez called meeting to Order at 6:51 am.

Present- Norma Hernandez, Jessica Schleif, Andrew Fick, Eric Halverson, and Michele Tompkins.

Absent- Jim Holen

Staff- Jonah Dart-McLean, Brianna Bowker

Public comments

1. George Hague, 1 3rd Street, Astoria, said 9th Street Park was finally mowed after a month and he hoped it would be mowed a couple of times a month from now on. People in the area look after the park, but he did not believe those people would ever form a group who made a formal agreement with the City. He asked that the Board request updates on Tidal Rock Park for the rest of the year. Next month, the City would begin public meetings on the Urban Core plan and he hoped the Board would participate. He had spoken to City Council and the Planning Commission about the use of pictures that are 10 years old, which do not accurately reflect the intended view corridors. According to the text in the Riverfront Vision Plan, there would be a tunnel of buildings north and south of the trolley along the Riverwalk. Parking restrictions will also be discussed. Parking is currently a mess along the Riverwalk and the plan will make the problems worse. He believed rooftop equipment should be counted toward building height requirements. The Fairfield Hotel added frontage to their building to cover the rooftop equipment that was six to 10 feet tall.

Approval of Minutes

- A. Eric Halverson noted he was not present, as stated in the minutes. July minutes were unanimously approved as corrected.

President Hernandez

- A. What do you hear- President Hernandez heard the Parks Foundation received a \$3,000 grant from Walmart. Jessica Schleif said she served beer and pizza at the movie in the park on Saturday and the sound worked fine. Eric Halverson attended the Regatta Run, which had a small turnout, but was a lot of fun.

Employee and Volunteer Recognition

- A. Brianna Bowker recognized Winde Luke as the August employee of the month.
- B. Ms. Bowker recognized Vanessa Bish as August Park Partner of the month.

Old Business

- A. Jonah Dart-McLean said the Parks Foundation's movie night had a good turnout. He confirmed that the Birchfield neighborhood was having movies in the parks as well, but those were not official Parks events.
- B. Mr. Dart-McLean updated the Board on Staff's efforts to implement the Parks and Recreation Master Plan. Updated drafts of the Capital and Maintenance Plans would be ready in September.

- C. Mr. Dart-McLean said City Council had approved a Memorandum of Agreement (MOA) for the care and maintenance of Customs House Park by the Lower Columbia Preservation Society (LCPS). The LCPS had requested a few changes to the opt-out language in the agreement after the Park Board had approved it. Staff worked with the City Attorney to change the agreement. The changes made were not a substantial; the LCPS just wanted the option to opt out of the agreement annually.
- D. Mr. Dart-McLean provided an update on the exterior signage at the Aquatic Center. Roger McKay was selected after Staff reached out to local artists. The words have been painted on the side of the building and Mr. McKay was working on the layout for the blue waves. The mural would be complete by September 15th.

New Business

- A. Mr. Dart-McLean updated the Board on vacant Staff positions and recent staffing changes, noting there would be no major changes to the Department's services.

The Board and Staff discussed Angela Cosby's contributions as Parks Director and her resignation's impact on Staff and the Board. They also discussed the Board's involvement in the hiring process for the Parks Director position.

- B. Mr. Dart-McLean presented a list of annual facility closures and briefly explained the work that would be done at each facility.
- C. Mr. Dart-McLean provided details about the 2018 Regatta, which had a great turnout. The Parks Department had a float in the parade, which won an award. Brianna and President Hernandez briefly shared about their experiences at the Regatta.

Staff Reports and Upcoming Events

The following reports were presented to the Board as part of the agenda packet:

- A. Maintenance
- B. Aquatic Center
- C. Recreation
- D. Lil Sprouts/Port of Play
- E. Communications/Marketing

Future Meetings

- September 26, 2018 at 6:45 am in City Hall, Council Chambers
- October 24, 2018 at 6:45 am in City Hall, Council Chambers

Non-Agenda/Miscellaneous Business

- 1. Staff and Board members discussed the recent break in and theft at the Recreation Center and vandalism at the Tapiola restrooms, Tidal Rock Park, and the downtown restrooms.
- 2. Jessica Schleif announced that the wooden beds at the Grey School community garden needed to be replaced. She suggested the wood be replaced with a sustainable material. Mr. Dart-McLean described the work necessary to replace the wood.
- 3. Jessica Schleif updated the Board on Tidal Rock Park. The park would have an event as part of the Second Saturday Art Walk on September 8th. She provided details about the installations and performances and said restoration and maintenance was ongoing.

Next meeting will be held Wednesday, September 26, 2018 at 6:45am at City Hall in City Council Chambers.


DRAFT



CITY OF ASTORIA

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MEMORANDUM • POLICE DEPARTMENT

DATE: SEPTEMBER 10, 2018
TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: ASTORIA POLICE DEPARTMENT – STATUS REPORT

Overall this quarter has been relatively quiet with minimal high-profile incidents. Astoria PD calls for service totaled 4234 which is significantly higher (about 600 calls higher) than an average quarter in 2017 but partially explained by the summer tourism and traffic. The total calls for service, year-to-date, totaled 11,386 which would trend at over 16,000 for the year at this rate. Our officers and dispatchers are staying very busy.

Officer Levi Winfrey and Officer Andrew Murray were both released to full solo status which is a great relief for our department and community. Both officers are performing well out on their own. Our newest officer, Alex Whitney is half way through the 16-week police academy and is scheduled to graduate in November. He is doing very well. There are no officers on injured status, so that combined with our two newest officers has taken a big load off of our staff. We recently completed a testing process and have placed two candidates into background checks to fill our remaining opening. We are still evaluating filling the vacant second detective position from our patrol ranks, but most likely after the summer tourism lessens, probably closer to January.

Astoria 9-1-1 staffing continues to be a challenge. The work is complex and it is difficult to hire and train the right person. One of the two dispatchers in training resigned recently and the other one is nearing completion of the training and is doing well. We are currently processing three applicants for open positions. The dispatch center's staffing level had been seven and a half full time equivalent positions for 24-hour coverage. Dispatchers continue to work a significant amount of overtime to fill vacancies. Operations Supervisor, Candace Pozdolski has partially moved into her new role but is still filling shifts to cover shortages until staffing improves.

Our dispatchers and officers have done an excellent job responding to calls for service, providing good response times and rapid capture of offenders.

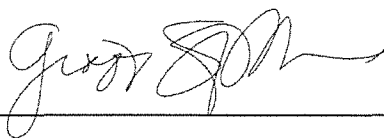
Training is one of our highest priorities for our employees. There are certain minimum training requirements from the State especially in the area of perishable skills such as use of force training. Simply meeting these requirements consumes much of our quarterly training time. During this last quarter, we trained on Emergency Vehicle Operations, taser recertification, DUI enforcement, mental illness and Clatsop Behavioral Health's new Mobile Crisis Response Plan.

Homelessness continues to be a huge challenge for our community and Police Department. Since we started tracking homelessness-related calls for service last January 1st, we have responded to 203 calls directly related to homelessness. This number is conservative as officers sometime forget to flag a call or there is an insufficient connection to a person being homeless. Officers work to find humane solutions to deal with these individuals seeking the assistance of our social service partners as appropriate. We have seen a significant increase in calls for service

related to illegal camping. We are currently seeking creative solutions to deal with these challenges. These creative solutions will benefit the police department and community as a whole. Work continues on the Mayor's Homelessness Task Force and we value the benefit of having the task force as a sounding board.

The safety of our students and staff in our schools is one of the highest priorities. APD participated with other Clatsop County law enforcement leaders to ensure our training is current and consistent throughout the county. Last July, all of our officers participated in active shooter training in Seaside with other Clatsop County law enforcement officers. In the near future, we will be incorporating school officials and Fire Department personnel in this training as well. Astoria School District has done a good job of securing their schools and all officers have been provided with the latest maps and lock box locations for emergency access. Discussions continue with the Astoria School District regarding cost-sharing to restore a school resource officer which would be a significant benefit to the schools.

Over the next quarter we will be exploring the feasibility of a new Citizen's Academy and looking into volunteer programs to include the possibility of bringing back a police reserve program.

By: 
Geoff Spalding, Chief of Police



CITY OF ASTORIA

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MEMORANDUM • FIRE DEPARTMENT

DATE: SEPTEMBER 11, 2018
TO: MAYOR AND CITY COUNCIL
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: ASTORIA FIRE DEPARTMENT STATUS REPORT: June 1 – Aug 31

Emergency Response Summary

The Astoria Fire Department has responded to 389 emergency requests for service in 2018 during the months of June, July and August. Our call volume for 2018 is greater than 2% higher vs. the same time period in 2017. It is important to note that 2017 was the highest call volume in the history of the Astoria Fire Department.

During this time period AFD has responded to:

- **Reportable Fire Incidents 28** – these include structure fires, vehicle fires, chimney fires, wildland fires, etc. These fires have resulted in an estimated loss of \$261,410.
- **Emergency Medical/Rescue Incidents 241** – AFD responds to life threatening medical calls (heart attacks, seizures, breathing difficulties, overdoses, etc.) as well as motor vehicle accidents, people trapped in elevators, etc.
- **Hazardous Condition Incidents 7** – type of calls included combustible and flammable liquid spills, power lines down, carbon monoxide incidents, hazardous materials incidents. State HazMat Team 11, our regional hazardous materials team responded to Cannon Beach as part of an official State Call-out for an unknown incendiary device found on the beach.
- **Service Calls 15** – The service call category includes items such as water evacuation, smoke or odor removal, assisting police or other public agencies, assisting invalids, cover assignments, unauthorized burning, and other public service calls.
- **Good Intent Calls, False Alarms, & False Calls 98** – This category includes false fire alarms, false medical alarms, incidents where we are canceled while still en-route, smoke scares or odor of smoke, and malfunctions of alarm equipment.

2018 Year to Date Training

Department members have been very active in training. Every member has minimum annual training requirements to maintain certification; these training requirements are

the same for both career and volunteer firefighters. Every certification requires additional continuing education to the annual load for that member on top of the hours required to achieve initial certification.

Examples of certifications achieved or maintained include:

- | | |
|------------------------|---|
| ○ Firefighter 1 | ○ Instructor |
| ○ Firefighter 2 | ○ Hazardous Materials Operational Responder |
| ○ Apparatus Driver | ○ Hazardous Materials Technician |
| ○ Pumper/Operator | ○ Emergency Medical Technician |
| ○ Aerial Operator | ○ Advanced EMT |
| ○ Fire Officer | ○ EMT- Intermediate |
| ○ Wildland Firefighter | |
| ○ Wildland Engine Boss | |

Thanks to a very generous donation by Columbia Memorial Hospital, we had the benefit of the use of a structure to conduct training in a much more realistic manner. We were able to conduct a “burn to learn” on that structure and get our members valuable, live-fire training.

Also of great importance, we recently underwent a review by the Oregon Department of Public Safety Standards and Training to receive state accreditation for the next three years.

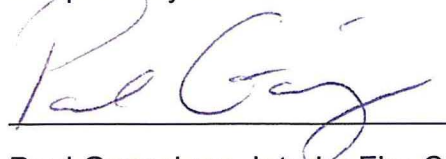
In total for this time period, Astoria Fire Personnel have logged **725 hours** of training.

Other Notables

- The State of Oregon has seen numerous wildfires over the last two months. Many of these fire were declared “Conflagrations” by the Governor which allows jurisdictions to bring in resources from other areas of the State. The Astoria Fire Department has worked hard over the last five years to bring our training and certifications to a level that would allow us to respond should we be requested. AFD had not mobilized to a conflagration since 1996. I am proud to say that so far this fire season AFD has mobilized three times as part of the Clatsop County task force.
- We were able to purchase, in partnership with the Astoria Police Department, a side by side four-wheel drive response vehicle. This vehicle will allow both of our Departments to respond to areas where other vehicles cannot drive; most notably the Alderbrook Beach area along the Riverwalk and our forested areas. Since being placed in service mid-July it has already been used to maneuver quickly at events such as the Regatta Parade as well as in two responses including a recent fire on one of the over water trestles along the Riverwalk off Alderbrook.

- Our two newest firefighters both successfully completed their probationary year and are now ready to continue with their training! I would like to congratulate Firefighters Carlos Gomez and Mike Groat on a very successful first year!
- This summer also saw the retirement/resignation of our most dedicated and dependable Volunteer Firefighter, Bob Steiner. Bob was with us for over four years and responded to an average of over 90% of volunteer call-outs. His dedication to our department will be greatly missed.
- The search for our new Fire Chief continues in the capable hands of ESCI. The search is taking longer than expected and an Interim Fire Chief has been brought on board to help “steer the ship” until a permanent hire is found. We would like to welcome Chief Richard Curtis, who recently retired from the Anacortes Fire Department in Washington after 22 years in that position. We are happy to have Chief Curtis on board and look forward to continued smooth operations.
- My retirement and official leaving of service is rapidly approaching. By the time you, the Council, read this memo I will no longer be a City of Astoria employee. Having spent the last 31 years working for the Astoria Fire Department I have had the privilege of working with a great number of highly skilled firefighters and, more importantly, an amazing group of people. I started as a temporary firefighter and had the opportunity to work every position within the Department culminating in the opportunity to serve as the Interim Fire Chief for the last few months. I would like to thank you for the opportunity to do so, as well as all of the department members for their support during this transition. The members of this Department are top notch and my hopes are that the Department continues to move forward in a positive manner. Thank you again for an absolutely amazing career, I will forever be proud to say that I was a member of the Astoria Fire Department.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read "Paul Gascoigne", written over a horizontal line.

Paul Gascoigne, Interim Fire Chief



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • FINANCE DEPARTMENT

DATE: SEPTEMBER 1, 2018
TO: MAYOR AND CITY COUNCIL
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: CLOSE EXISTING FUNDS WITH RESIDUAL TRANSFERS

DISCUSSION/ANALYSIS

The East Astoria Waterline Debt Service Fund # 265 and 7th Street Dock Debt Service Fund # 267 assessments due to City have been collected and debts paid.

ORS 294.353 provides guidance for the elimination of an unnecessary fund and provides for a transfer of the remaining balance to the General Fund if no other fund was designated at the time of creation. An alternate designation was not made when Funds # 265 and # 267 were established.

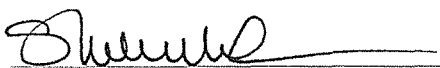
ORS 294.463 provides guidance for the transfer of appropriations and an equal amount of budget resources between funds when authorized by resolution of the governing body. Funding for the City portion of the Waterline and 7th Street Dock debt service originated from the Public Works Improvement Fund. Per ORS 294.353 the transfer of remaining Debt Service balances must be made to the General Fund if not otherwise designated, however, it is appropriate to return the funds to Public Works Improvement Fund. A resolution transferring a total of \$ 15,210.93 from General Fund to the Public Works Improvement Fund is attached.

Resolutions are presented to close Funds # 265 and # 267 transferring the residual cash to the General Fund per ORS 294.353 and a resolution is presented to transfer the total residual cash transfer from General Fund to Public Works Improvement Fund # 176 per ORS 294.463.

RECOMMENDATION

As two actions are needed, two resolutions are proposed:

- It is recommended that Council consider a resolution to eliminate unnecessary Funds East Astoria Waterline Debt Service Fund # 265 and 7th Street Dock Debt Service Fund # 267 transferring residual amount totaling \$ 15,210.93 to General Fun, and
- It is recommended that council consider a resolution to transfer \$ 15,210.93 from the General Fund to # 176 Public Works Improvement Fund.

By: 

Susan Brooks,
Director of Finance & Administrative Services

Resolution No. 18 -

A RESOLUTION CLOSING THE EAST ASTORIA WATERLINE LOCAL IMPROVEMENT DEBT SERVICE FUND # 265 AND 7TH STREET DOCK LOCAL IMPROVEMENT DEBT SERVICE FUND # 267

WHEREAS, the City of Astoria has retired the East Astoria Waterline Loan and all amounts due to City for this debt have been paid and,

WHEREAS, the City of Astoria has retired the 7th Street Dock Loan and all amounts due to the City for this debt have been paid and,

WHEREAS, all resources and requirements have been accounted for and,

WHEREAS, ORS 294.353 provides direction for the elimination of an unnecessary fund and provides guidance to transfer the residual amount of \$ 14,815.85 from the East Astoria Waterline Debt Service Fund # 265 and \$ 395.08 from the 7th Street Dock Debt Service Fund # 267 to the General Fund when another fund is not designated at the time of fund creation.

WHEREAS, the adjusted budgets are on file in the office of the Director of Finance and Administrative Services at City Hall.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ASTORIA:

Elimination of the East Astoria Waterline Debt Service Fund # 265 and Transfer of \$ 14,815.85 remaining fund balance to General Fund as follows:

<u>East Astoria Waterline Debt Service Fund</u>	<u>Existing</u>	<u>Change</u>	<u>Adjusted</u>
Transfers Out to General Fund	\$ 14,750	\$ 65.85	\$ 14,815.85
<u>General Fund</u>	<u>Existing</u>	<u>Change</u>	<u>Adjusted</u>
Transfers In from E Astoria Waterline	\$ 14,750	\$ 65.85	\$ 14,815.85

Elimination of the 7th Street Dock Debt Service Fund # 267 and Transfer of \$ 395.08 remaining fund balance to General Fund as budgeted for Fiscal Year 2018-19.

ADOPTED BY THE CITY COUNCIL THIS _____ DAY OF _____, 2018.

APPROVED BY THE MAYOR THIS _____ DAY OF _____, 2018.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION YEA NAY ABSENT
Commissioner Nemlowill
Brownson
Price
Jones
Mayor LaMear

Resolution No. 18-

A RESOLUTION TRANSFERRING AMOUNTS FROM GENERAL FUND TO PUBLIC WORKS IMPROVEMENT FUND # 176.

WHEREAS, the East Astoria Waterline and 7th Street Dock Debt Service Accounts have been closed and residual amounts transferred to the General Fund in accordance with ORS 294.353 guidance, and

WHEREAS, prior transfers from Public Works Improvement Fund have been made to each Debt Service Fund to pay for the City portion of each improvement. Appropriate reversion of the residual balance from East Astoria Waterline in the amount of \$ 14,815.85 and from 7th Street Dock Improvement in the amount of \$ 395.08 totaling \$ 15,210.93 is appropriate from the General Fund as transfer of residual funding which was not designated when these funds were established, and

WHEREAS, ORS 294.463 provides guidance for the transfer of resources and appropriations between funds by the action of the governing body, and

WHEREAS, the adjusted budgets are on file in the office of the Director of Finance and Administrative Services at City Hall.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ASTORIA:

Transfer of Funds from General Fund to CSO Debt Service Fund # 270

<u>General Fund</u>	<u>Existing</u>	<u>Change</u>	<u>Adjusted</u>
Transfers Out to Public Works Improvement Fund # 176	\$ -	\$ 15,210.93	\$ 15,210.93
<u>Public Works Improvement Fund # 176</u>	<u>Existing</u>	<u>Change</u>	<u>Adjusted</u>
Transfers In from General Fund	\$ -	\$ 15,210.93	\$ 15,210.93

ADOPTED BY THE CITY COUNCIL THIS _____ DAY OF _____, 2018.

APPROVED BY THE MAYOR THIS _____ DAY OF _____, 2018.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION YEA NAY ABSENT

Commissioner Nemlowill

 Brownson

 Price

 Jones

Mayor LaMear



CITY OF ASTORIA

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MEMORANDUM • CITY MANAGER

DATE: SEPTEMBER 12, 2018
TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: PROPOSED EXPANSION TO THE CLATSOP ENTERPRISE ZONE
BOUNDARY TO INCLUDE PORTIONS OF ASTORIA

DISCUSSION/ANALYSIS

At the March 2018 City Council work session, Melanie Olson from Business Oregon, Kevin Leahy from Clatsop Economic Development Resources (CEDR), and Bob Dorn of Hyak Maritime met with Council to discuss a possible extension of the Clatsop Enterprise Zone to include portions of Astoria. Information about Enterprise Zones was presented at the meeting and is further attached to this memorandum. Enterprise Zones are an economic development tool which provide incentives primarily for manufacturing businesses. An Enterprise Zone does not supersede a municipality's zoning codes.

At the end of the work session there was Council consensus that they wished to see North Tongue Point as well as other portions of the City included in an Enterprise Zone. While Enterprise Zones primarily provide an economic development incentives for manufacturing uses; hotels are also eligible. The Council stated they did not want hotels to be an eligible for incentives.

Business Oregon, CEDR, Clatsop County and City staff subsequently conducted the required analysis to determine Enterprise Zone eligibility in the Astoria city limits and have conducted analysis as to where Enterprise Zone boundaries should be recommended. The various zoning districts were reviewed to determine where manufacturing (including cottage manufacturing) was permitted. At the July 16, 2018 Council meeting, staff presented the draft proposed expansion map. Council was supportive of the proposed areas and provided direction to move forward with the process to expand the Clatsop Enterprise Zone.

Since the July 16th Council meeting a final metes and bounds description was created and the required notification was provided to taxing districts. A draft resolution has been prepared for Astoria City Council consideration to expand the Clatsop Enterprise Zone. Maps and metes and bounds descriptions of the expansion area accompanies the resolution. It should be noted the final "BE IT FURTHER RESOLVED" statement excludes hotels, motels, or destination resorts as being eligible for enterprise zone participation within the city limits of Astoria. This does not affect eligibility for this use within other Clatsop County jurisdictions covered by the enterprise zone (Warrenton and unincorporated Clatsop County).

Should Astoria City Council approve an implementing resolution, the expansion of the Clatsop County Enterprise Zone would also need to be approved by the Warrenton City Council, Port of Astoria Commission, and Clatsop County Commission. This is required as the three other entities were involved in creation of the existing Zone and any modifications must also be approved by them.

RECOMMENDATION

It is recommended that Council consider the attached resolution which would expand the Clatsop Enterprise Zone.

Enterprise Zones

Enterprise zones were formed in 1986 to help foster employment opportunities and increase local competitiveness. These zones offer tax relief on new private capital in exchange for investing and hiring in the enterprise zone. Qualifying businesses receive exemption from local property taxes on new plant and equipment for three years (but up to five years) in the standard program.

Enterprise zones are sponsored by city, port, county, or tribal governments. In general, the sponsor must comprise all jurisdictions in which there lies some part of the zone. Sponsors have a number of duties and opportunities, but all such sponsoring governments must act jointly in conducting zone business.

Enterprise zones in Oregon come in many shapes, are often noncontiguous, and typically encompass all of the local land that an eligible business might use throughout the community.

There are currently 69 enterprise zones across Oregon: 54 rural and 15 urban. Local governments are responsible for creating, amending, managing, and renewing most of these zones, until June 30, 2025.

CEDR is Clatsop County's zone manager.

Business Eligibility

Eligible businesses include manufacturers, processors, shippers and a variety of operations that serve other organizations, as well as call centers and headquarter-type facilities. Hotel/resort businesses also are eligible in some of the enterprise zones, with local approval. Otherwise, retail, construction, health care, financial and certain other defined activities are ineligible.

Qualified Property

In Oregon, all non-vehicular, non-inventory business property is assessed for taxation. Total local levies average about 1.6 percent of assessed value.

New buildings/structures, structural modifications or additions, or newly installed machinery and equipment located in the zone qualify for the tax exemption. Only the increase in assessed value attributable to the additions or modifications is exempt in the case of a building or structure. The investment must be \$50,000 or more in total for all of the real property in any property schedule.

Land, non-inventory supplies, rolling stock, vehicles and motorized-driven vehicles, previously used property value and miscellaneous personal property do not qualify.

Criteria for Qualifying Projects

For the basic, three-year enterprise zone exemption period, the business needs to:

- increase full-time, permanent employment of the firm inside the enterprise zone by the greater of one new job or 10% (or less with special-case local sponsor waivers);
- generally have no concurrent job losses outside the zone boundary inside Oregon;
- maintain minimum employment level during the exemption period;
- enter into a first-source agreement with local job training providers.

For the four or five year exemption period, the business must satisfy the above criteria for the three-year period, and

- receive special local approval, and
 - the average of new employees' compensation (including benefits), needs to be at or above 130% or 150% of the county average wage as set at the time of authorization; and
 - wages must be equal to or greater than the current county average wage in that fourth/fifth year.

Employment to Qualify

Oregon's enterprise zones are intended to create new jobs, for which there are two basic requirements that an authorized business must satisfy to receive the standard exemption on property.

Increase by First Year of Initial Exemption (gateway requirement)

- Authorized business must increase its employment within the enterprise zone by the **greater of one person or 10%**.

Maintain Increased Employment Level

- For each assessment (calendar) year of the exemption period, the business' annual average employment must likewise be at least 110% of (and one job more than) the pre-application annual average.

- As reported at the start of each year—and after the last year—of exemption, total firm employment may not have fallen by 85%, or by 50% over two successive Exemption Claims, relative to the highest level of total employment on any previous claim form.

- Noncompliance with one or both of the above two requirements constitutes substantial curtailment.

Jobs That Are Counted

- Persons working full-time—employed more than 32 hours per week (not full-time equivalents or part-time employees).
- Permanent/year-round positions, and thus not anyone hired temporarily, seasonally, or solely to construct/install property.
- Employees working mostly (anywhere) inside the enterprise zone.
- Jobs that primarily perform or support eligible operations/activities.

- May include contract or leased employees.

Local Waiver of Employment Requirements

The governments that sponsor the enterprise zone may waive the required increase of employment inside the zone, as discussed above, by adopting resolution(s) that establish an alternative minimum employment level and possibly other conditions.

This must be done before authorization and satisfy either of two sets of circumstances:

1. If the total cost of investment in qualified property is \$25 million or more, the business' employment may even be permitted to decrease.
2. If all of the following are met:
 - Productivity at the facility increases by 10% within 18 months of starting exemption, according to measures described in the resolution.
 - Business dedicates an amount equal to 25% of its property tax savings to workforce training, including internal use up to \$3,500 per employee.
 - No net drop in the enterprise zone employment of the business.

Impacts of an enterprise zone

Combined with upgrading local capacity (e.g., infrastructure, industrial sites), an Oregon enterprise zone is meant to induce additional private-sector investment and jobs by signaling a receptive business climate, primarily through a significant but short-term infusion for the project's cash flow, in order to:

- encourage homegrown entrepreneurs and businesses to start up and grow
- prompt bigger re/investment than might otherwise occur
- accelerate investments and hiring compared to an ordinary rate
- expand employment (business must increase full-time, year-round jobs in the zone)
- help regions overcome economic dislocations and structural deficiencies
- retain and attract operations that would move or locate elsewhere
- buttress the early success of traded-sector business projects, and
- stimulate higher levels of employee compensation with the 5-year abatement.

Enterprise zone exemptions do not necessarily affect available resources for local public services, depending on statewide equalization of school funding and prevailing limitations on tax rates and levies that pertain to new industrial property in particular tax codes. Enterprise zone incentives can even enlarge the local tax base, which under the current property tax system would increase future revenues, due to the introduction of new property that is taxable for many years after the period of exemption.

Enterprise zone termination

Ten to eleven years after designation, each enterprise zone terminates by operation of law (sunset). Boundary changes and other intervening events in no way affect these sunset provisions.

In addition, the zone sponsor may always adopt resolutions and submit them to the department requesting the director of Business Oregon to issue an order of termination. Such a request must pertain to the entire enterprise zone and include all of its sponsoring local governments. Similarly, the director of Business Oregon might order termination of an enterprise zone, because the sponsor is unable or unwilling to fulfill its duties. Termination under either of these circumstances precludes the community from having another enterprise zone for the next 10 years.

Finally, effective June 30, 2025, all non-tribal enterprise zones expire under current law, along with their ability to approve future tax incentives (programmatic sunset).

Resolution No. 18-__

**IN THE MATTER OF AUTHORIZING MODIFICATION AND AMENDMENT OF THE EXISTING
CLATSOP ENTERPRISE ZONE BOUNDARY**

WHEREAS, the City of Astoria and the existing Clatsop Enterprise Zone (CEZ) have determined to modify its boundary;

WHEREAS, the municipal corporations, school districts, special service districts, and so forth that receive operating revenue through the levying of ad valorem taxes on real and personal property in any area of this enterprise zone, as amended, were sent notice regarding this boundary change;

WHEREAS, this enterprise zone, as amended, has a total area of 7.0 square miles, an overall increase of 2.2 square miles; it meets other statutory limitations on size and configuration, and it is depicted on drawn-to-scale maps (Exhibit A). Areas to be included in this process are located in, and immediately surrounding the City of Astoria;

WHEREAS, the City of Astoria shall continue to fulfill its duties and implement provisions (jointly with other co-sponsors) under ORS 285C.105 or elsewhere in ORS Chapter 285C and related parts of Oregon Law;

WHEREAS, modification of this enterprise zone does not grant or imply permission to develop land inside it without complying with jurisdictional zoning, regulatory and permitting processes and restrictions; nor does it indicate any intent to alter those processes or restrictions, except as otherwise done in accordance with Comprehensive Plans as acknowledged by the State of Oregon Land Conservation and Development Commission (LCDRC);

WHEREAS, the City of Warrenton, Port of Astoria, Clatsop County and the City of Astoria are interested in encouraging new business investment, job creation, higher incomes for local residents, and greater diversity of economic activity;

WHEREAS, the City of Warrenton, Port of Astoria, Clatsop County and the City of Astoria appreciates the impacts that the designated enterprise zone would have and the property tax exemptions that eligible business firms might receive therein;

NOW, THEREFORE BE IT RESOLVED, that the City of Astoria does hereby join the Clatsop Enterprise Zone as a new cosponsor;

BE IT FURTHER RESOLVED, under ORS 285C.115, the City of Warrenton, Port of Astoria and Clatsop County does hereby change the boundary of the Enterprise Zone, jointly with the City of Astoria, as described in the exhibits;

BE IT FURTHER RESOLVED, that Clatsop County Enterprise Zone Manager is authorized to submit documentation for this enterprise zone boundary change to the Oregon Business Development Department (OBDD) on behalf of the zone sponsor for purposes of a positive determination in favor under ORS 285C.117;

BE IT FURTHER RESOLVED, this enterprise zone boundary change takes effect on the date in which all co-sponsors have adopted expansion resolutions, (or later, as so stipulated by OBDD in its determination pursuant to any revision and resubmission of documentation); within the Clatsop Enterprise Zone under ORS 285C.120 (2) for purposes of this boundary change.]

BE IT FURTHER RESOLVED, the City of Astoria, in joining the sponsorship of this enterprise zone, excludes itself under ORS 285C.070 (4) and 285C.115 (7) from the zone's existing election, by which a hotel, motel or destination resort is an eligible business elsewhere in the zone.

Section 1. Effective Date. This Resolution is effective on the date of its passage.

ADOPTED BY THE CITY COUNCIL THIS 17TH DAY OF SEPTEMBER, 2018.

APPROVED BY THE MAYOR THIS 17TH DAY OF SEPTEMBER, 2018.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION	YEA	NAY	ABSENT
Councilor	Nemlowill		
	Jones		
	Price		
	Brownson		
Mayor	LaMear		

CLATSOP ENTERPRISE ZONE

Current Boundary and Astoria Additions

- Clatsop Enterprise Zone (2018)
- Enterprise Zone Addition
- Highway
- Arterial
- Collector
- Local
- Airport
- Railroad
- City Limits (2016)
- Park/Open Space/Natural Area
- Waterbodies

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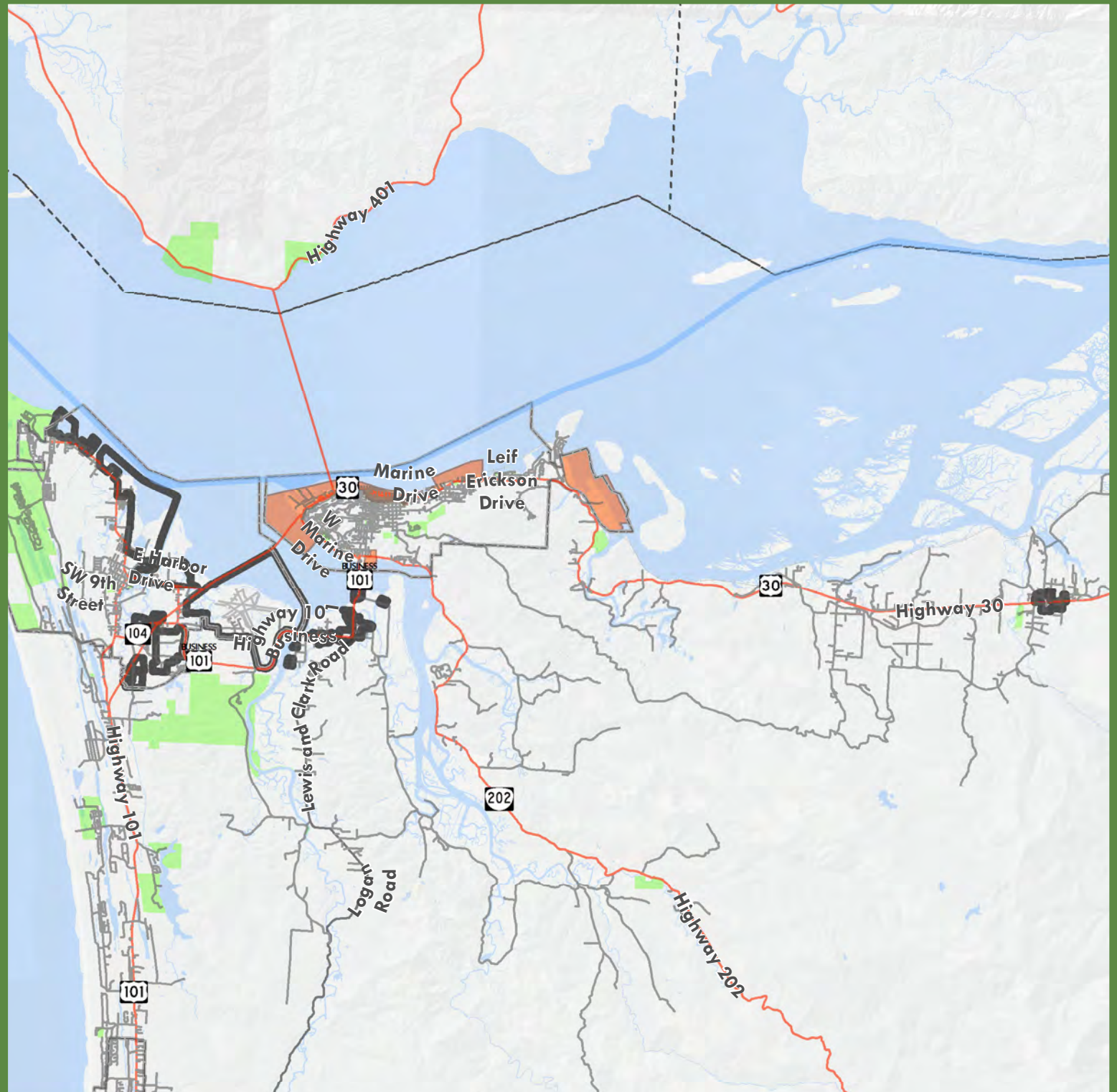


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DISCLAIMER: This data was produced using Clatsop County GIS data. The data is maintained by Clatsop County to support its governmental activities. Clatsop County is not responsible for any map errors, possible misuse, or misinterpretation.

MAP AUTHOR: Alejandra Bancke (GIS Specialist / Project Planner)
DATE SAVED: Wednesday, August 08, 2018

FILE LOCATION: W:\ALL\CLATSOP_ENTERPRISE_ZONE\EZ_2018_Astoria_et_al\COUNTY_CLATSOP_Map_Proposed_EZ_ASTORIA_2018_Landscape.mxd



CLATSOP ENTERPRISE ZONE

Current Boundary and Astoria Additions

- Clatsop Enterprise Zone (2018)
- Enterprise Zone Addition
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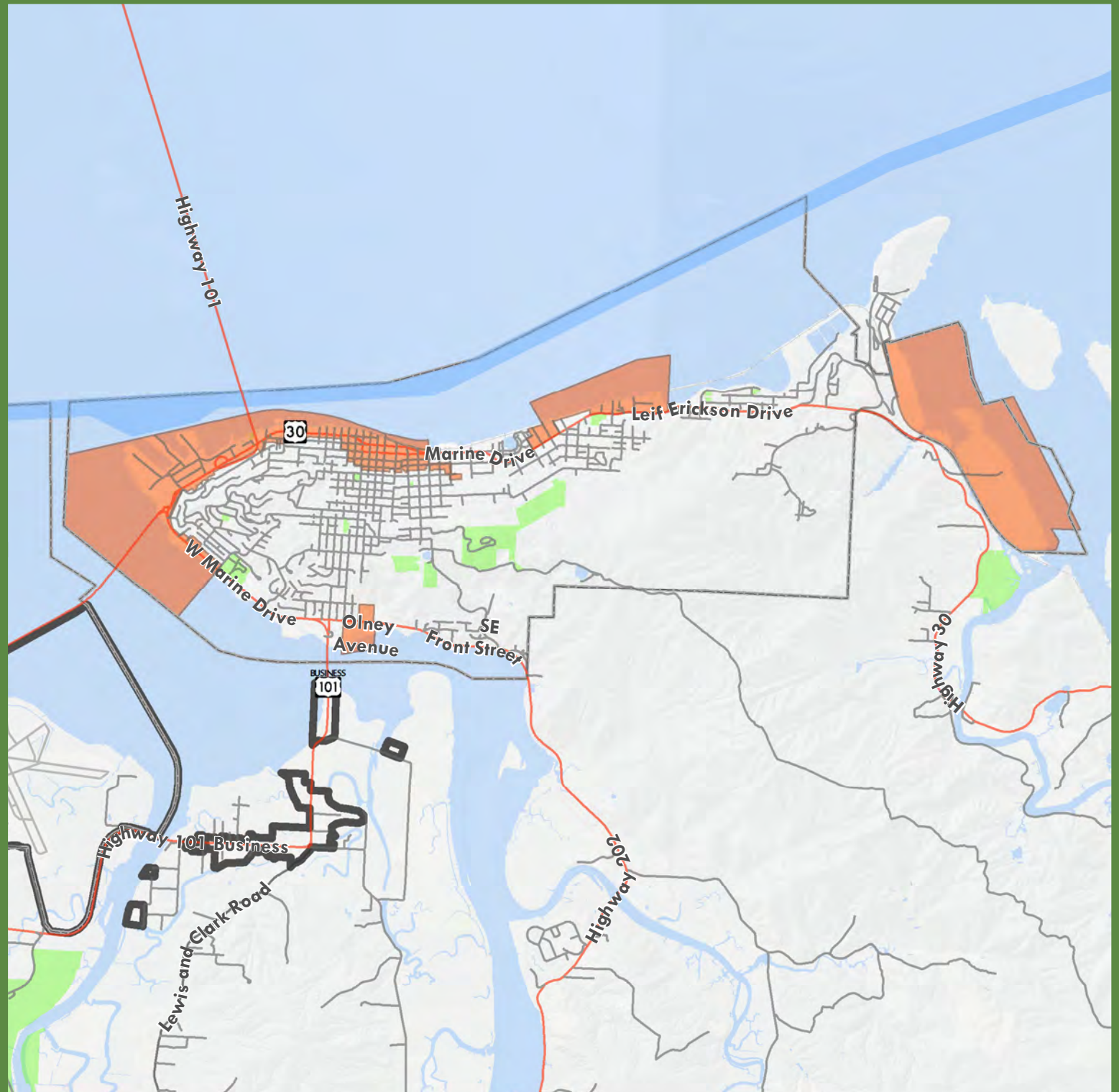
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Miles



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Astoria Central Waterfront

Beginning at the center line intersection of 29th Street and Marine Drive; thence Northwesterly along the center line of 29th Street to its intersection with the center line of Log Bronc Way; thence Northeasterly along the center line of Log Bronc Way to a point that is Southeasterly, when measured at right angles to said center line, from the most southwest corner of Lot 21, in the town plat of *Columbia Landing*, Book 15, Page 196, Clatsop County Town Plat Records; thence Northwesterly in a straight line to the most southwest corner of Lot 21; thence Easterly and Northwesterly along the southwesterly line of Lot 21 to its northwest corner on the south line of the former Spokane, Portland and Seattle Railroad right-of-way; thence Northeasterly along the south line of said railroad right-of-way to its intersection with the center line of 31st Street; thence Northwesterly along the center line of 31st Street and its Northwesterly extension to its intersection with the pierhead line on the south side of the Columbia River as depicted in the War Department Drawing CL-12-23, *Harbor Lines Astoria Oregon & Vicinity* approved March 12, 1928, Clatsop County Survey Records; thence continuing Northwesterly along the Northwesterly extension of the center line of 31st Street to its intersection with a line that is parallel with and 300 feet Northwesterly from, when measured at right angles to said pierhead line; thence Northeasterly along said line to its intersection with the Northerly extension of the center line of 42nd Street; thence Southerly along said Northerly extension and continuing Southerly along the center line of 42nd Street to its intersection with the center line of Leif Erikson Drive; thence Westerly along the center line of Leif Erikson Drive to its intersection with the center line of 35th Street; thence Northerly along the center line of 35th Street to its intersection with the south line of the former Spokane, Portland and Seattle Railroad right-of-way; thence Southwesterly along the south line of said railroad right-of-way to its intersection with the center line of 32nd Street; thence Southeasterly along the center line of 32nd Street to its intersection with the center line of Marine Drive; thence Southwesterly along the center line of Marine Drive to the Point of Beginning.



CLATSOP ENTERPRISE ZONE

Astoria Central Waterfront

- Enterprise Zone Addition
- Highway
- Collector
- Local
- Railroad
- City Limits (2016)
- Park/Open Space/Natural Area
- Waterbodies

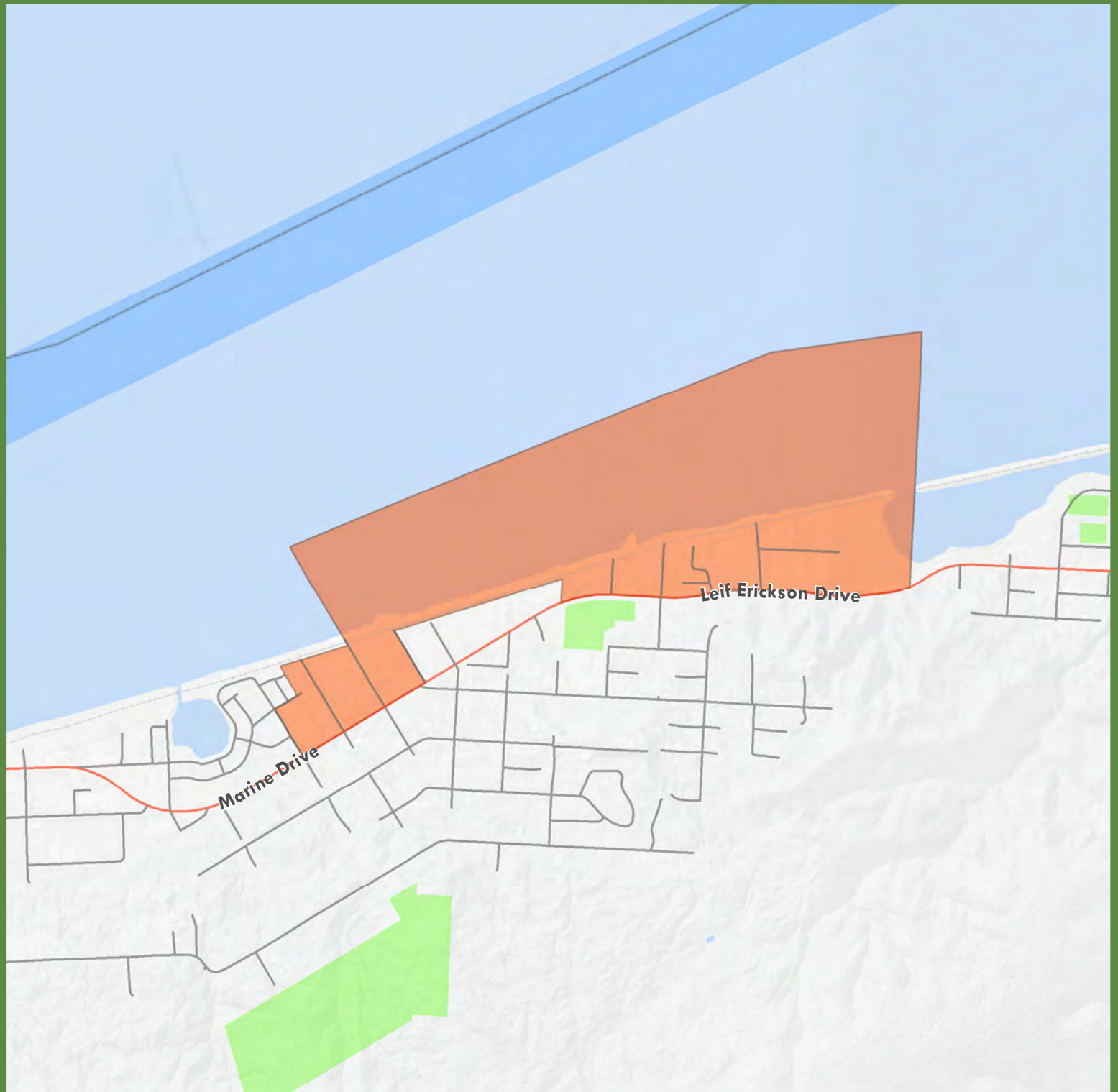
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Astoria Old Youngs Bay Bridge

Beginning at the center line intersection of 7th Street and Olney Avenue; thence Southerly along the center line of 7th Street (this portion of 7th Street now vacated) and its Southerly projection to the pierhead line on the north side of Youngs Bay as depicted in the War Department Drawing CL-12-23, *Harbor Lines Astoria Oregon & Vicinity* approved March 12, 1928, Clatsop County Survey Records; thence Easterly along the pierhead line to its intersection with a line that is parallel with the center line of 7th Street projected Southerly from the northeast corner of the property described in Book 738, Page 198, Clatsop County Deed Records, said northeast corner also being 80 feet South and 60 feet East of the Southwest corner of Block 30 in the town plat of *Olney's Addition to Astoria*, Book 0, Page 17, Clatsop County Town Plat Records; thence Northerly along said line to said northeast corner; thence East to the Southerly projection of the east line of Block 29, *Olney's Addition to Astoria*; thence Northerly along said projected east line and the east line of Block 29 to its northeast corner; thence Westerly along the north line of Block 29 to its northwest corner; thence Southerly along the west line of Block 29 and its Southerly projection to the center line of Olney Avenue; thence Westerly along the center line of Olney Avenue to the point of beginning.



CLATSOP ENTERPRISE ZONE

Astoria Old Youngs Bay Bridge

- Enterprise Zone Addition
- Highway
- Collector
- Local
- City Limits (2016)
- Park/Open Space/Natural Area
- Waterbodies

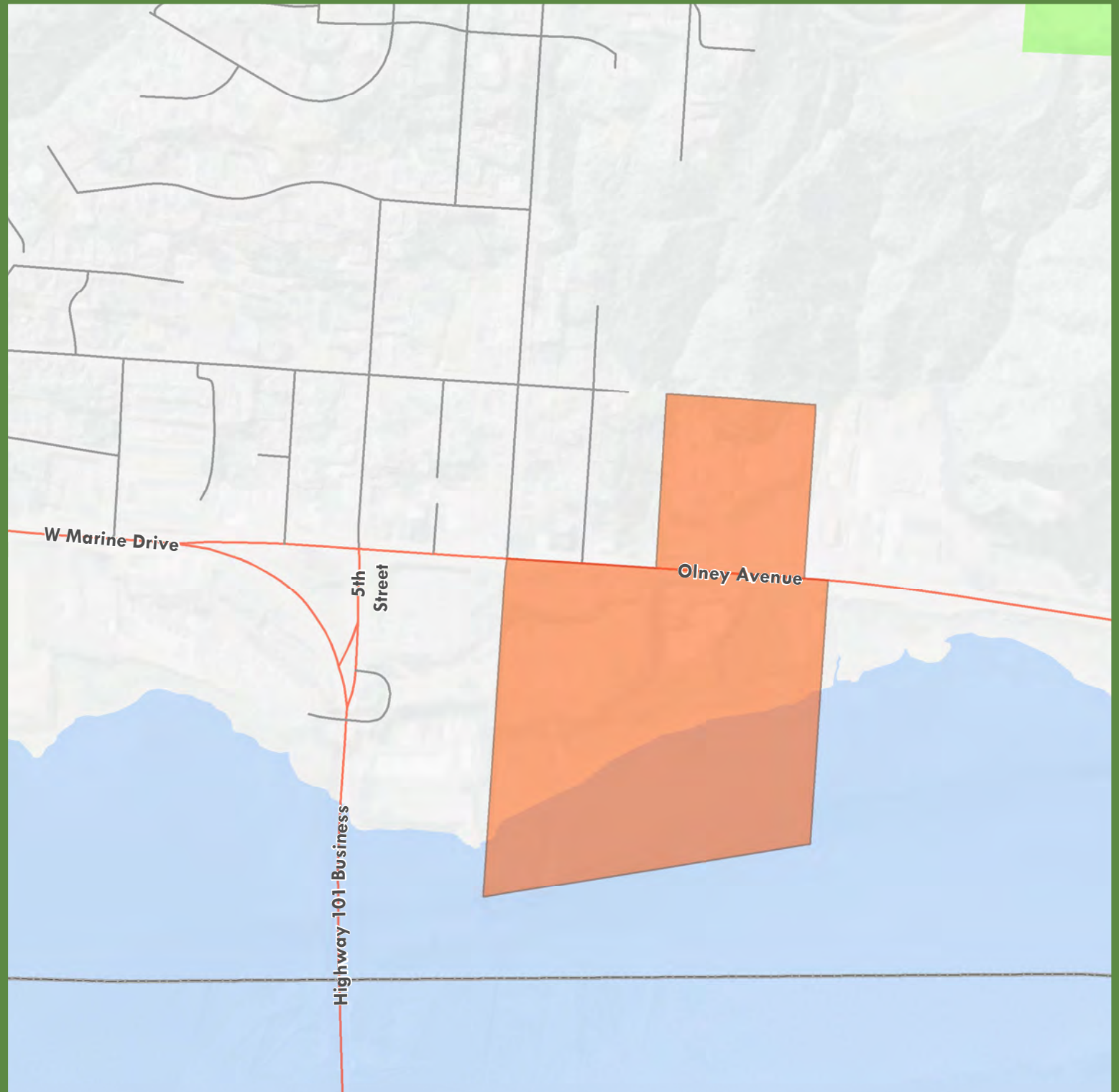
0 205 410 820
Feet



DISCLAIMER: This data was produced using Clatsop County GIS data. The data is maintained by Clatsop County to support its governmental activities. Clatsop County is not responsible for any map errors, possible misuse, or misinterpretation.

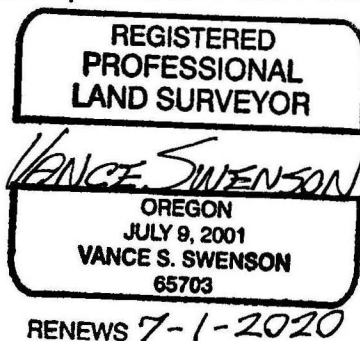
MAP AUTHOR: Alejandra Bancke (GIS Specialist / Project Planner)
DATE SAVED: Wednesday, August 08, 2018

FILE LOCATION: W:\ALL\CLATSOP_ENTERPRISE_ZONE\EZ_2018_Astoria_et_al\COUNTY_CLATSOP_Map_Proposed_EZ_ASTORIA_2018_Landscape.mxd



Astoria Tongue Point East

Beginning at the intersection of the center line of Liberty Lane and the easterly line of the Burlington Northern Railroad right of way; thence Northwesterly along the east line of the Burlington Northern Railroad right of way to the initial point of Partition Plat 2000-030, Clatsop County Partition Plat Records, also being its most westerly northwest corner; thence Northeasterly along the northerly line of said partition plat to its most easterly northeast corner; thence continuing on the Northeasterly extension of the northerly line of said partition plat to the northwest corner of the parcel described as Parcel No. 2 in Book 538, Page 737 Clatsop County Deed Records, and depicted as Parcel 2 on CS# 6663, Clatsop County Survey Records; thence Northeasterly along the north line of said Parcel No. 2 to its northeast corner; thence Southeasterly along the easterly line of said Parcel No. 2 to its southeast corner; thence Northeasterly 1000 feet along the Northeasterly extension of the south line of said Parcel No. 2 to a point; thence Southeasterly in a straight line to a point on the south line of Section 12, Township 8 North, Range 9 West, Willamette Meridian, that is 1000 feet Easterly from the intersection of the south line of Section 12 and the easterly line of the parcel described as Parcel No. 1 in Book 857, Page 321, Clatsop County Deed Records; thence Westerly along the south line of Section 12 1000 feet to the easterly line of said property; thence Southerly along the easterly line of said property to its most southerly southeast corner; thence Westerly along the southerly line of the parcel described as Parcel No. 2 in Book 857, Page 321, Clatsop County Deed Records to its southwest corner, being on a line that is parallel with and 700 feet Southerly from, when measured at right angles to the south line of Section 12; thence Westerly along said line to the easterly line of the Burlington Northern Railroad right of way; thence Northwesterly along the easterly line of the Burlington Northern Railroad right of way to its intersection with the center line of Liberty Lane and the Point of Beginning.



CLATSOP ENTERPRISE ZONE

Astoria Tongue Point East

- Enterprise Zone Addition
- Highway
- Collector
- Local
- Railroad
- City Limits (2016)
- Park/Open Space/Natural Area
- Waterbodies

0 550 1,100 2,200
Feet



0 10 20 Miles

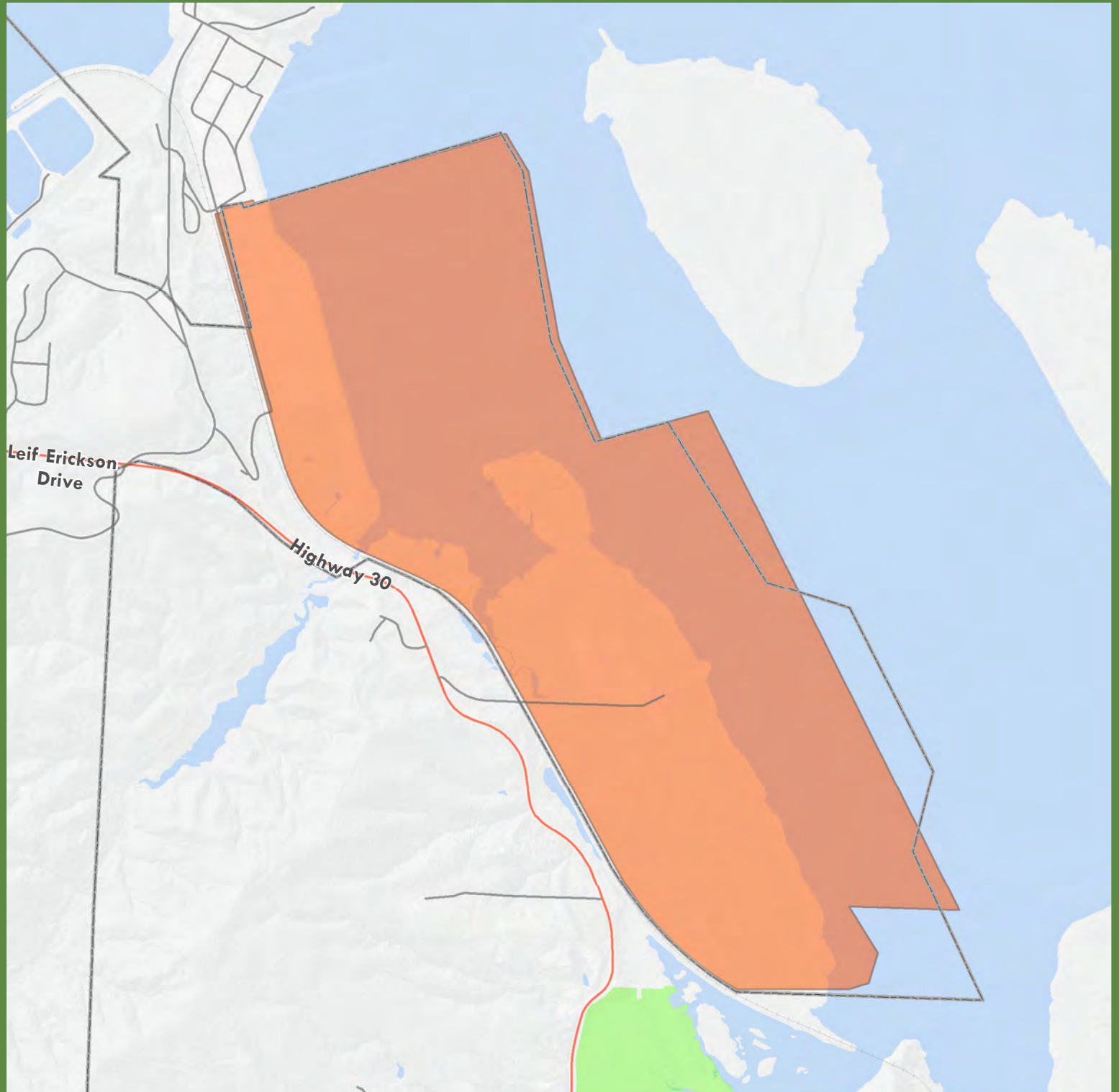


0 40 80 Miles

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MAP AUTHOR: Alejandra Bancke (GIS Specialist / Project Planner)
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FILE LOCATION: W:\ALL\CLATSOP_ENTERPRISE_ZONE\EZ_2018_Astoria_et_al\COUNTY_CLATSOP_Map_Proposed_EZ_ASTORIA_2018_Landscape.mxd



Astoria West

Beginning at the intersection of the southeast line of Antwerp Street and the southwest line of Erie Avenue, being the northwest corner of Block 45, in the town plat of *Taylor's Astoria*, Book 2, Pages 21 through 23, Clatsop County Town Plat Records; thence Southeasterly along the northeast line of Block 45 to its northeast corner; thence Southwesterly along the southeast line of Block 45 to its intersection with the Northwesterly projection of the southwest line of Lot 16, Block 46, *Taylor's Astoria*; thence Southeasterly in a straight line to the southwest corner of Lot 16, Block 46; thence Southwesterly along the Southwesterly projection of the northwest line of Lot 16 to the center line of the alley depicted in Block 46, *Taylor's Astoria*, thence Southeasterly along the center line of said alley and its Southeasterly projection to the center line of Denver Avenue; thence Southwesterly along the center line of Denver Avenue and its Southwesterly projection to the pierhead line on the north side of Youngs Bay as depicted in the War Department Drawing CL-12-23, *Harbor Lines Astoria Oregon & Vicinity* approved March 12, 1928, Clatsop County Survey Records; thence Northwesterly, Northerly and Easterly along said pierhead line to its intersection with the Northerly projection of the center line of 16th Street on the Columbia River; thence Southerly along said projected center line and along the center line of 16th Street to its intersection with the north line of Exchange Street; thence Easterly along the north line of Exchange Street to its intersection with the east line of 18th Street; thence Southerly along the east line of 18th Street to its intersection with the center line of Franklin Avenue; thence Easterly along the centerline of Franklin Avenue and continuing Easterly along the center line of a portion of Franklin Avenue now vacated to its intersection with the center line of 19th Street on a portion of said 19th Street now vacated; thence Southerly along the center line of vacated 19th Street to its intersection with the Easterly projection of the south line of Lot 1, Block 13, in the town plat of *Shively's Astoria*, Book 0, Page 34, Clatsop County Town Plat Records; thence Westerly along the south line of Lot 1 and its Westerly projection to its intersection with the west line of 18th Street; thence Northerly along the west line of 18th Street to the southeast corner of Block 112, *Shively's Astoria*; thence Westerly along the south

line of Block 112 to the southeast corner of Lot 9, Block 112; thence Northerly along the east line of Lot 9, to its northeast corner; thence Westerly along the north line of Lot 9, Block 112 and its Westerly projection to the northwest corner of Lot 9, Block 113, *Shively's Astoria*; thence Southerly along the west line of Lot 9, Block 113 to the southeast corner of the property described in Book 423, Page 140, Clatsop County Deed Records, said southeast corner being at the southeast corner of the north 25 feet of Lots 7 and 8, Block 113; thence Westerly along the south line of said property to the west line of Block 113; thence Northerly along the west line of Block 113 to its northwest corner on the south line of Exchange Street; thence Westerly along the south line of Exchange Street to the northeast corner of the property described in Book 220, Page 261, Clatsop County Deed Records, said northeast corner being the northeast corner of the west 35 feet of the north 100 feet of Lot 2, Block 114, *Shively's Astoria*; thence Southerly along the east line of said property to its most easterly southeast corner; thence Westerly along the most northerly south line of said property to the east line of Lot 3, Block 114; thence Southerly along the east line of Lot 3 to its southeast corner; thence Westerly along the south line of Lot 3 and its Westerly extension to the northeast corner of Lot 12, Block 116, *Shively's Astoria*, said corner being on the west line of 14th Street; thence Southerly along the east line of Lot 12 to the southeast corner of the property described in Book 673, Page 679, Clatsop County Deed Records, said corner being the southeast corner of the north 50 feet of Lot 12; thence Westerly along the south line of said property to its southwest corner, being on the west line of Lot 12; thence Northerly along the west line of Lot 12 to its northwest corner also being the southeast corner of Lot 2, Block 116; thence Westerly along the south line of Lot 2 to its southwest corner; thence Northerly along the west line of Lot 2 to the southeast corner of the property described in Book 568, Page 435, Clatsop County Deed Records, said corner being the southeast corner of the north 110 feet of Lots 3 and 4, Block 116; thence Westerly along the south line of said property to the west line of Block 116; thence Southerly along the west line of Block 116 to its intersection with the Easterly extension of the south line of Lot 4, Block 67, in the town plat of *McClure's Astoria as Extended by Cyrus Olney*, Book 0, Page 13, Clatsop County Town Plat Records; thence Westerly along said Easterly extension to the

southeast corner of Lot 4; thence Westerly along the south line of Lot 4 and its Westerly extension to the southeast corner of Lot 7 Block 65, *McClure's Astoria as Extended by Cyrus Olney*, said southeast corner of Lot 7 being on the east line of Block 65; thence Northerly along the east line of Block 65 to its northeast corner; thence Westerly along the north line of Block 65 to the northeast corner of Lot 4, Block 65; thence Southerly along the east line of Lot 4 to its southeast corner; thence Westerly along the south line of Lot 4 and its Westerly extension to the southwest corner of Lot 1, Block 47, *McClure's Astoria as Extended by Cyrus Olney*, said southwest corner of Lot 1 being on the east line of 8th Street; thence Northerly on the east line of 8th Street to its intersection with the north line of Exchange Street; thence Westerly along the north line of Exchange Street to its intersection with the east line of 7th Street; thence Northerly along the east line of 7th Street to the southwest corner of Lot 1, Block 41, in the town plat of *McClure's Astoria*, Book 0, Page 1, Clatsop County Town Plat Records; thence Westerly in a straight line to the southeast corner of Lot 4, Block 40, *McClure's Astoria*; thence Westerly along the south line of Lot 4 and its Westerly extension to the southwest corner of Lot 1, Block 40, being on the east line of 6th Street; thence Northerly along the east line of 6th Street to its intersection with the north line of Commercial Street; thence Westerly along the north line of Commercial Street to its intersection with the east line of 5th Street; thence Northerly along the east line of 5th Street to the southwest corner of Lot 1, Block 12, *McClure's Astoria*; thence Westerly in a straight line to the southeast corner of Lot 4, Block 13, *McClure's Astoria*; thence Westerly along the south line of Lot 4 and its Westerly extension to the southwest corner of Lot 1, Block 16, *McClure's Astoria*; thence Westerly in a straight line to the northeast corner of Lot 12, Block A, in the town plat of *Annex to Trullingers Addition to Astoria*, Book 3, Page 23, Clatsop County Town Plat Records; thence Southerly along the east line of Lot 12 to the southeast corner of the property described in Book 350, Page 837, Clatsop County Deed Records, said corner being the southeast corner of the north 20 feet of Lot 12; thence Westerly along the south line of said property to its southwest corner, said southwest corner being on the east line of Lot 13, Block A; thence Northerly along the east line of Lot 13 to its northeast corner; thence Westerly along the north line of Lot 13 and its Westerly extension to the northwest corner

of Lot 17, Block A; thence Southerly along the west line of Lot 17 to the northeast corner of the property described in Book 188, Page 192, Clatsop County Deed Records, said corner being the northeast corner of the east half of Lot 18, Block A, excepting therefrom the north 15 feet; thence Westerly along the north line of said property, and its Westerly extension to the northwest corner of the property described in Book 386, Page 354, Clatsop County Deed Records, said corner being the northwest corner of the south 85 feet of the west half of Lot 21, Block A; thence Southerly along the west line of said property, also being the west line of Lot 21, to the southwest corner of Lot 21, being on the north line of Bond Street; thence Westerly along the north line of Bond Street to its intersection with the west line of Hume Avenue; thence Southerly along the west line of Hume Avenue to the Easterly extension of the south line of Lot 10, in the town plat of *Union Addition to Astoria*, Book 0, Page 30, Clatsop County Town Plat Records; thence Westerly along the south line of Lot 10 and its Westerly extension to the southwest corner of Lot 20, *Union Addition to Astoria*; thence Northerly along the west line of Lot 20 to its northwest corner; thence Westerly in a straight line to the northeast corner of Lot 30, *Union Addition to Astoria*; thence Westerly along the north line of Lot 30 to its northwest corner, also being the northeast corner of Block 1, in the town plat of *Taylor's Astoria*, Book 2, Pages 21 through 23, Clatsop County Town Plat Records; thence Westerly along the north line of Block 1, to the southeast corner of the property described in Book 82, Page 239, Clatsop County Deed Records, said corner being described as 32 feet Easterly from the northwest corner of Block 1; thence Northerly along the east line of said property to its northeast corner, being described as being Northerly, at right angles to the north line of Block 1, two (2) feet; thence Westerly along the north line of said property to its intersection with the east line of Columbia Avenue; thence Southerly along the east line of Columbia Avenue to its intersection with the north line of Alameda Avenue; thence Westerly along the north line of Alameda Avenue to the southeast corner of Lot 36, Block 2, *Taylor's Astoria*; thence Northerly along the east line of Lot 36 to its northeast corner; thence Westerly along the north line of Lot 36 and its Westerly extension to the southeast corner of Lot 5, Block 3, *Taylor's Astoria*; thence Westerly along the south line of Lot 5 to its intersection with the north line of Highway 101; thence Westerly along the north line of Highway 101

to its intersection with the east line of Block 4, *Taylor's Astoria*; thence Northerly along the east line of Block 4 to its northeast corner; thence Westerly along the north line of Block 4 to its northwest corner; thence Southerly along the west line of Block 4 to its intersection with the Easterly projection of the south line of the property described in Book 128, Page 127, Clatsop County Deed Records, said south line being described as the south line of the north half of Lot 1, Block 5, in the town plat of *Taylor's Astoria*, Book 6, Page 6, Clatsop County Town Plat Records; thence Westerly along said projected line and said south line to the southwest corner of said property, being on the east line of Lot 2, Block 5; thence Northerly along the east line of Lot 2 to the southeast corner of the property described in Book 229, Page 155, Clatsop County Deed Records, said corner being the southeast corner of the north 50 feet of Lot 2; thence Westerly along the south line of said property to its southwest corner, being on the east line of Lot 3, Block 5; thence Southerly along the east line of Lot 3 to the southeast corner of the property described in Book 220, Page 102, Clatsop County Deed Records, said corner being the southeast corner of the north 51.25 feet of Lot 3; thence Westerly along the south line of said property to its southwest corner, being on the east line of Lot 4, Block 5; thence Northerly along the east line of Lot 4 to the southeast corner of the property described in Book 213, Page 378, Clatsop County Deed Records, said corner being the southeast corner of the north 50 feet of Lot 4; thence Westerly along the south line of said property to its southwest corner, being on the east line of Lot 5, Block 5; thence Southerly along the east line of Lot 5 to the southeast corner of the property described in Book 176, Page 102, Clatsop County Deed Records, said corner being the southeast corner of the north 112 feet of Lot 5; thence Westerly along the south line of said property to its southwest corner, being on the east line of Lot 6, Block 5; thence Northerly along the east line of Lot 6 to the northeast corner of the property described in Book 148, Page 263, Clatsop County Deed Records, said corner being the southeast corner of the north 95 feet of Lot 6; thence Westerly along the north line of said property to its northwest corner, being on the east line of Lot 7, Block 5; thence Northerly along the east line of Lot 7 to the southeast corner of the property described in Book 181, Page 339, said corner being the southeast corner of the north 64 feet of Lot 7; thence Westerly along the south line of said property to its

southwest corner, being on the east line of Lot 8, Block 5; thence Northerly along the east line of Lot 8 to the southeast corner of the property described in Book 458, Page 329, Clatsop County Deed Records, said corner being the southeast corner of the property described in said deed as of the north half of Lot 8; thence Westerly along the south line of said property to its southwest corner, being on the west line of Lot 8; thence Southwesterly in a straight line to the southeast corner of Lot 1, Block 6, in the town plat of *Taylor's Astoria*, Book 2, Pages 21 through 23, Clatsop County Town Plat Records; thence Westerly to the northeast corner of Lot 36, Block 6; thence Southerly along the east line of Lot 36 to the southeast corner of the property described in Book 171, Page 197, Clatsop County Deed Records, said corner being the southeast corner of the north half of Lots 35 and 36, Block 6; thence Westerly along the south line of said property to its southwest corner, being on the west line of Lot 35; thence Southerly along the west line of Lot 35 to its southwest corner, also being on the north line of Hamburg Avenue; thence Westerly along the north line of Hamburg Avenue to the southwest corner of the property described in Book 278, Page 66, Clatsop County Deed Records, said corner being the southwest corner of the east 15 feet of Lot 30, Block 6; thence Northerly along the west line of said property to the north line of Lot 30; thence Westerly along the north line of Lot 30 and its Westerly extension to the west line of Block 6; thence Northerly along the west line of Block 6 to its northwest corner; thence Westerly in a straight line to the most northerly corner of Block 13, in the town plat of *Taylor's Astoria*, Book 6, Page 6, Clatsop County Town Plat Records; thence Westerly and Southwesterly along the northwesterly line of Block 13 to its southwest corner; thence Southwesterly in a straight line to the northwest corner of Block 7, said *Taylor's Astoria*; thence Southerly along the west line of Block 7 and its Southerly extension to the southwest corner of Block 8, said *Taylor's Astoria*; thence Southerly in a straight line to the northwest corner of Block 9, in the town plat of *Taylor's Astoria*, Book 2, Pages 21 through 23, Clatsop County Town Plat Records; thence Southerly along the west line of said Block 9 to the northwest corner of Lot 11, Block 9 in the town plat of *Taylor's Astoria*, Book 6, Page 6, Clatsop County Town Plat Records; thence Southerly and Southeasterly along the west line of said Block 9 to its most southerly southwest corner; thence Southeasterly in a

straight line to the southwest corner of Lot 9, Block 10, in the town plat of *Taylor's Astoria*, Book 2, Pages 21 through 23, Clatsop County Town Plat Records; thence Northeasterly along the northwest line of Lot 9 and its Northeasterly extension to the most northerly corner of Lot 10, Block 10, being on the southwest line of the alley depicted in Block 10; thence Southeasterly along the southwest line of said alley and its Southeasterly extension to its intersection with the northwest line of Block 45, said *Taylor's Astoria*, also being the southeast line of Antwerp Street; thence Northeasterly along the northwest line of Block 45 to its northwest corner, being the Point of Beginning.



CLATSOP ENTERPRISE ZONE

Astoria West

- Clatsop Enterprise Zone (2018)
- Enterprise Zone Addition
- Highway
- Collector
- Local
- Airport
- Railroad
- City Limits (2016)
- Park/Open Space/Natural Area
- Waterbodies

0 750 1,500 3,000
Feet



0 10 20 Miles

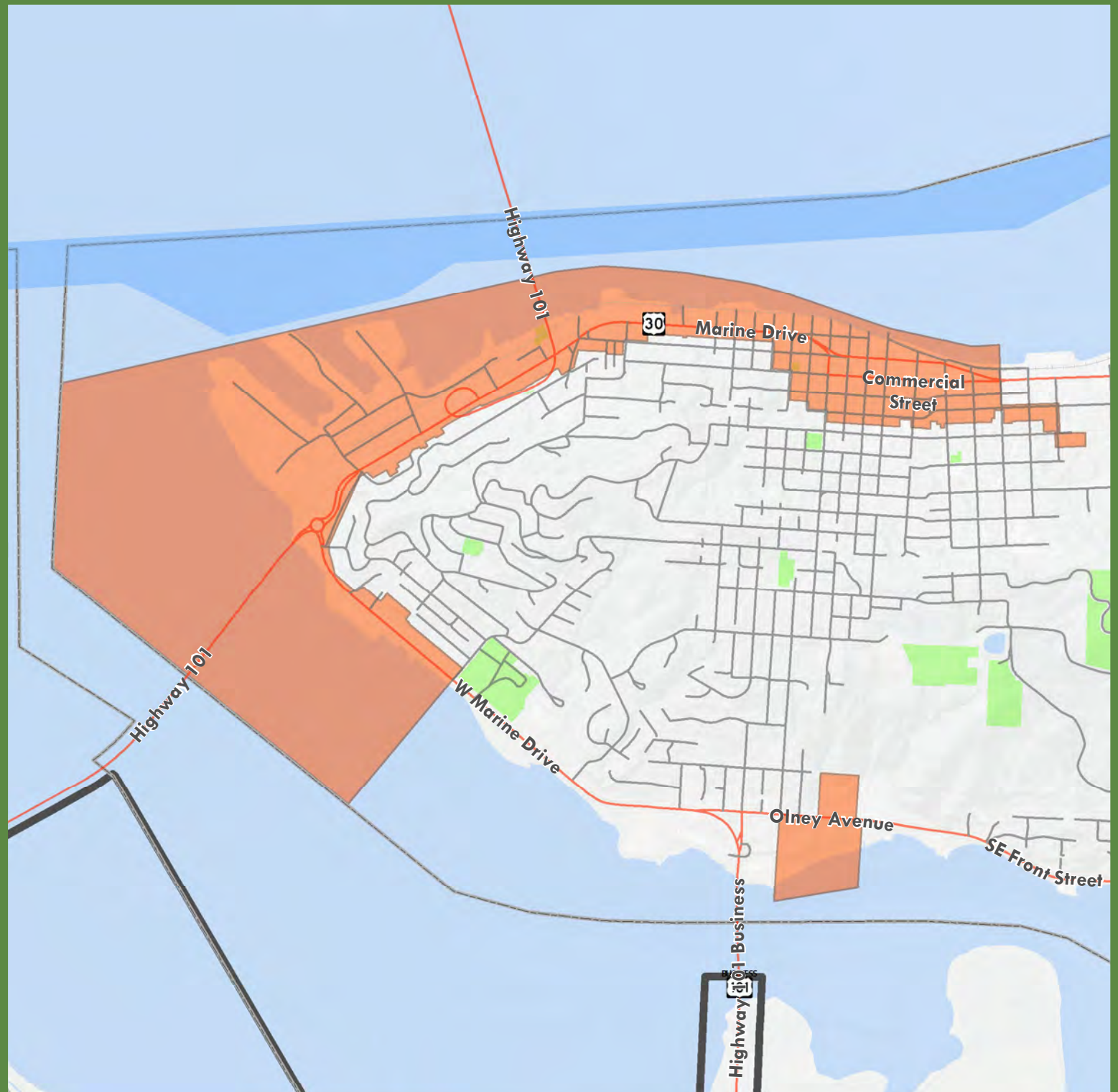


0 40 80 Miles

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MAP AUTHOR: Alejandra Bancke (GIS Specialist / Project Planner)
DATE SAVED: Wednesday, August 08, 2018

FILE LOCATION: W:\ALL\CLATSOP_ENTERPRISE_ZONE\EZ_2018_Astoria_et_al\COUNTY_CLATSOP_Map_Proposed_EZ_ASTORIA_2018_Landscape.mxd





CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • POLICE DEPARTMENT

DATE: SEPTEMBER 11, 2018
TO: MAYOR AND CITY COUNCIL
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: PUBLIC HEARING: ORDINANCE MODIFYING CITY CODE 5.900 -
5.925 RELATING TO CAMPING IN PUBLIC PLACES

DISCUSSION/ANALYSIS

The City of Astoria is experiencing a dramatic increase in subjects using public locations to erect camping sites. Current city code does not address individuals building camp sites in forested areas within the city limits. These campsites present certain public safety concerns which include fire hazards from cooking and campfires; unsanitary conditions including improper disposal of needles; human feces and significant garbage accumulation.

Additional language to mirror Oregon Revised Statutes to provide for the humane treatment in removing illegal campsites is proposed in Astoria City Code § 5920.

RECOMMENDATION

It is recommended that Council hold a public hearing and consider holding a first reading of the ordinance amending City Code 5.900 – 5.925. Camping within the City, as described above, presents issues related to the health and safety of its citizens; therefore, it is proposed that this ordinance take effect immediately following the second reading, as contained in Section 2 of this ordinance.

By:


Geoff Spalding
Chief of Police

ORDINANCE NO. 18-____

AN ORDINANCE REVISING ORDINANCE 5.900 RELATING TO CAMPING IN
PUBLIC PLACES

THE CITY OF ASTORIA DOES ORDAIN AS FOLLOWS:

Section 1. Revision of Astoria City Code 5.900 Astoria City Code section 5.900 is revised to read as follows:

5.900 ~~Overnight~~ Camping.

5.900 ~~It is unlawful for any person to camp in or upon any public property or public right-of-way, unless otherwise specifically authorized by this code. Overnight camping and campfires, including overnight sleeping in recreational vehicles, automobiles or other forms of shelter shall be prohibited on~~ This prohibition includes all public rights-of-way, waterfront areas, public parks and public and private parking lots unless specifically permitted by the city of Astoria. This includes, but is not limited to, sleeping in recreational vehicles, automobiles or any forms of shelter.

5.905 Recreational vehicle parking areas which have been permitted by the city of Astoria Community Development Department shall be exempt from the requirements of this ordinance.

5.910 The city of Astoria Police Department may issue permits for camping where it deems that such activity will not be detrimental to the public health, safety and welfare or injurious to surrounding properties.

5.915 The city shall erect signs notifying the public of the prohibitions ~~of camping as~~ prescribed by this ordinance.

5.920 Camping equipment may be seized as evidence of the violation, and this property shall be held by the Astoria Police Department until further order of the Municipal Court.

5.925 ~~Violation of this ordinance shall be a Class B infraction as defined by ORS 153.310. In addition to the penalties described in ORS 153.310, the judge of the Municipal Court, after a hearing, may order any camping gear seized, pursuant to Section 5.920 above, to be sold by city auction, and the proceeds of said sale to be placed in the city general fund. [Sections 5.900 to 5.925 added by Ordinance 90-37, passed November 5, 1990.]~~ The City of Astoria recognizes the social nature of the problem of homeless individuals camping on public property and has amended this code and policy to ensure the most humane treatment for removal of homeless individuals from camping sites on public property. The City of Astoria will follow the provisions of ORS § 203.077 & § 203.079 providing adequate notice and the involvement of social services agencies to facilitate a humane transition. As used in this ordinance, camping does not include sleeping outdoors by homeless individuals with no access to alternative shelter so long as any tent, shelter and all other personal items such as sleeping bags, tarps and mats are removed from the site within 24 hours of proper notice.

5.930 Violation of this ordinance ~~shall be~~ is a Class B infraction as defined by ORS 153.310. In addition to the penalties described in ORS 153.310, the judge of the Municipal Court, after a

hearing, may order any camping gear seized, pursuant to Section 5.920 above, to be sold by city auction, and the proceeds of said sale to be placed in the city general fund.

Section 2. **Effective Date.** The City Council finds that unauthorized camping within the City present issues related to the health and safety of its citizens and therefore adopts this ordinance to meet an emergency pursuant to Section 8.3 of the Astoria City Charter. This ordinance shall become effective as soon as it is adopted.

ADOPTED BY THE CITY COUNCIL THIS 1st DAY OF OCTOBER 2018

APPROVED BY THE MAYOR THIS 1ST DAY OF OCTOBER 2018

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION

YEA NAY ABSENT

Councilor Nemlowill

Brownson

Price

Jones

Mayor LaMear



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • PARKS AND RECREATION

DATE: SEPTEMBER 7, 2018

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: AUTHORIZATION TO LIGHT THE ASTORIA COLUMN A PINK HUE FOR THE MONTH OF OCTOBER IN RECOGNITION OF BREAST CANCER AWARENESS MONTH

DISCUSSION/ANALYSIS

On February 18th, 2014 the Astoria City Council gave direction to the Parks and Recreation Department to limit the use of colored lighting effects at the Astoria Column to twice a year when specifically authorized by City Council.

This direction came after colored lighting effects took place for the first time at the Astoria Column in October 2013 in an event organized by Columbia Memorial Hospital, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column Pink in recognition of Breast Cancer Awareness Month. This event was followed by a partnership between the Harbor, the Clatsop County Domestic Violence Council, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column teal for the month of April 2014 in recognition of Sexual Assault Awareness Month. Under City Council's authorization the October pink and April teal lighting events repeated for the 5th year in 2017-2018.

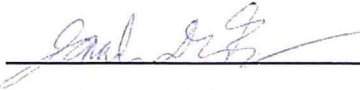
At the May 21st, 2018 Council Meeting, special dispensation was given by Council for the Column to be lit with rainbow colors in honor of local Pride celebrations from June 3rd to the 10th. At that time, there was discussion regarding the status of the Friends developing a policy to better regulate future lighting requests. While the Friends of the Astoria Column are working on a draft policy and have ordered a new LED lighting system, it is not feasible to have the policy finalized and approved in advance of October 1st; as the Friends are meeting this month to discuss the matter and anticipate the new lighting system will be installed and operational in November, 2018. Once the new system's capabilities and ease of use are determined, the Friends will be able to provide more clarity on their preferred procedure for future lighting requests. The Friends of the Astoria Column have been briefed on this matter and are supportive of the use of lighting effects at the Astoria Column during October.

In partnership with Columbia Memorial Hospital and the Friends of the Astoria Column, the Parks and Recreation Department is requesting permission to change the lighting color on the Astoria Column for the 6th year to a pink hue for the month of October, 2018 in recognition of Breast Cancer Awareness Month. This is the first lighting of the Column for fiscal year 18-19.

RECOMMENDATION

It is recommended that City Council consider authorizing the change in lighting at the Astoria Column to a pink hue for the month of October 2018 in recognition of Breast Cancer Awareness Month.

By: _____



Jonah Dart-McLean

Interim Director of Parks & Recreation



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • PUBLIC WORKS DEPARTMENT

DATE: September 7, 2018
TO: MAYOR AND CITY COUNCIL
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: AUTHORIZATION TO PURCHASE DUMP TRUCK

DISCUSSION/ANALYSIS

The Public Works Department has solicited a quote for a new 2020 Kenworth 6 yard Dump Truck to replace a 1999 Freightliner 6 yard Dump Truck that has ended its productive service life for Public Works due to safety concerns. The new Dump Truck will be purchased through a Cooperative Procurement Contract administered by Sourcewell (formerly NJPA). The City's procurement code allows for cooperative procurements to be made without competitive solicitations to bring efficiency to the process. As an approved vendor of Sourcewell, Pape Kenworth Represents Kenworth Trucks and is their dealer for Northwest Oregon. The Sourcewell contract price for the Dump Truck is \$101,530.00. There are funds (\$110,000) identified in the 2018-2019 Public Works Improvement Fund for this purchase.

RECOMMENDATION

It is recommended that City Council approve the purchase of a 2020 Kenworth 6 yard Dump Truck from Pape Kenworth for 101,530 and authorize the City Manager to execute all associated purchase documents.

By: Jeff Harrington
Jeff Harrington, Public Works Director

Prepared by: Jim Hatcher
Jim Hatcher, Public Works Superintendent



PAPÉ KENWORTH

CUSTOMER TRUCK
SALES ORDER

Page 1 of 2

SIC Code:


INVOICE ADDRESS		Buyer Name City Of Astoria Public Works		DELIVERY ADDRESS		Name	
Address 1095 Duane St				Address			
City Astoria		State OR		Zip 97103		City State Zip	
Phone 503-338-5173		Fax		Phone		Fax	
PO No.		Delivery/F.O.B. Astoria		Est. Delivery Date March 2019			
EQUIPMENT		Yr/Make 2020 Kenworth		Mileage		NEW <input checked="" type="checkbox"/> USED <input type="checkbox"/>	
		Model T370		VIN No.			
Description:						\$71,065.00	
NJPA Contract# 081716-KTC							
FOB: Astoria Oregon							
<input type="checkbox"/> See attached Kenworth Vehicle Summary or Addendum							
Additional Equipment/Accessories				Cost			
Schloth Downey Truck Equipment Co.				\$30,465.00		Add'l Equipment Sales Price \$30,465.00	
Quote#2017-11217A						Transportation Charges	
10'x86" 6-8 yard dump box						Federal Excise Tax	
						State Sales Tax % \$0.00	
TRADE		Yr/Make		<input type="checkbox"/> See attached Addendum		Misc. Document/License Fee	
		Model				Less Net Trade-In Allowance \$0.00	
		VIN No.				Total Differential Price \$101,530.00	
Lienholder		Mileage				Less Deposit with Order	
Trade In Allowance		Less (Est.) Payoff				Balance Due on Delivery \$101,530.00	
* The Sales Price shown in this order will be adjusted by the same increase or decrease as any increase or decrease in Dealer's factory list prices and any increase or decrease in transportation costs between today's date and the date of delivery.							
WARRANTY		<input checked="" type="checkbox"/> NEW STANDARD KENWORTH CHASSIS <input type="checkbox"/> VENDOR NEW EXTENDED (describe) <input type="checkbox"/> VENDOR NEW EXTENDED (describe) <input type="checkbox"/> USED (describe) <input type="checkbox"/> AS IS / NO WARRANTY					
		Buyer Initial: _____					
<p>A heavy-duty tractor and 53-foot or longer box-type trailer operated in California may be subject to the California Air Resources Board Heavy-Duty Vehicle Greenhouse Gas Emission Reduction measure. These vehicles may be required to use low-rolling resistance tires and meet aerodynamic equipment requirements to reduce greenhouse gas emissions. For more information, please visit the California Air Resources Board website at http://www.arb.ca.gov/cc/hdghg/hdghg.htm.</p> <p>If trade-in, Buyer certifies that there is no lien of any kind and that the Trade is free and clear and is his sole and absolute property except as noted above. The undersigned Buyer places a firm order.</p>							
PAPÉ KENWORTH				BUYER			
Store Pape Kenworth				<div style="text-align: center;"> </div>			
City Portland		State OR Zip 97211					
By Scott Sauer		Title Territory Manager					
Date 09-7-2018		Date					



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • CITY MANAGER

DATE: SEPTEMBER 12, 2018
TO: PRESIDENT AND COMMISSION
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: ASTORIA DEVELOPMENT COMMISSION (ADC) MEETING OF SEPTEMBER 17, 2018

CONSENT ITEMS

Item 4(a): Astoria Development Commission Meeting Minutes for August 20, 2018.

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

REGULAR AGENDA ITEMS

Item 5(a): Helping Hands Façade Improvement Grant

The Astoria Development Commission established the Storefront Improvement Program in 2016 to stimulate restoration and improvement of buildings in the Astoria West Urban Renewal District (AWURD), particularly along Marine Drive and the Uniontown Alameda Historic District.

The Uniontown Apartments, a historic building of significance in the district, was recently sold by the Housing Authority to Helping Hands to be used as a Reentry Outreach Center for housing and rehabilitating the homeless. The organization, a 501(c)(3) nonprofit, operates similar facilities in Seaside, Tillamook and other communities. Helping Hands has been renovating both the interior and the exterior of the building with the intention of opening to clients in the next few months. The most extensive exterior restoration is the replacement of siding and windows on the west façade of the building, which was badly deteriorated. The work has involved installation of new horizontal cedar siding and windows that replicate the originals.

It is staff's opinion that the bid that was accepted (Russell Construction) is competitive and the work currently underway is sound. The requested amount of \$12,363 is an important investment in the restoration and revitalization of this important structure which contributes to the Astor West District. A façade easement would be recorded to ensure that the work funded by and ADC remains in place.

It is recommended that the Astoria Development Commission approve the grant request of \$12,363 for the Uniontown Apartments.

ASTORIA DEVELOPMENT COMMISSION

City Council Chambers
August 20, 2018

ADC JOURNAL OF PROCEEDINGS

A regular meeting of the Astoria Development Commission was held at the above place at the hour of 7:50 pm.

Commissioners Present: Price, Jones, Brownson, Nemlowill, Mayor LaMear

Commissioners Excused: None

Staff Present: City Manager Estes, Parks and Recreation Maintenance Supervisor Dart-McLean, Finance Director Brooks, Library Director Pearson, Fire Chief Gascoigne, Police Chief Spalding, Public Works Director Harrington, and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COMMISSIONERS:

No reports.

CHANGES TO AGENDA:

No changes.

REGULAR AGENDA ITEMS:

Item 5(a): Diana Kirk/Workers Tavern Application for Storefront Improvement Grant – 151 W. Marine Dr.

The Astoria Development Commission has been considering a storefront improvement program for the Astor West Urban Renewal Area since 2013. The purpose of the program is to revitalize designated commercial districts such as Uniontown, particularly in historic areas. The City Community Development Department developed a set of façade grant design guidelines in April 2016, and the program was discussed by the Astoria Development Commission on May 2, 2016. At the September 2016 meeting the ADC approved the guidelines.

The Workers Tavern is an historic building in a priority area, W. Marine Drive. It has recently changed ownership, and the new owners are committed to restoring the building appropriately and extensively. The owners are applying for a grant of \$12,371, which is 25 percent of the total project cost of \$49,486. The work, much of which has been accomplished, includes window replacement for both the upstairs and commercial storefront, dry rot repair on the façade, and door repair. A revitalization proposal was submitted on April 17, 2018. Because of the need to repair and restore the building during dry weather, the owners decided to proceed with the work and apply later. A letter from Diana Kirk is attached to the memo explaining the approach, along with the original proposal.

It is recommended that Astoria Development Commission approve the application for façade renovation for Workers Tavern.

Commissioner Nemlowill declared that her husband's business sold beer to The Workers Tavern. However, she had previously confirmed with the City Attorney this was not a direct conflict of interest. She was happy to see an application for the Facade Improvement Program in Uniontown.

City Manager explained that in addition to approving the funding, an easement document would also need to be recorded with the property to ensure that no modifications were made over a certain period of time. The bidding process was designed to ensure that the quotes for use of public funds would be reasonable. In this case, the Applicants wanted to use local contractors and Staff had no concerns with the single bid that was received for this project.

Commissioner Brownson said liked the work that had been done. City Council approved guidelines for this program, but this project stepped outside those guidelines.

City Manager Estes clarified that the guidelines were established by the Development Commission and the Commission could vary from those guidelines. In this case, it was difficult for Staff to get quotes from contractors and Staff believed modifications from the guidelines were justified. There was another application for the Façade Improvement Program, which was still pending. As Staff processed the first few applications, they would be able to see what worked and what did not work. The application for the tavern was the first one Staff received for the program and they wanted to make the project work. If Staff could get a few projects going, that might spur some interest from other property owners.

Commissioner Price wanted Staff to recommend revised guidelines that would make the funds easier for businesses to access. The guidelines might be too strict, but local contractors would be preferred.

Commissioner Jones agreed this was a worthy project.

Diana Kirk, Workers Tavern, said there were only two companies in Astoria that could do historic façade work. Therefore, in order to get three bids, she would have to go all the way to Portland. The price of a contractor from Portland would be high because they would have to put people in Astoria during the façade work. She called Rickenbach and learned they were booked for a year and a half. Anyone who applies for this program will have the same problem she did.

Commissioner Price asked why the building was raised two inches.

Ms. Kirk said in the late 1980s, there was a fire in the basement where the post and beams met at the front of the building. For 30 years, water had dripped in on the unpainted beams and washed them away. The front of the building was being held together by the windows, which were bowed.

Commission Action: Motion by Commissioner Nemlowill, seconded by Commissioner Brownson, that the Astoria Development Commission approve the application for façade renovation for The Workers Tavern. Motion passed unanimously. Ayes: Commissioners Price, Jones, Nemlowill, Brownson, and Mayor LaMear. Nays: None.

Item 5(b): Astor East Urban Renewal Project – Funding Status

As a part of the 2018-19 budget process, the Arts and Culture Subcommittee reviewed a request from the Liberty Theater for funds to facilitate remodeling of portions of the theater. Funds for that project were not recommended to the Budget Committee; however members of that subcommittee inquired to staff if there could be other possibilities to fund this project from sources such as Urban Renewal.

Chair LaMear has added this item to the agenda to receive a summary of the Astor East budget and to allow dialogue amongst ADC members to determine if a possible grant to the Liberty Theater should be considered, while weighing other possible future projects.

Director Brooks displayed the Astor East budget detail summary on the screen and provided an overview of the fund.

City Manager Estes explained that over the last few years, the Development Commission had made a concerted effort to refrain from taking on additional project to allow this fund to regenerate after paying of the loan for the Garden of Surging Waves project. The Astor East District contains many properties owned by non-profit or government entities that do not generate tax revenues, so regeneration of the fund has been slow. Minor expenses are being incurred by the Heritage Square cleanup efforts and the Tidal Rock Park project. The rest of the funding was to be spent on redeveloping Heritage Square and on any other projects the Development Commission believed was appropriate. Urban Renewal funds cannot be used for staffing programs or maintenance. The funds must be used for new improvements to buildings or structures that would provide increased tax revenue for the district. If the Commission decided to consider granting funds to the Liberty Theater, Staff would need to work with the Urban Renewal attorney to determine eligible projects.

Director Brooks confirmed for Commissioner Price that the fund currently had about \$880,000 and that annual revenues were about \$390,000. Only minor expenses were budgeted for this fiscal year, but total expenditures would depend on what type of work was done at Heritage Square and whether the Commission identified new projects. Two hundred and fifty thousand dollars had been budgeted for supplies, materials, and professional

services. Construction costs or financial incentives would be paid for out of the capital outlay funds. If no new projects were identified, only some of the \$250,000 would be spent this fiscal year.

Chair LaMear explained that she added this item to the agenda because the Liberty Theater requested \$45,000 of the \$50,000 that the City budgeted for arts and culture grants. In order to fund as many organizations as possible, she wanted to find another way for the City to support the Liberty Theatre. If the stage was expanded, the theater could host larger ballet companies and symphonies, which would increase the economic development of the theater. She did not want to take funding from the Heritage Square project, but no work was planned for that project this fiscal year. So, she wanted the Commission to consider a grant to the Liberty Theater.

Commissioner Jones said it seemed as if funds for urban renewal projects were approved in an ad hoc manner. He supported the Liberty Theater's proposal but believed the projects should be approved in a manner similar to the arts and cultural projects. The City should publish the availability of funds and eligibility requirements and take applications.

City Manager Estes explained that the Astor West Urban Renewal District has a specific Facade Improvement Program. The Astor East and Astor West Districts both have several large projects identified as eligible to receive funding. As the projects become priorities to the Commission, the Commission will determine whether to move forward on them. The Astor East district does not have enough facades to roll out a program and has never had the funds available for such a program. Therefore, the Commission considers specific projects for that district. He listed projects funded with Urban Renewal funds and explained that they all provided an impact to the district. Staff has never advertised the availability of Urban Renewal funds.

Commissioner Nemlowill noted that the City was trying to save up money in this fund to renovate Heritage Square. Therefore, she recommended the Commission consider a low or zero interest loan for the Liberty Theater.

Commissioner Brownson understood non-profits were not eligible for funding.

City Manager Estes clarified that non-profits were eligible. He explained that the district was funded through property tax, but non-profits only pay property taxes on the portion of their building that is associated with their mission. The Liberty Theater leases portions of their building to commercial businesses. Investments are made in urban renewal districts so that when the districts sunset, the value of all of the buildings in those districts and nearby would be greater than if the districts had not been created.

Jennifer Crockett 1243 Grand Avenue, Astoria, said the purpose of the project is to widen the theater's programming to make the Liberty Theater a viable tourist destination. When the theater was originally renovated it was a project intended to save the building. Renovation stopped at the stage. There is no rigging, very limited lighting, and only the original curtain from 1925. The curtain is ripping down and it can no longer be closed and opened. This project will make it possible for the theater to host touring organizations like Broadway productions, ballets, and operas. The theater can only do live music right now. Theater and dance performances on their stage are only about 25 percent of the show. They cannot accommodate scenery or complicated lighting. Tourists from bigger cities expect to see a level of theater that the Liberty cannot provide. Most historic theaters like the Liberty in cities like Astoria have about a 50/50 split between locals and tourists who attend their performances. The Liberty gets about 65 percent locals and 35 percent tourists. According to the Clatsop County Prosperity Five study done two years ago, tourists spend about \$115 downtown in addition to their theater tickets. In 2017, the Liberty Theater contributed about \$850,000 to downtown. If they could get 5,000 more tourists each year, that would generate another \$500,000.

Commissioner Nemlowill asked if a loan would be beneficial to the theater.

Ms. Crockett said initially, the theater was seeking a grant, but they would be open to other options if a grant did not come through.

City Manager Estes asked if the Commission wanted Staff to begin vetting a process for a Liberty Theater project. Staff would need to know whether the Commission wanted to move forward with a grant or a loan and then eligible projects would need to be determined.

Commissioner Jones confirmed that the theater's request for \$45,000 was to fund a study by a consultant that would help the theater develop a master plan for the project.

City Manager Estes said some consultant fees could go into urban renewal projects. If the Commission wanted Staff to identify eligible projects for the theater, Staff would present those to the Commission so the Commission could decide if those projects should be approved and funded.

Commissioners Jones and Price said they wanted to Staff to begin working on the theater project. Commissioner Price believed there would be enough funds available and she liked the idea of a zero-interest loan.

City Manager Estes confirmed that Commissioners supported a split between a grant and a loan.

Commissioner Brownson said the theater would continue to look for other funding to make their project happen. This would provide a way for the theater to reach its potential.

Commissioner Nemlowill believed the project was worth looking into. The City has invested urban renewal funds in the theater in the past, and the district boundaries were moved so that theater could be included in the district. This project would continue to enhance the investments the City had already made and could potentially bring in more revenue to help maintain the theater. The district is intended to cure urban blight. The theater cannot keep up the building or the façade if it is not making money. A loan grant package could be more than \$45,000. The City has had success getting urban renewal loans repaid and the goal is to save funds for the old Safeway site. And if the City is going to invest in the Liberty Theater, it needs to be a sizeable investment that will ensure the project gets done.

City Manager Estes said that in the past the City worked with Craft3 to develop financing packages for the Commission to review. Craft3 is able to do all of the background work and make recommendations. He would work with Ms. Crockett to find out what would work for the theater and gather more information before presenting a package to the Commission.

NEW BUSINESS, MISCELLANEOUS, PUBLIC COMMENTS:

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:19 pm.

ATTEST:

Secretary

APPROVED:

City Manager



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • COMMUNITY DEVELOPMENT

DATE: SEPTEMBER 12, 2018
TO: ASTORIA DEVELOPMENT COMMISSION
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: ALAN EVANS/HELPING HANDS APPLICATION FOR STOREFRONT IMPROVEMENT GRANT – 286 W. MARINE DRIVE

DISCUSSION/ANALYSIS

The Astoria Development Commission established the Storefront Improvement Program in 2016 to stimulate restoration and improvement of buildings in the Astoria West Urban Renewal District (AWURD), particularly along Marine Drive and the Uniontown Alameda Historic District. In July 2018 the Commission approved the first application under the program for Workers Tavern.

The program guidelines list several types of repairs that would be eligible for the grant:

- Replacement, repair or alteration of building exteriors (facades) or elements such as doors, windows, lighting, porches, unique architectural features, balconies, etc.
- Repair or replacement of awnings.
- Sign repair, replacement, installation or removal.
- Site improvements, such as sidewalk area improvements, landscaping, etc.

Projects of \$10,000 or less are eligible for reimbursement grants of 50%. Projects between \$10,000 and \$50,000 are eligible for grants of 25% of the cost. Two competitive bids are required for smaller projects, and three bids are required for larger projects. Sufficient funds are available in the AWURD budget to provide this grant.

The Uniontown Apartments, a historic building of significance in the district, was recently sold by the Housing Authority to Helping Hands to be used as a Reentry Outreach Center for housing and rehabilitating the homeless. The organization, a 501(c)(3) nonprofit, operates similar facilities in Seaside, Tillamook and other communities. Helping Hands has been renovating both the interior and the exterior of the building with the intention of opening to clients in the next few months. The most extensive exterior restoration is the replacement of siding and windows on the west façade of the building, which was badly deteriorated. The work has involved installation of new horizontal cedar siding and windows that replicate the originals.

Although three bids are specified for larger projects under the guidelines, two bids were obtained for this project. It is staff's opinion that the bid that was accepted (Russell Construction) is competitive and the work currently underway is sound. The requested amount of \$12,363 is an

important investment in the restoration and revitalization of this important structure which contributes to the Astor West District. A façade easement would be recorded to ensure that the work funded by and ADC remains in place.

RECOMMENDATION

It is recommended that the Astoria Development Commission approve the grant request of \$12,363 for the Uniontown Apartments.

By: 

Mike Morgan, Contract Planner

Community Development Department

GRANT AGREEMENT

This Grant Agreement is entered into by the Astoria Development Commission, the Urban Renewal Agency of the City of Astoria, Oregon (the “ADC”), and Helping Hands Reentry Outreach Centers, the “Applicant.”

RECITALS:

The ADC has created a Storefront/Façade Grant/Loan Program for businesses in the Astoria-West Urban Renewal District designed to improve the appearance and exterior business facades in the Astoria-West Urban Renewal Area.

Grant applicants must submit a complete storefront improvement application, accompanied by digital photographs of the areas proposed for improvement, plans for the proposed improvement and bids from licensed contractors for each portion of the project. Two (2) bids must be submitted for any portion of the improvement costing less than \$5,000 and three (3) bids submitted for any portion of the improvement which is estimated to cost in excess of \$5,000.

Any improvement of the type described in Astoria Development Code §6.050 E (known as Type III Review) must be approved by the Historic Landmarks Commission prior to submission to the ADC.

In view of the mutual covenants and promises of the parties in this Agreement, it is agreed as follows:

Grant Agreement:

The ADC hereby approves a grant to Applicant for a total of \$12,363.00 to assist in the façade improvements described in the application attached hereto (“the Improvements”).

Applicant agrees to comply with all laws of the State of Oregon, ordinances of the City of Astoria and the Astoria-West Urban Renewal District Façade Grant/Loan Program Design Guidelines. Applicant further agrees that performance under this Agreement is at Applicant’s own sole expense and risk and that Applicant agrees to defend, indemnify and hold harmless the City of Astoria its officers, agents and employees from all claims arising out of the acts, errors or omissions of Applicant, its employees, agents and contractors.

Applicant may, from time to time, request changes in the scope of the Improvements to be performed hereunder. Such changes, including any increase or decrease in the amount of Applicant’s grant, which are mutually agreed upon by ADC and Applicant, shall be incorporated into written amendments to this Agreement prior to the effective date of such amendments.

Applicant must provide a Federal W-9 form and execute a Façade Covenant Agreement substantially in the form attached hereto. Payment of grant funds is contingent upon satisfactory completion of the Improvements as demonstrated by City Staff inspections and:

1. Receipts or paid invoices for items for which reimbursement is requested.
2. Copies of all permits issued for the Improvements.
3. Copies of all building inspection reports.
4. Digital photographs of the finished work.

The Improvements must be completed within one year of the date of this Agreement.

If, through any cause, Applicant shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if Applicant shall violate any of the covenants, agreements, or stipulations of this Agreement, the ADC shall thereupon have the right to terminate this Agreement by giving written notice to Applicant of such termination and specifying the effective date of such termination

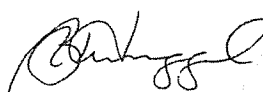
Unless otherwise provided in this Agreement, claims, counterclaims, disputes and other matters in question between the ADC and Applicant arising out of, or relating to, this Agreement or the breach of it will be decided, by arbitration, mediation, or other alternative dispute resolution mechanism, or in a court of competent jurisdiction within the Clatsop County.

DATED this _____ day of _____, 2018.

Arline LaMear, Chair
Astoria Development Commission

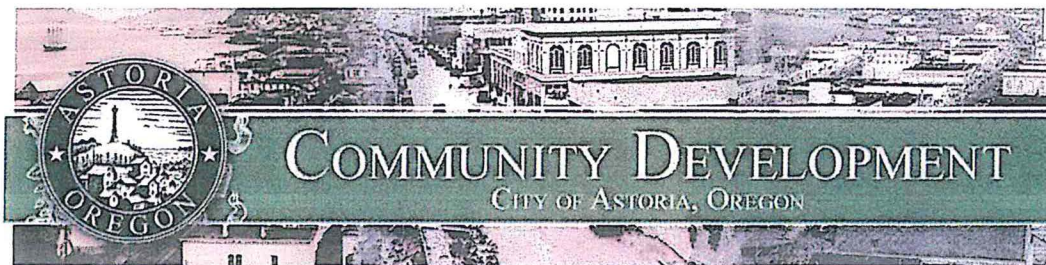
Alan Evans
Helping Hands Reentry Outreach Centers

Approved as to form:

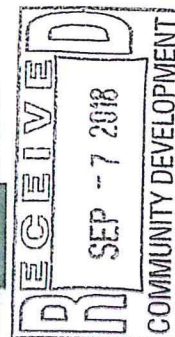


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ou, email=blair@astoria.law, c=US
Date: 2018.09.11 14:08:57 -08'00'

Attorney for City of Astoria



"Where Preservation Meets Progress"



Astor West Urban Renewal District Storefront Improvement Program Application

Please completely and accurately fill out the following form, follow all program guidelines found on the City's website, and attach two (2) competitive contractor bids for the proposed project and written proof of ownership of the building (or consent to act on behalf of the owner).

Project Property Address: <u>286 W Marine Drive, Astoria</u> Do you <input checked="" type="checkbox"/> Own <input type="checkbox"/> Lease			
TS R9 TCA TL 1400			
Legal Description:			
Lot <u>n/a</u>	Block <u>n/a</u>	Subdivision _____	
Map <u>T8 R9 TCA</u>	Tax Lot <u>1400</u>	Zone <u>C3</u>	
Applicant Name:		Date Submitted:	
Alan Evans			
Address:		Phone:	
1010 3rd Ave., Seaside, OR 97138		503-440-9357	
Mailing Address if different:		Email:	
PO Box 413, Seaside, OR 97138		a.evans@helpinghandsreentry.c	
Business Name:		Tax ID Number:	
Helping Hands Reentry Outreach Centers		27-1158468	
Building Owner Contact Information (if different from applicant):		Phone:	
Address:		Email:	
Brief Description of Project/Use of Funds. Applicant should submit more complete project description on a separate page (include detailed project description, materials, detailed cost estimate, timing, photos, and drawings if appropriate.)			
Renovation of facade to improve & restore historical appearance of the building.			
Total Project Cost	Estimated Start Date	Estimated Completion Date	Grant Request Amount
\$ 49,449.11	8/1/18	10/1/18	\$ 12,363.00
<small>The statements made herein are true and represent an accurate and full disclosure of all appropriate information as of this date. Applicant understands that the City will retain this application and any other credit information the City receives, whether or not this loan request is approved. Applicant understands this loan application can become public information; however, financial statements, tax returns, project pro formas, and business information documents will be kept confidential. Applicant agrees to enter into an agreement with the City and to work cooperatively with City and State officials on this project, if funded.</small>			
Applicant Signature: <u>Alan Evans</u>			Date: <u>9.7.18</u>

Please complete the following sources and uses table that details your project's anticipated financing.

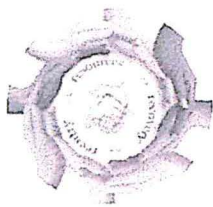
Financing Sources	Uses (Construction)	Total Amount
Cash	\$ 37,086.11	\$ 37,086.11
Private Loans		\$ 0.00
Commercial Loans		\$ 0.00
Urban Renewal Grant	\$ 12,363.00	\$ 12,363.00
Other Sources		\$ 0.00
		\$ 0.00
Total Funding	\$ 49,449.11	\$ 49,449.11

Thank you for your application!

We are excited at the opportunity to work with you and to help improve Astoria and Uniontown.

City of Astoria
Community Development Department Team
1095 Duane
Astoria OR 97103
503-338-5183
kcronin@astoria.or.us

For Office Use Only:			
Date Application Received		Date Approved/Denied	
Total Amount Requested		Total Amount Granted	
Total Project Budget		Signature	
Materials Provided	Yes	No	Notes
Detailed Costs			
Bids			
Photos			
Drawings			
Owner Authorization			
Overlay Zone Design Review Required			
Historic Design Review Required			



Helping Hands Reentry Outreach Centers

www.helpinghandsreentry.org

P.O. Box 413 Seaside, OR 97138

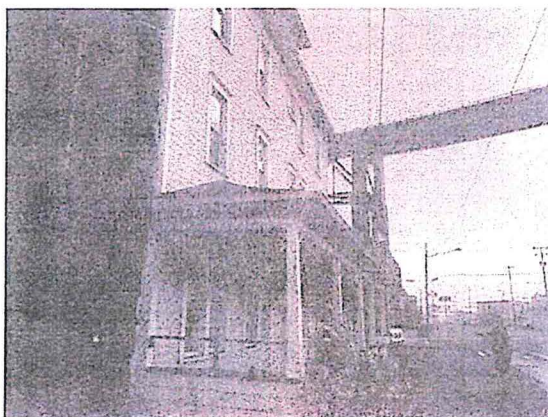
501(c)(3) Nonprofit - Federal Tax ID: 27-1158468

Helping Hands is an equal opportunity organization and employer.

Astor West Urban Renewal District Grant Application – Project Description

Helping Hands recently purchased the historical building located at 286 W Marine Drive, Astoria and is in the process of renovating the building to prepare for housing and rehabilitating the homeless. As part of this renovation project, Helping Hands has undertaken securing the exterior of the building and repairing the extensive damage to several parts of the siding, primarily on the west side of the building.

In addition to these planned exterior repairs, Helping Hands would also like to be able to renovate the façade of the building, with the help of the City of Astoria and this grant. This building is large and prominently visible along the road into Astoria, and it would make a significant difference in the overall appearance of the neighborhood to be restored to historical guidelines and to be beautiful and functional again.



This façade renovation project will be worked into our planned exterior repairs schedule, and will allow us to make changes to improve and restore the appearance of the building instead of just making functional repairs.

Previous owners or tenants have replaced a few windows with vinyl materials that do not meet historical guidelines, so we will be removing these vinyl windows as we restore the appearance of this old beauty. We have gotten approval from the Historical society for the window materials that we will be using, and have placed an order. We have also gotten approval for the replacement siding material and installation pattern, which will have the same appearance as the historical siding and will be kept yellow with white trim.

Please see attached for project budget by Russell Construction, who has experience with historical renovations in our area and whose bid we accepted. Richard Russell is already managing the rest of the renovation project and generously gave us a non-profit discount to add this project onto the renovation. Any work done by Russell Construction will be approved by Helping Hands CEO & licensed General Contractor Alan Evans for completion and quality before payment, in accordance with our project management contract. Attached for reference is also a second bid from Terry Andrus Construction, which was not accepted due to being above what we are comfortable budgeting for the façade.

If this grant is approved, the façade portion of the exterior renovation will begin as soon as August 1, and will be complete by October 1. Thank you for partnering with us to revitalize this historical building as we put her back to good use for the community!

ADDRESS: 286 W. Marine Drive
CLASSIFICATION: Primary
OWNER: Jacqueline and Jim Hyde
c/o Elli Riutta
Rt. 2, Box 386
Astoria, OR 97103

TAX LOT: 1400
LOT: .22 Ac.

ASSESSOR MAP: 89 7CA
PLAT: Unplatted
YEAR BUILT: Ca. 1896
ALTERATIONS: Moderate

BLOCK: NA
STYLE: Vernacular
USE: Multi-family

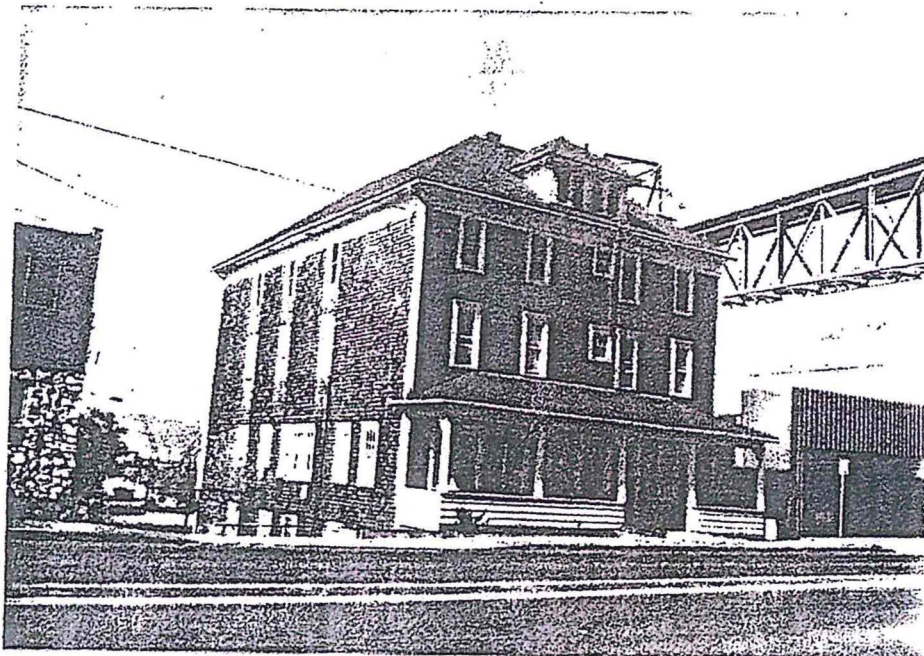
DESCRIPTION: This three and one half story building is rectangular in plan and has a hip roof with hip dormers. A beltcourse extends around the perimeter of the building. Shiplap siding covers the front facade and wood shingles sheath the other elevations. The daylight basement is supported by a concrete foundation. The windows on the upper two stories are one over one double hung wood sash and the first story windows are six over one double hung wood sash. Projecting cornices cap the windows. The front porch extends across the front elevation and is covered by a hip roof. Square porch posts with decorative jigsaw brackets rest on a low weatherboard clad wall that enclose the porch. Two paired entrance doors are located on the south facade. The building, flush with the public right of way, faces southeast on W. Marine and is in good condition.

The Sanborn Fire Insurance Maps indicate that the building was on the site as early as 1896. The Bridge Apartments were originally known as the John Erickson Boarding House and later as the Karhuvaara Boarding House. The building housed many tenants throughout the years and provided an extended family for many single fisherman. The tenants ate in a communal eating area with meals prepared by Mary Niska in the early part of the century. Mrs. Niska was also in charge of operating the boarding house in the early 1920's. The boarding house caught fire in 1923 when The Finnish Socialist Hall, located directly to the west, burned down. The Bridge Apartments is the only remaining Finnish boarding houses on W. Marine Drive.

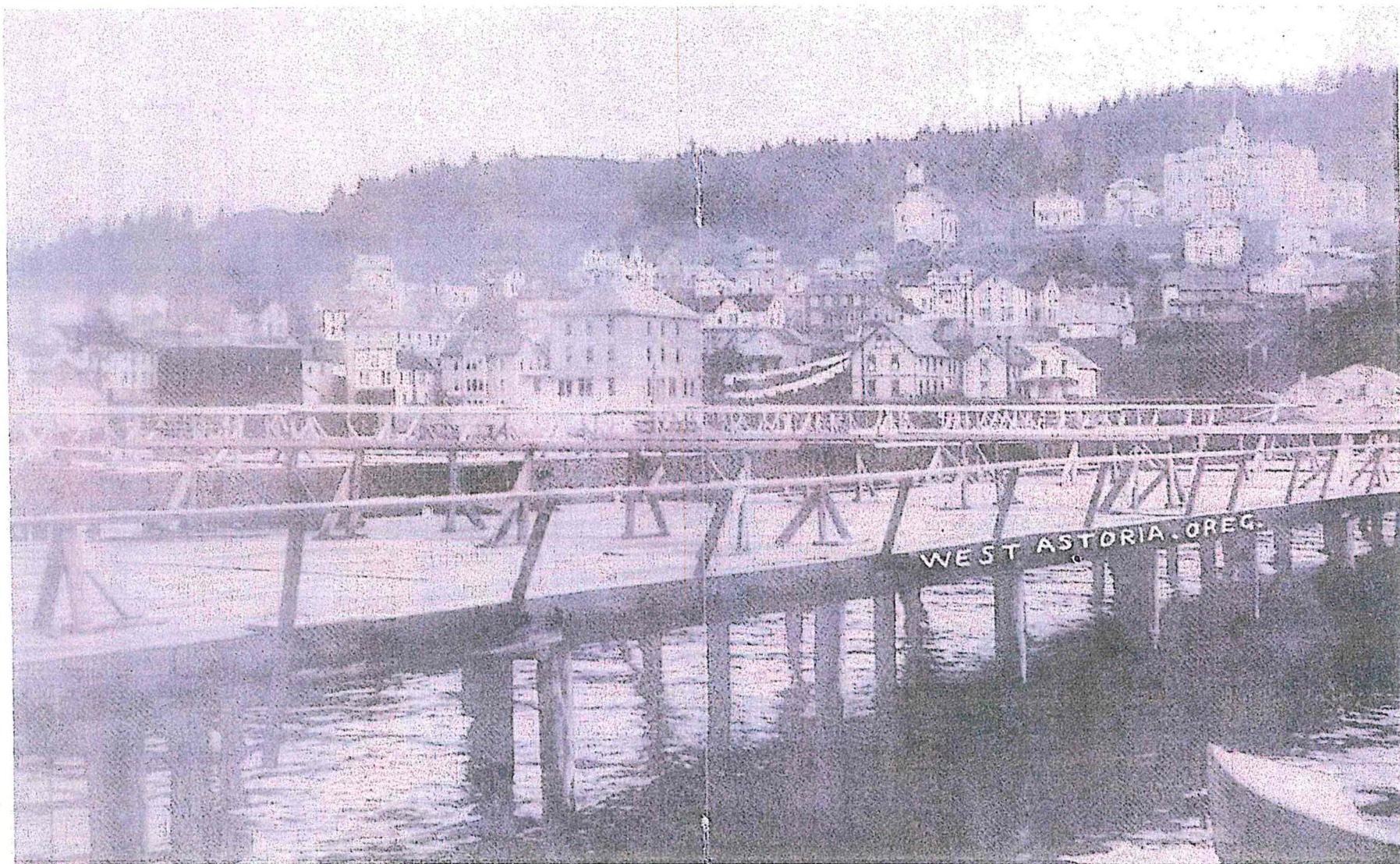
++ 24

Bridge Apartments

286 W Marine Dr. Front (South) and
Side (West) Elevations
Northwest Heritage Property



25

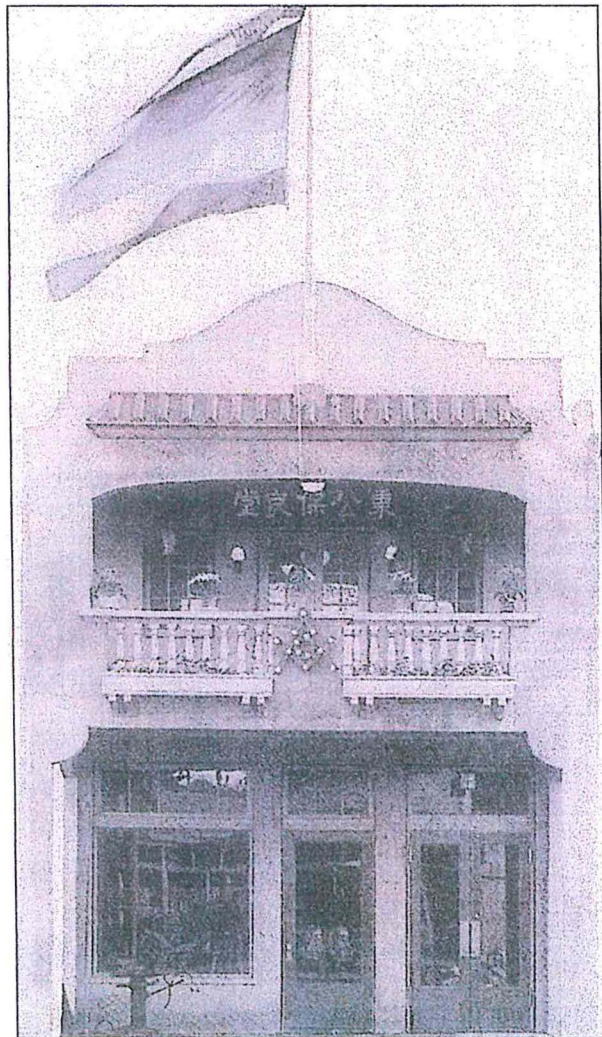


Courtesy of the Editor

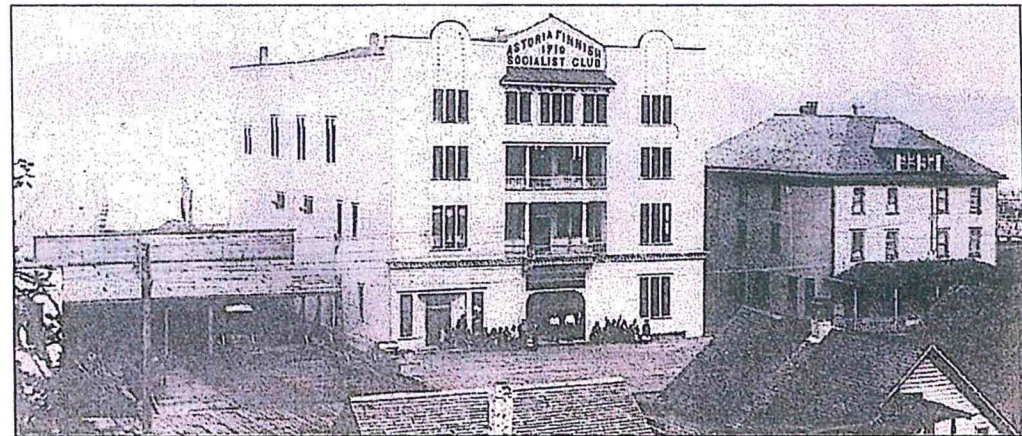
UNIONTOWN ABOUT 1908

View of Uniontown to the southeast across cannery net racks. Top right is Taylor School which was built in 1902. The Finnish Congregational Church is directly east. Below it is the Finnish Temperance Hall, (built in 1893) and later moved to the bottom of the hill and raised one story. It is now owned by the Finnish Brotherhood Lodge and known as Suomi Hall. At left of center is the Karhuvaara Boarding House (still standing). Directly above it is the Charles Wilson House and to the left is the Ponkalo Boarding House and the Hannula Boarding House. The Socialist Hall, built in 1910 next to the Karhuvaara Boarding House, does not appear in this photo.

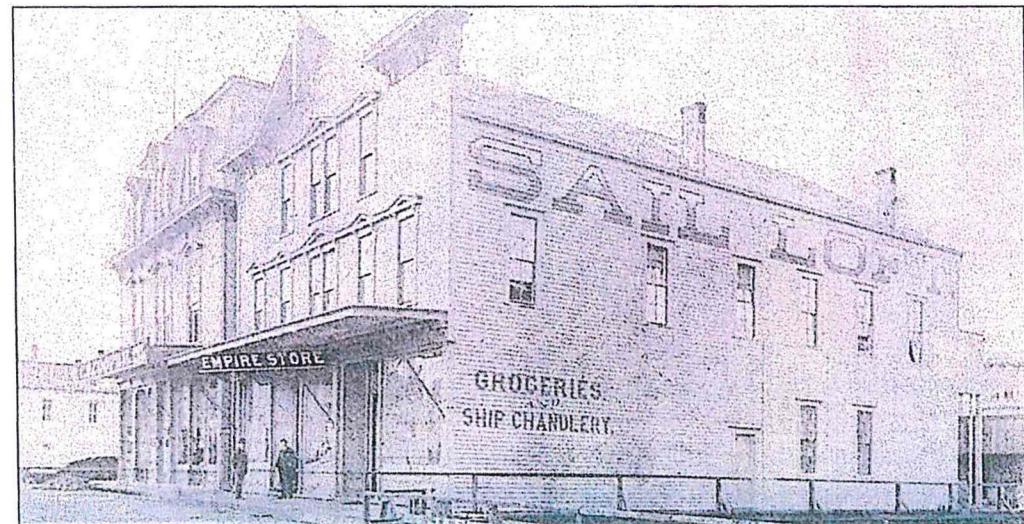




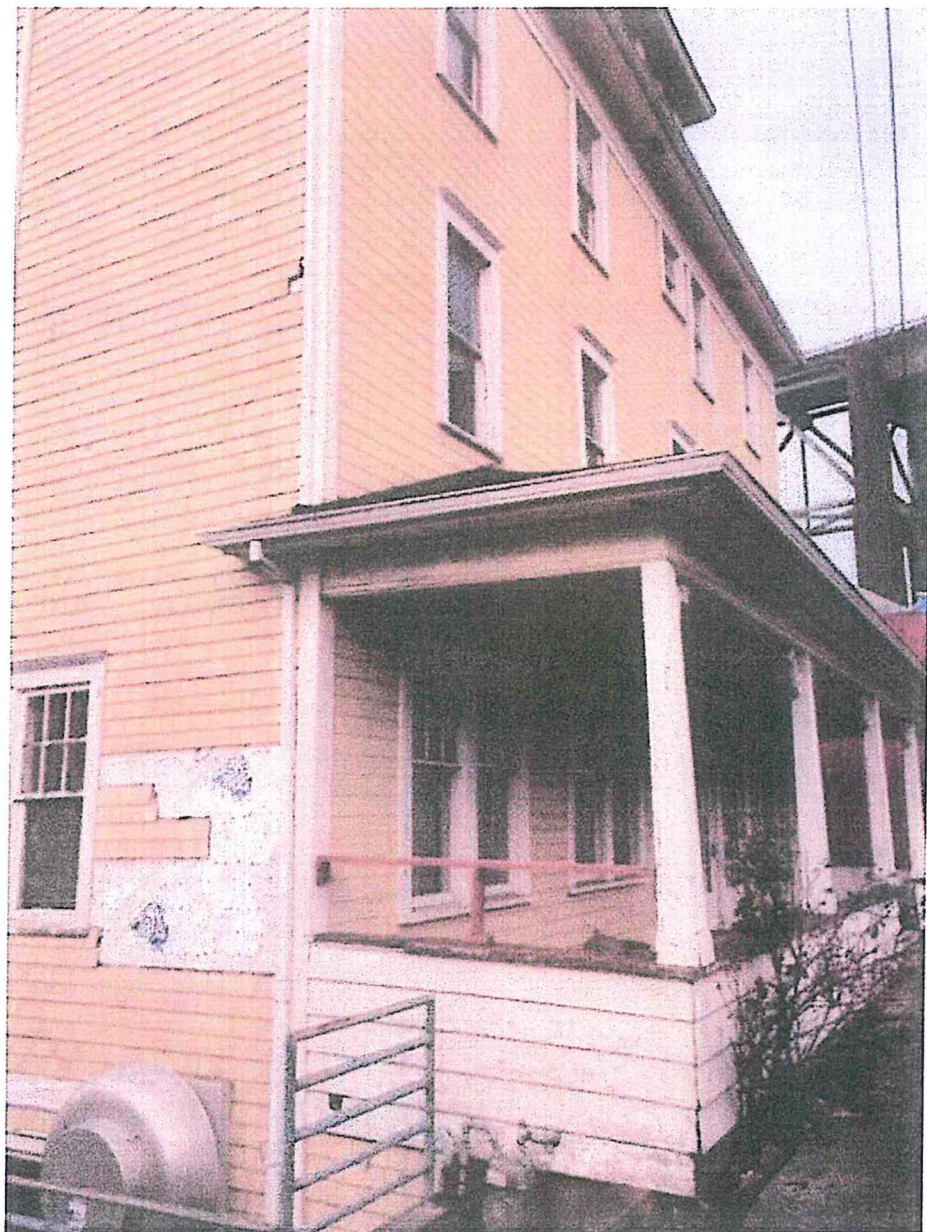
Bing Kong Bo Leong Tong building on Bond Street between 6th and 7th. Also known as Chinese Masonic Temple. #3194

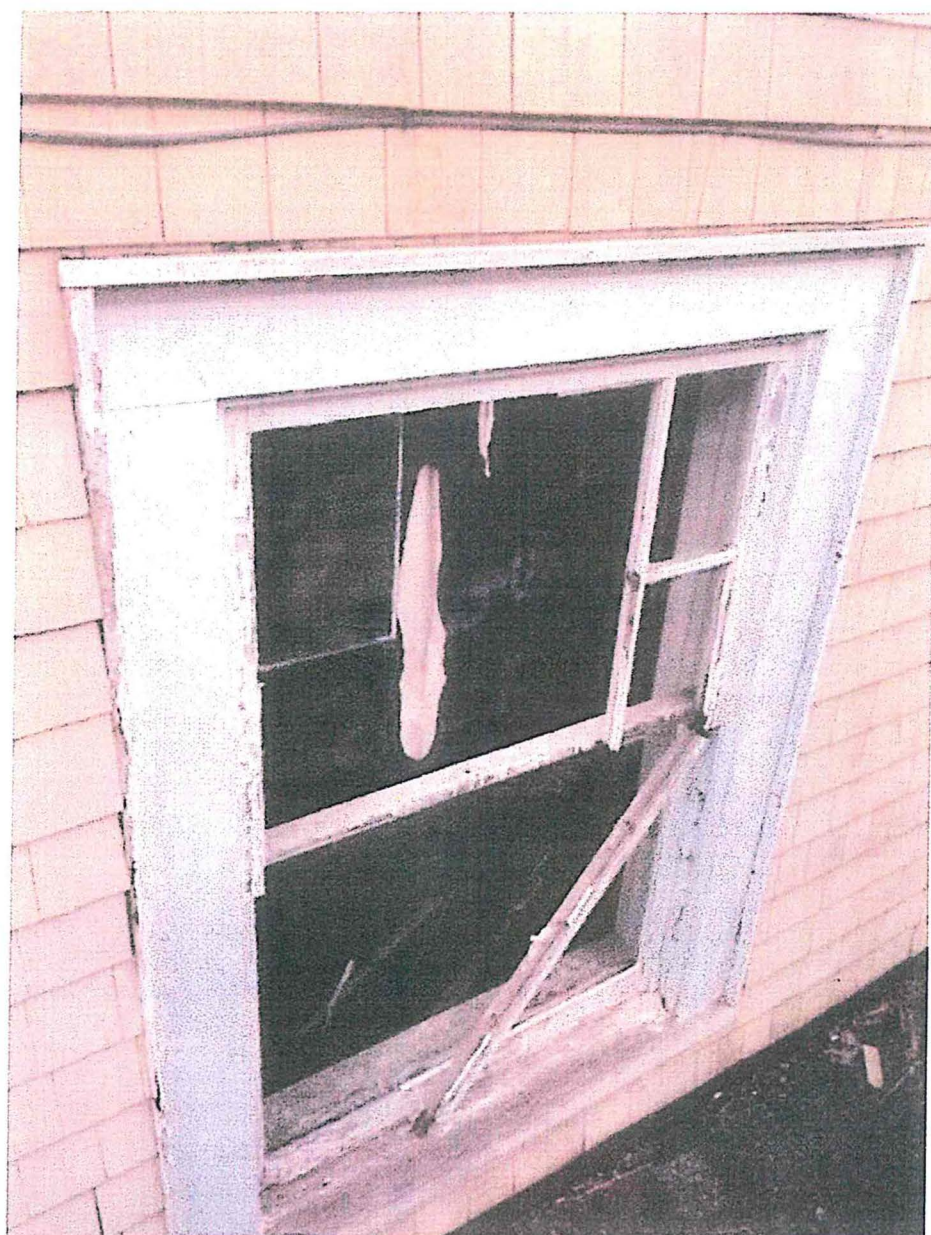


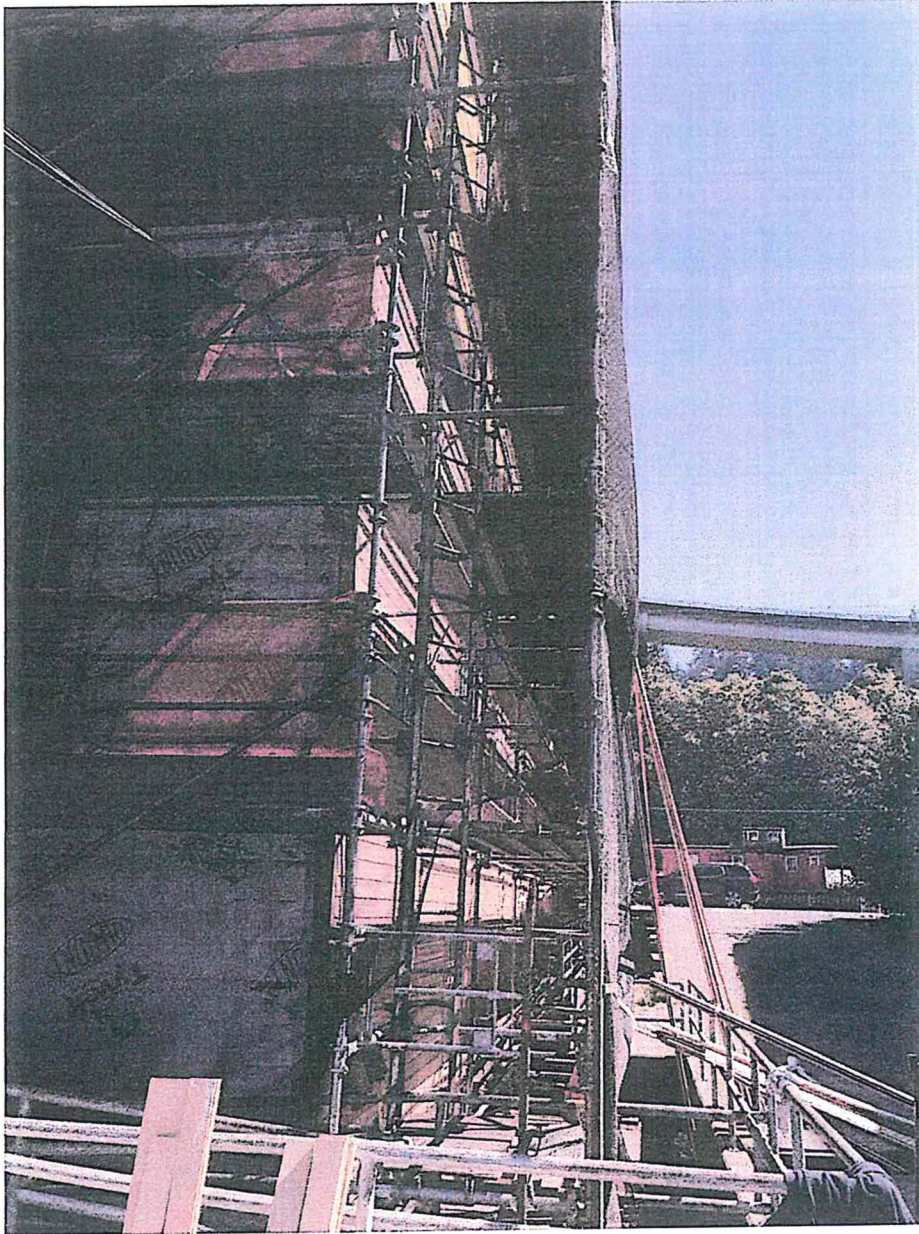
Astoria Finnish Socialist Club building, 262 Taylor Avenue. The second floor theater seated 1,000. The "Osasto" hall also featured a dance hall, gym, library, meeting rooms, two kitchens and caretaker apartments. #6400

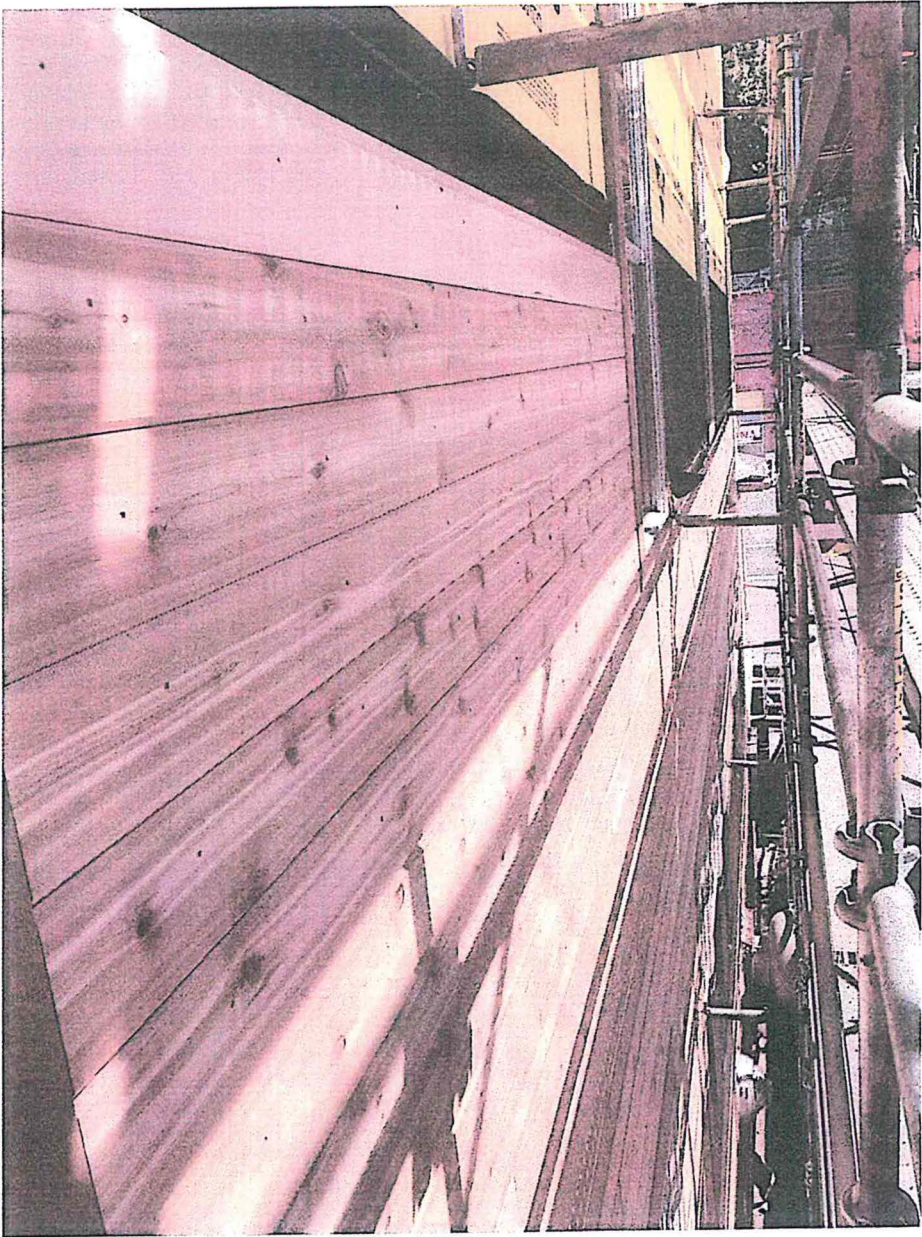


Knights of Pythias & Gunderson Building. Coopers Store in Knights of Pythias building, 527 Commercial. #200

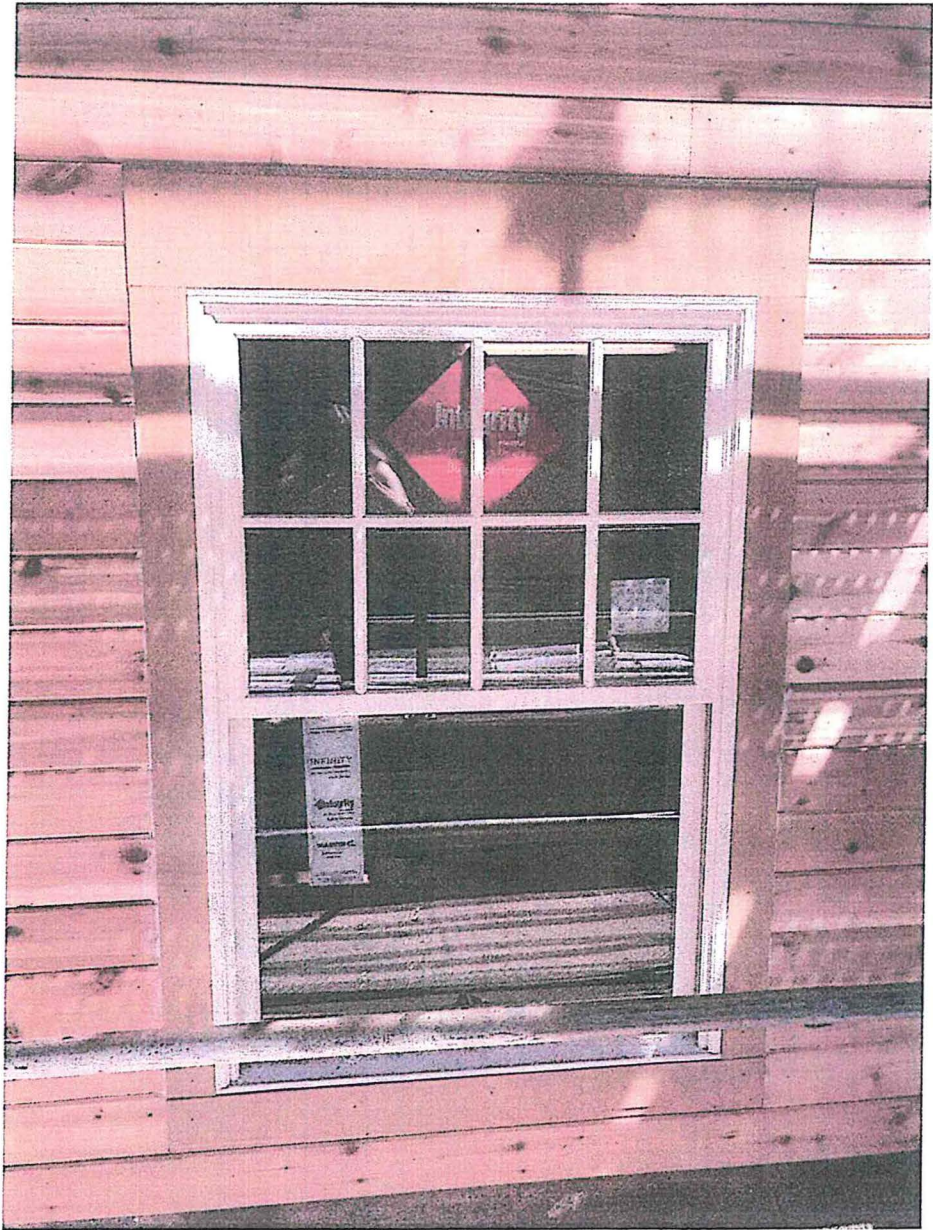


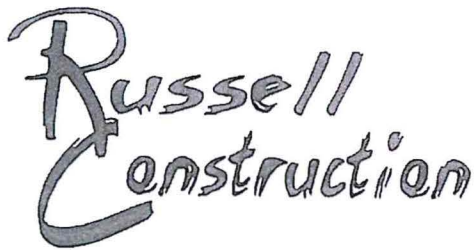












931 Ave H
Seaside, Oregon
97138
CCB# 109840
503-739-0027

Jun 20, 2018

To: Whom it may concern

Re: Union town building façade renovation
286 West Marine Drive
Astoria, Oregon 97103

We/I propose to:

	Materials	Labor
1) Replace all windows on wall facing Hwy.	\$11,000	\$10,000
2) Trim windows to match present style	\$2,000	\$4,200
3) Repair rail and bring up to code	\$2,400	\$2,640
4) Paint	\$750	\$2,500
5) Install new lighting	\$2,200	0
6) Dump Fees		\$2,000
7) Permits		\$600
8) Lift Rental		\$5,400
9) Contingency		\$4,000
Subtotal	\$18,350	\$31,340

Project Total: \$49,690

All windows to be Marvin Integrity
Paint to match yellow body and white trim

Terry Andrus Construction
P O Box 2826
Longview, Wa
98632
CCB# 174011
360-560-0009

06/02/2018

To: Helping Hands
1010 3rd Avenue
Seaside, Oregon 97138

Re: Helping Hands building facing highway
286 West Marine Drive Astoria, Oregon

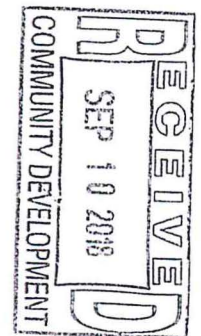
I Propose to:

I will use period correct materials on all components

	Materials	Labor
1) Replace all windows on front with Marvin Integrity	\$14750	\$15100
2) Deck repair and rail	\$7500	\$6820
3) Paint	\$900	\$3500
4) Disposal		\$4200
5) Permits		\$800
6) ManLift		\$5900
7) Contingencies		\$6000
Total		\$65470

Helping Hands -- Uniontown Façade Improvement Expenses

Inv. Date	Vendor Name	Invoice #	Amount	HH Ck #	Notes
5/30/18	Safway	D065494	\$11,055.72	7896	Scaffolding
5/30/18	Russell Construction	5/30/2018	\$3,570.00	7865	labor thru 5-29-18 & materials
6/1/18	Tolovana Architect LLC	2679	\$2,820.00	8091	
6/22/18	Parr PDX Metro Windows & Doors	UQWNCN7	\$8,831.12	debit	Windows purchase order
7/17/18	Builder's First Source	902107	\$3,577.78	debit	Siding materials
7/29/18	Russell Construction	7/29/2018	\$7,311.02	8024	labor thru 7-29-18 & materials/dump fees
8/12/18	Russell Construction	8/12/2018	\$1,831.37	8008	Materials reimbursement (no labor)
8/25/18	Builder's First Source		\$9,657.07	8119	Siding materials
9/2/18	The Home Depot	Receipt	\$795.03	debit	Materials
Total Façade Expenses			\$49,449.11		





INVOICE

Number D065494
Date 5/30/18
Type RENTAL

PAGE 1

SAFWAY SERVICES, LLC

2409 TALLEY WAY
KELSO, WA 98626

Phone #: 360-575-9366

Fax #: 360-575-9368

CCB✓

Customer #: 710 - 140300 HELPING HANDS PO BOX 413 ACCTS PAYABLE SEASIDE, OR 97138				Job Site#: 00001 UNION TOWN SCAFFOLD 286 WEST MARINE DRIVE ASTORIA, OR 97103									
ORDER#: 29435 Job Cost #: S18039A				Job Phone No. 5037390027 Customer Contact RICHARD RUSSELL									
Customer P.O. # UNION TOWN		Customer Req. #		Ordered By Richard R		Office Phone 5034409357		Project		Order Taken TIMCH		Sales Rep 15072	
Ship Date		Ship Via SAFWAY DELIVERY		Bill Lading		Terms NET 30		Due Date 6/29/18		Approved		Pre-Paid	
Part No.		Description						Quantity					
		BILLING CYCLE 5/16/18 TO 6/12/18 PAYMENT TERMS ARE NET 30 DAYS FROM RECEIPT OF INVOICE											
		INVOICE TOTAL:								11,055.72			
		GRAND TOTAL:								11,055.72			
Original - Customer													

Helping Hands Reentry Outreach Centers

7896

Safway

Date	Type	Reference	Original Amt.	Balance Due	6/19/2018 Discount	Payment
6/18/2018	Bill	INV 29435	11,055.72	11,055.72		11,055.72
					Check Amount	11,055.72

Clatsop Community B

11,055.72

INVOICE

931 Avenue H | Seaside, OR 97138
phone: 503.739.0027
email: RussellConstruction@gmail.com
portfolio: [facebook.com/RussellConst](https://www.facebook.com/RussellConst)

DATE May 30, 2018

CUSTOMER Helping Hands
1010 3rd Ave
Seaside

PURCHASE ORDER	JOB	PAYMENT TERMS	DUE DATE
	uniontown	Due upon completion	

286 west marine Astoria

[illegible]

SUBTOTAL	3,570.00
----------	----------

TOTAL	3,570.00
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Please make checks payable to Russell Construction
THANK YOU FOR YOUR BUSINESS!



1649 SE ENSIGN LN
WARRENTON, OR 97146
(503) 861-5426
www.oreillyauto.com

Store hours:
Mon-Sat: 07:30 AM-09:00 PM
Sun: 08:00 AM-08:00 PM

Counter #: 402943 L1AM B.
Date: 05/29/2018 05:04 PM Drawer: 1
Invoice #: 3920-402942

REE 72783 25.99 NA
COUPLER LOCK

1 Item

Sub-Total 25.99
Total 25.99

DB 4525 25.99

DB XXXXXXXXXXXX4525 Auth CD: 504336
REF# 497224135134

Verified by PIN

Chip Indicator: Y
AID: A0000000980840

FVR: 8080048000
TSI: 6800
IAD: 06010A03A00000
Verified by PIN

TERRY, Thank you for being an O'Rewards
Customer!

www.orewards.com



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Thank you for Shopping at
O'Reilly Auto Parts!

We value your opinion! Disponible en
Espanol. Enter 3920-052918-402942 at

OREILLYAUTO.COM/FEEDBACK to win \$500.
Rules at OREILLYAUTO.COM/FEEDBACK



More saving.
More doing.™

STORE MGR: BEN RAINES
1650 ENSIGN, WARRENTON, OR (503)861-8299

4023 00002 67096 05/29/18 09:26 AM
CASHIER DESIRAY

BDA CBLT3/8X31/2 <A>
CARRIAGE BOLT 3/8X3-1/2 6.71
1100.51
ACB CUTWASHER3/8" <A>
CUT WASHERS 3/8 IN 1.54
1100.14
ACD 3/8HEXNUTUSS <A>
HEX NUTS-USS 3/8 1.32
1100.12
033656630505 DUCT TAPE-BL <A>
1.89"X60YD 398 BLK 11 MIL DUCT TAPE 16.56
208.28
887480023640 COMBO PACK <A> 2.70
3/8" HEX NUT (25) PACK BAG
887480002706 3/8X31/2CBLT <A> 12.84
CARRIAGE BOLT 3/8X3-1/2-25PK
887480023244 COMBO PACK <A> 3.14
3/8" CUT WASHER (25) PACK BAG
073291332112 2X12-12 GDF <A>
2X12-12FT #2/BTR PRIME DOUG FIR 72.36
4918.09
073291332082 2X12-5 GDF <A>
2X12-8FT #2/BTR PRIME DOUG FIR 24.18
2012.09
073257012698 10X100 6 MIL <A> 59.98
10'X100' 6MIL CLEAR POLY SHEETING
073291324087 2X4-8 GDF <A>
2X4-8FT STD/BTR PRIME GRN DOUG FIR 30.31
704.33

SUBTOTAL 231.64
SALES TAX 0.00
TOTAL \$231.64

XXXXXXXXXXXX4525 DEBIT USD\$ 231.64

AUTH CODE 732814 Verified By PIN
Chip Read

Tolovana Architect LLC

P O Box 648
Tolovana Park, Or
97145

Date 6/1/2018

Phone # 503-436-0519

Invoice # 2679

Bill To

Helping Hands Astoria
1320 12th Ave.
Seaside, or. 97138

Description	Qty	Rate	Amount
Helping Hands Astoria Drawing Exhibit for Permit			
Frank Trainer - Drafting	32	80.00	2,560.00
David Vonada - Principal Architect	2	130.00	260.00

Total \$2,820.00

Please remit to address above, Cannon Beach mail will be Returned to Sender


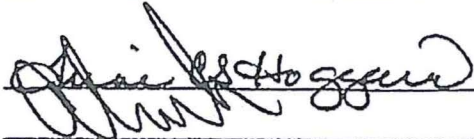
	Helping Hands Reentry Outreach Centers PO Box 413 Seaside, OR 97138	Clatsop Community Bank 1150 N Roosevelt Seaside OR 97138 503-689/1232	8091 8/7/2018
PAY TO THE ORDER OF <u>David Vonada</u>		\$ **2,820.00	
Two Thousand Eight Hundred Twenty and 00/100*****		DOLLARS	
Tolovana Architect LLC PO Box 648 Tolovana Park, OR 97145		 AUTHORIZED SIGNATURE	
MEMO			
⑈008091⑈ ⑆123206998⑆ 110016906⑈			

Photo Safe Deposit Details on Back

>125108272<
 Columbia Bk #1056
 2018-08-13
 0056026414
 Batch 152182852

0056026414

DEPOSITED TO THE CREDIT OF
 THE WITHIN NAMED PAYEE
 CANNON BEACH BR. #1056
 COLUMBIA BANK
 C. E. E. F. F. H. S. I. S. F. E. T. O. S. I.

CUB✓

UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 7

TOTAL UNIT QTY: 16

EXT NET PRICE: USD 8,831.12

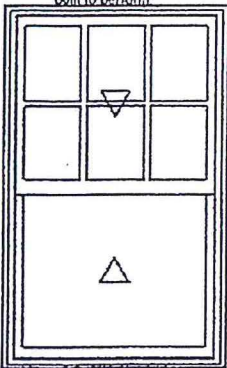
LINE	MARK UNIT	BRAND	ITEM	NET PRICE	QTY	EXTENDED NET PRICE
1	Window #1	Integrity	Wood-Ultrex Traditional Double Hung RO 32 1/2" X 52 1/4"	545.74	2	1,091.48
2	Window #2	Integrity	Wood-Ultrex Traditional Double Hung RO 42 1/2" X 68 1/4"	679.55	1	679.55
3	Window #3	Integrity	Wood-Ultrex Traditional Double Hung RO 30 1/2" X 68 1/4"	607.39	2	1,214.78
4	Window #4	Integrity	Wood-Ultrex Traditional Double Hung RO 32 1/2" X 68 1/4"	617.91	1	617.91
5	Window #5	Integrity	Wood-Ultrex Traditional Double Hung RO 32 1/2" X 72 1/4"	517.18	4	2,068.72
6	Window #6	Integrity	Wood-Ultrex Traditional Double Hung RO 32 1/2" X 64 1/4"	479.59	4	1,918.36
7	Window #7	Integrity	Wood-Ultrex Traditional Double Hung RO 38 1/2" X 56 1/4"	620.16	2	1,240.32

Pd by Debit Card
6/22/2018

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1	Mark Unit: Window #1	Net Price:	545.74
Qty: 2		Ext. Net Price:	1,091.48
		USD	



As Viewed From The
Exterior

RO 32 1/2" X 52 1/4"
Egress Information
Width: 28 3/8" Height: 20 31/32"
Net Clear Opening: 4.13 SqFt
Performance Information
U-Factor: 0.28
Solar Heat Gain Coefficient: 0.28
Visible Light Transmittance: 0.48
Condensation Resistance: 56
CPD Number: MAR-N-272-00944-00001
ENERGY STAR: NC
Performance Grade
Licensee #783
AAMA/WDMA/CSA/101/ I.S.2/A440-08
LC-PG40 1054X1924 mm (42X76.8 in)
LC-PG40 DP +40/-40
FL6525

Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 3252
Rough Opening 32 1/2" X 52 1/4"
Top Sash
IG
Low E2 w/Argon
7/8" SDL - With Spacer Bar
Rectangular - Standard Cut 3W2H
Stone White Ext - White Int
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh
4 9/16" Jamb
Nailing Fin

***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.

Initials required

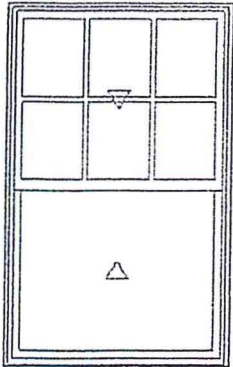
Seller:

Buyer: RR

Line #2	Mark Unit: Window #2	Net Price:	679.55
Qty: 1		Ext. Net Price:	679.55
		USD	



Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 4268
Rough Opening 42 1/2" X 68 1/4"
Top Sash
IG
Low E2 w/Argon
7/8" SDL - With Spacer Bar
Rectangular - Special Cut 3W2H
Stone White Ext - White Int
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh



As Viewed From The
Exterior

RO 42 1/2" X 68 1/4"
Egress Information
Width: 38 3/8" Height: 28 31/32"
Net Clear Opening: 7.72 SqFt
Performance Information
U-Factor: 0.28
Solar Heat Gain Coefficient: 0.28
Visible Light Transmittance: 0.48
Condensation Resistance: 56
CPD Number: MAR-N-272-00944-00001
ENERGY STAR: NC
Performance Grade
Licensee #783
AAMA/WDMA/CSA/101/ I.S.2/A440-08
LC-PG40 1054X1924 mm (42X76.8 in)
LC-PG40 DP +40/-40
FL6525

4 9/16" Jambs
Nailing Fin

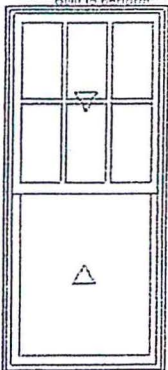
***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.

Initials required

Seller: _____

Buyer: *JK*

Line #3	Mark Unit: Window #3	Net Price:		607.39
Qty: 2		Ext. Net Price:	USD	1,214.78



As Viewed From The
Exterior

RO 30 1/2" X 68 1/4"
Egress Information
Width: 26 3/8" Height: 28 31/32"
Net Clear Opening: 5.31 SqFt
Performance Information
U-Factor: 0.28
Solar Heat Gain Coefficient: 0.28
Visible Light Transmittance: 0.48
Condensation Resistance: 56
CPD Number: MAR-N-272-00944-00001
ENERGY STAR: NC

Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 3058
Rough Opening 30 1/2" X 68 1/4"
Top Sash
IG
Low E2 w/Argon
7/8" SDL - With Spacer Bar
Rectangular - Standard Cut 3W/2H
Stone White Ext - White Int
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh

4 9/16" Jambs

Nailing Fin

***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.

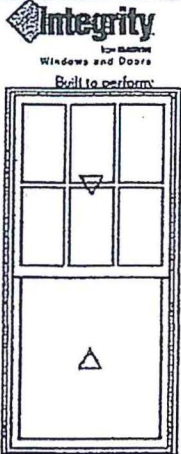
Initials required

Seller: _____

Buyer: *JK*

Performance Grade
Licensee #783
AAMA/WDMA/CSA/101/ I.S.2/A440-08
LC-PG40 1054X1924 mm (42X76.8 in)
LC-PG40 DP +40/-40
FL6525

Line #4	Mark Unit: Window #4	Net Price:	617.91
Qty: 1		Ext. Net Price:	USD 617.91



As Viewed From The
Exterior

RO 32 1/2" X 68 1/4"
Egress Information
Width: 28 3/8" Height: 28 31/32"
Net Clear Opening: 5.71 SqFt
Performance Information
U-Factor: 0.28
Solar Heat Gain Coefficient: 0.28
Visible Light Transmittance: 0.48
Condensation Resistance: 56
CPD Number: MAR-N-272-00944-00001
ENERGY STAR: NC
Performance Grade
Licensee #783
AAMA/WDMA/CSA/101/ I.S.2/A440-08
LC-PG40 1054X1924 mm (42X76.8 in)
LC-PG40 DP +40/-40
FL6525

Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 3258
Rough Opening 32 1/2" X 68 1/4"
Top Sash
IG
Low E2 w/Argon
7/8" SDL - With Spacer Bar
Rectangular - Standard Cut 3W2H
Stone White Ext - White Int
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh
4 9/16" Jamb
Nailing Fin

***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.

Initials required

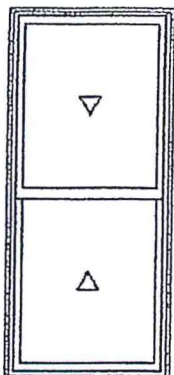
Seller: _____

Buyer: RR

Line #5	Mark Unit: Window #5	Net Price:	517.18
Qty: 4		Ext. Net Price:	USD 2,068.72



Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 3272
Rough Opening 32 1/2" X 72 1/4"
Top Sash
IG - 1 Lite
Low E2 w/Argon
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh
4 9/16" Jamb
Nailing Fin



As Viewed From The
Exterior

RO 32 1/2" X 72 1/4"

Egress Information

Width: 28 3/8" Height: 30 31/32"

Net Clear Opening: 6.10 SqFt

Performance Information

U-Factor: 0.28

Solar Heat Gain Coefficient: 0.32

Visible Light Transmittance: 0.54

Condensation Resistance: 56

CPD Number: MAR-N-272-00896-00001

ENERGY STAR: N, NC

Performance Grade

Licensee #783

AAMA/WDMA/CSA/101/1.5.2/A440-08

LC-PG40 1054X1924 mm (42X76.8 In)

LC-PG40 DP +40/-40

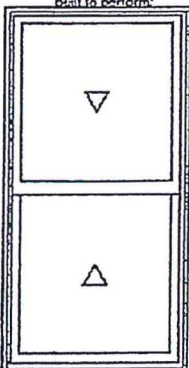
FL6525

Initials required

Seller: _____

Buyer: PR

Line #6	Mark Unit: Window #6	Net Price:		479.59
Qty: 4		Ext. Net Price:	USD	1,918.36



As Viewed From The
Exterior

RO 32 1/2" X 64 1/4"

Egress Information

Width: 28 3/8" Height: 26 31/32"

Net Clear Opening: 5.31 SqFt

Performance Information

U-Factor: 0.28

Solar Heat Gain Coefficient: 0.32

Visible Light Transmittance: 0.54

Condensation Resistance: 56

CPD Number: MAR-N-272-00896-00001

ENERGY STAR: N, NC

Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 3264
Rough Opening 32 1/2" X 64 1/4"
Top Sash
IG - 1 Lite
Low E2 w/Argon
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh
4 9/16" Jambs
Nailing Fin

Initials required

Seller: _____

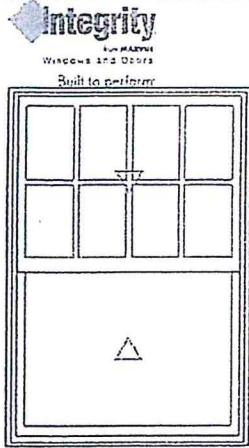
Buyer: PR

OMS Ver. 0002.20.00 (Current)
Product availability and pricing subject to change.

Richard Russell
Union Town
Quote Number: UQWNCN7
Architectural Project Number:

Performance Grade
Licensee #783
AAMA/WDMA/CSA/101/ I.S.2/A440-08
LC-PG40 1054X1924 mm (42X76.8 in)
LC-PG40 DP +40/-40
FL6525

Line #7	Mark Unit: Window #7	Net Price:	620.16
Qty: 2		Ext. Net Price:	USD 1,240.32



As Viewed From The
Exterior

RO 38 1/2" X 56 1/4"
Egress Information
Width: 34 3/8" Height: 22 31/32"
Net Clear Opening: 5.48 SqFt
Performance Information
U-Factor: 0.28
Solar Heat Gain Coefficient: 0.28
Visible Light Transmittance: 0.48
Condensation Resistance: 56
CPD Number: MAR-N-272-00944-00001
ENERGY STAR: NC
Performance Grade
Licensee #783
AAMA/WDMA/CSA/101/ I.S.2/A440-08
LC-PG40 1054X1924 mm (42X76.8 in)
LC-PG40 DP +40/-40
FL6525

Stone White Exterior
White Interior
Integrity Traditional Double Hung
Wood-Ultrex
CN 3856
Rough Opening 38 1/2" X 56 1/4"
Top Sash
IG
Low E2 w/Argon
7/8" SDL - With Spacer Bar
Rectangular - Standard Cut 4W2H
Stone White Ext - White Int
Bottom Sash
IG - 1 Lite
Low E2 w/Argon
White Sash Lock
Exterior Aluminum Screen
Stone White Surround
Charcoal Fiberglass Mesh
4 9/16" Jambs
Nailing Fin

***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.

Initials required

Seller: _____

Buyer: WR

Project Subtotal Net Price: USD 8,831.12
0.000% Sales Tax: USD 0.00
Project Total Net Price: USD 8,831.12

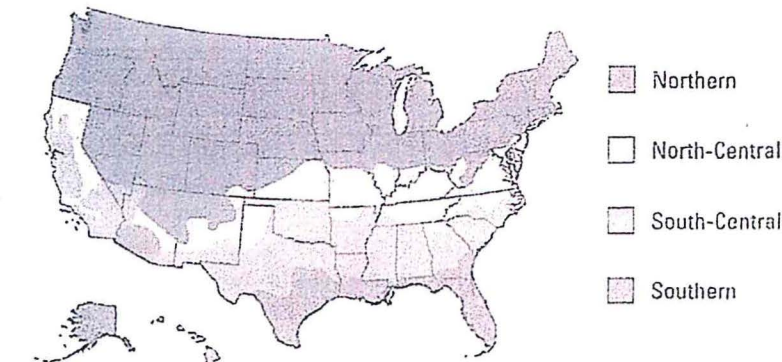
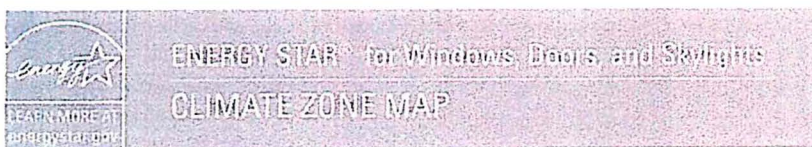
Product and Performance Information

NFRC energy ratings and values may vary depending on the exact configuration of glass thickness used on the unit. This data may change over time due to ongoing product changes or updated test results or requirements.

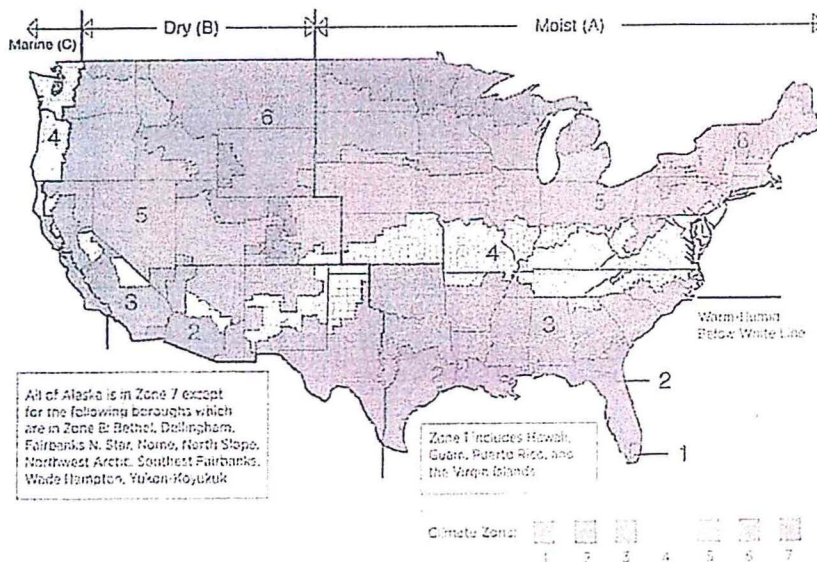
The National Fenestration Rating Council (NFRC) has developed and operates a uniform national rating system for the energy performance of fenestration products, including windows and doors. For additional information regarding this rating system, see www.nfrc.org/WindowRatings.

NFRC energy values and ratings may change over time due to ongoing product changes, updated test results or requirements.

Review the map below to determine if your units meet ENERGY STAR for your location.



International Energy Conservation Code (IECC) Climate Regions



PURCHASE APPROVAL/SIGN OFF

Project Subtotal Net Price: USD 8,831.12
0.000% Sales Tax: USD 0.00
Project Total Net Price: USD 8,831.12

I have reviewed all line item quotes in detail and agree that the product specifications and pricing are accurate, and I approve the project for order. I acknowledge that additional charges, tax or Terms and Conditions may apply.

BUYER:

Signature: Richard Russell
Title: Project Manager
Date: 6/19/18

SELLER:

Signature: _____
Title: _____
Date: _____



Outreach Centers – XXXXX6904 ▾

Account information

Available balance

\$138,558.53

Current balance

\$150,362.01

Search transactions

Amount

Check number

Date

Switch to range

Search

Clear search

Transactions

☒ Scheduled
 ☐ Pending
 ☐ Posted

Filter ▾

Print

Date ▾	Description ◇	Amount ◇	Balance
Jun 22, 2018	391097 CHK PREAUTH PARR PDX #33 HILLSBORO OR 02789954 391097 <i>Uniontown windows</i>	-8,831.12	138,558.53
Jun 22, 2018	745406 PIN CHK PURCH AMAZON.COM SEATTLE WA 00000101 53YAX77BBPNM	-75.96	147,389.65

(505) 726-9516



DATE July 29, 2018

PURCHASE ORDER	JOE	PAYMENT TERMS	DUE DATE
	uniontown	Due upon completion	

[illegible]

TOTAL	7,311.02
-------	----------

Please make checks payable to Russell Construction
THANK YOU FOR YOUR BUSINESS!

CHIP CARD
CARD TYPE: VISA
EXP: XXXX

TID: 00340048

Host reference #: 429499
AMT: \$ 89.80
MID: 542929801231390
BK CARD: XXXXXXXXXXXXXXXX4525

SUB-TOTAL: \$ 89.80
TAX: \$ 0.00
TOTAL: \$ 89.80

2X6 8' #2 & BETTER GREEN FIR \$1.49 EA *N
L2600

07/17/18 10:42AM SIMON
CUSTOMER LOYALTY PROGRAM
SIGN UP FOR OUR BEST REWARDS

2142 Commercial Street
Astoria, Oregon 97103

CITY LUMBER
COMPANY



More saving.
More doing.

STORE MGR: BEN RAINES
1650 ENSIGN, WARRENTON, OR (503)861-9999
4023 00001 79309 07/20/18 12:47 PM
CASHIER DESIRAY

885911217019 4PK SCREWSET <A> 4.97
DEWALT DRYWALL SCREW SETTER 4PK
073291324124 2X4-12 GDF <A>
2X4-12FT STD/BTR PRIME DOUG FIR
2037.54 150.80
764666710283 TAN SCRW 25# <A> 104.00
DECKMATE II, TAN, 3 IN, 25 LB

SUBTOTAL 259.77
SALES TAX 0.00
TOTAL \$259.77

XXXXXXXXXXXX4525 DEBIT

USD\$ 259.77

AUTH CODE 932761
AID A0000000980640

US DEBIT



More saving.
More doing.

STORE MGR: BEN RAINES
1650 ENSIGN, WARRENTON, OR (503)861-9999
4023 00056 99603 07/28/18 12:11 PM
SELF CHECK OUT

037064140036 PUSH POINT <A>
HDX GLAZIER'S STEEL PUSH POINT 50PK
201.97 3.94

SUBTOTAL 3.94
SALES TAX 0.00
TOTAL \$3.94

XXXXXXXXXXXX4525 DEBIT

USD\$ 3.94

AUTH CODE 771025
AID A0000000980840

US DEBIT



4023 56 99603 07/28/2018 4598

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 10/26/2018



More saving.
More doing.

STORE MGR: BEN RAINES
1650 ENSIGN, WARRENTON, OR (503)861-9999
4023 00002 14932 07/17/18 02:52 PM
CASHIER JUANITA

876504000644 1/2 RTD SHUT <A>
15/32 4X8 CDX PLYWOOD (4-PLY)
4923.45

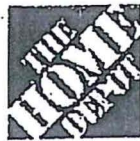
SUBTOTAL 93.80
SALES TAX 0.00
TOTAL \$93.80

XXXXXXXXXXXX4525 DEBIT

USD\$ 93.80

AUTH CODE J
AID A0000000980640

US DEBIT



More saving.
More doing.

STORE MGR: BEN RAINES
1630 ENSIGN, WARRENTON, OR (503)861-9999
4023 00002 15434 07/17/18 04:41 PM
CASHIER JUANITA
051751114836 TEMPANCHOR <A>
UPGEAR TEMPORARY ROOF ANCHOR
2819.97 39.94
SUBTOTAL 39.94
SALES TAX 0.00
TOTAL \$39.94
XXXXXXXXXXXX4525 DEBIT USD\$ 39.94
AUTH CODE 981412
AID A0000000980840 US DEBIT



2142 Commercial Street
Astoria, Oregon 97103

SIGN UP FOR OUR BEST REWARDS
CUSTOMER LOYALTY PROGRAM

07/19/18 2:18PM MIKE 559 SALE

L2612 10 EA \$8.79 EA #N
2X6 12' #2 & BETTER GREEN FIR \$87.90

SUB-TOTAL:\$ 87.90 TAX:\$.00
TOTAL:\$ 87.90
BC AMT:\$ 87.90

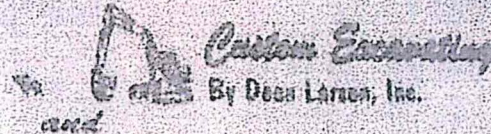
BK CARD#: XXXXXXXXXXXX4525
MID: 542929801231390
AUTH: 141846 AMT:\$ 87.90
Host reference #:430380 Bat#0000
TID: 00340048



More saving.
More doing.

STORE MGR: BEN RAINES
1630 ENSIGN, WARRENTON, OR (503)861-9999
4023 00002 12225 07/16/18 02:36 PM
CASHIER DESIRAY
0000-915-378 1/2 RTD SHTG <A>
15/32 4X8 CDX PLYWOOD (4-PLY)
4824.25 97.00
071291324087 2X4-8 GD FIR <A>
2X4-8FT STD/BTR PRIME GRN DOUG FIR
1094.29 42.90
761666906143 GR08RNG <A> 75.48
GR 210 2-3/8" X.113 GLV RRG PLST 5M
SUBTOTAL 215.38
SALES TAX 0.00
TOTAL \$215.38
XXXXXXXXXXXX4525 DEBIT USD\$ 215.38
AUTH CODE 671836
AID A0000000980840 US DEBIT

TRANS. END RECOVERY
2000 SE AIRPORT LANE
WARRENTON, OR 97146
(503) 861-6030



SALE

11 Lane - Warrenton, OR 97146
51-6030 Fax: 503-861-4941

MO 000075305318
TID: 001 REF#: 00001076
Batch #: 20-0001 RRN: 250100018
07/23/99 13:30:06
APPR CODE 133355
VISA Chip
*****4525

AMOUNT \$60.14

APPROVED

VISA DEBIT
AID A00000000031019
TVR 80 80 00 80 00
TSE 68 00

Company Name: _____

Material: Quarry yds _____ tons 162

To / From: _____

Hauler: _____

Signature: _____

TRAILS END RECOVERY
2000 SE AIRPORT LANE
WARRENTON, OR 97146
(503) 861-6030



Custom Excavating
By Dean Larson, Inc.

ori Lane • Warrenton, OR 97146
861-6030 Fax: 503-861-4341

SALE

REF: 000075305318
TID 001 REF#: 00001061
Batch #: 204001 PRN: 520100006
07/23/18 10:14:15
APPR CODE: 101805
VISA
*****4525 Chip
**/

AMOUNT \$84.39

APPROVED

VISA DEBIT
AID: A0000000031010
TVR: 80 80 00 80 80
TAN 12 00

CLINIC/DRIVER COPY

Company Name: _____

Material: C&D yds _____ tons 87

To / From: _____

Hauler: _____

Signature: _____

Great Substation

3406
277400002

Spark by KET 8024

Clatsop Community Bank
1150 N Roosevelt
Seaside OR 97138
96-699/1232

Helping Hands Reentry Outreach Centers
PO Box 413
Seaside, OR 97138

7/30/2018

PAY TO THE ORDER OF Russell Construction \$ 7,311.02

Seven Thousand Three Hundred Eleven and 02/100 DOLLARS

Russell Construction
931 Avenue H
Seaside OR 97138

MEMO

[Signature]
Alicia C. Hoggan
AUTHORIZED SIGNATURE

008024 123206998 110016904

Photo Safe Deposit
Details on Back

CREDITED TO ACCOUNT OF NAMED PAYEE
PRIOR ENDORSEMENT GUARANTEED
0003 0350 002140 07/30/2018
Fibre Federal CU >323380766<

07302018 0010 002140 >323380766<

ENCLOSURE
277400002

CHECK HERE IF MOBILE DEPOSIT
FOR MORE INFORMATION VISIT: www.fibrecreditunion.com

By depositing this check, you agree to the following terms:
• You warrant that the check is genuine and not altered.
• You warrant that the check is not a duplicate.
• You warrant that the check is not a copy of a check.
• You warrant that the check is not a copy of a check.
• You warrant that the check is not a copy of a check.
• You warrant that the check is not a copy of a check.

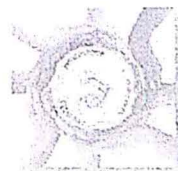


DATE August 12, 2018

CUSTOMER Helping Hands
1010 3rd Ave
Seaside

286 west marine Astoria

Please make checks payable to Russell Construction
THANK YOU FOR YOUR BUSINESS!



Helping Hands Reentry Outreach Centers
PO Box 413
Seaside, OR 97138

Clatsop Community Bank
1150 N Roosevelt
Seaside OR 97138
96-699/1232

8008

8/13/2018

PAY TO THE
ORDER OF Russell Construction

\$**1,831.37

One Thousand Eight Hundred Thirty-One and 37/100 ***** DOLLARS

Russell Construction
931 Avenue H
Seaside OR 97138

MEMO

[Signature]
AUTHORIZED SIGNATURE

⑈008008⑈ ⑆123206998⑆ 110016904⑈

Photo Safe Deposit

Details on Back

Helping Hands Reentry Outreach Centers

8008

Russell Construction					8/13/2018	
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
8/13/2018	Bill	Reimb.	1,831.37	1,831.37		1,831.37
					Check Amount	1,831.37

Builders FirstSource
5519 20th St E
Tacoma, WA 98424-2057

HELPING HANDS REENTRY OUTREACH CTRS
PO BOX 413
SEASIDE, OR 97138-0000

Master Stmt	
STMT DATE	DUE DATE
8/25/18	9/10/18
ACCOUNT #	NOTE
803-01426000	
PAYANCE DUE	AMOUNT ENCLOSED
9,657.07	

Questions or Comments?

Questions or Comments?

PLEASE DETACH AND REMIT PAYMENT TO: 803

Builders FirstSource
PO Box 94190
Seattle, WA 98124-6490

DETACH THIS PORTION AND RETURN WITH PAYMENT

Page 1 of 1


Credit Contact: 800-842-8256 ext 733504



Master Stunt

STMT DATE	ACCOUNT
8/25/18	803-01426000

Credit Contact: 800-842-8258 ext 733504


Master Stmt

DATE	TYPE	REFERENCE#	DEBIT	CREDIT	AMOUNT DUE
8/15/18	INV	803-01646758			9,338.03
8/16/18	INV	803-01646917			144.06
8/20/18	INV	803-01647317			174.98

PREV BALANCE	CURRENT CHARGES/CREDITS	CURRENT PAYMENTS	CURRENT ADJUSTMENTS	CURRENT SERVICE CHARGES
0.00	9,657.07	0.00	0.00	0.00

OVER 30 DAYS	30-60 DAYS	60-90 DAYS	CURRENT	AMOUNT DUE
0.00	0.00	0.00	9,657.07	9,657.07

TO VIEW BILLS ONLINE GO TO:	http://probulletinw.bllltrust.com	IS LOGIN ACCOUNT?	60391426000	USE THIS ENROLLMENT TOKEN:	DFK BKP RLZ
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Page 1 of 1


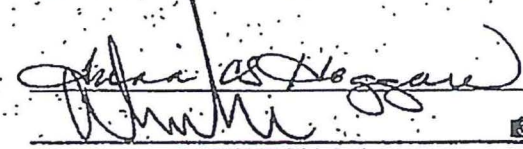
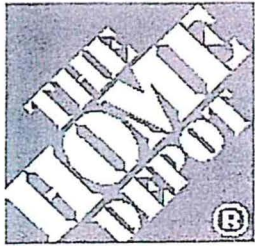
	Helping Hands Reentry Outreach Centers PO Box 413 Seaside, OR 97138	Clatsop Community Bank 1150 N Roosevelt Seaside OR 97138 95-599/1232	8119
	8/28/2018		
PAY TO THE ORDER OF Builders First Source		\$ **9,657.07	
Nine Thousand Six Hundred Fifty-Seven and 07/100 ***** DOLLARS			
Builders First Source PO Box 94190 Seattle WA 98124-6490		 AUTHORIZED SIGNATURE	
MEMO Acct: 803-01426000			
⑈008119⑈ ⑆123206998⑆ 110016901⑈			

Photo Safe Deposit Details on Back

123206998 008119 110016901 Helping Hands Reentry Outreach Cent	Security Features: exceed industry standards and include: • ImageMatch™: Matching account and check number on back (perforated 4713 9-5) • MobileMark™: Mobile Deposit check mark to indicate check has been deposited via mobile device • The Security Weave™ pattern on back designed to deter fraud • Microprint (MP) lines printed on front and back • The words "ORIGINAL DOCUMENT" across the back • Photo Safe Deposit - Item visible on front and back	Do not cash if: • Any of the features listed above are missing or appear altered • Redline ink on back looks pink or has disappeared • Brown stains or colored spots appear on both front and back, and in Chemical Wash Deletion Box	ENDORSE HERE CREDIT TO THE ACCT OF THE NAMED PAYEE-W/O PREJUDICE WILLIS TARGO BANK N.A. SUKRIA WA 98188 Acct. #4940378763 Box Num: 094190 ELECTRONICALLY DEPOSITED 20180830 Date: 20180830
CHECK HERE IF MOBILE DEPOSIT DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE IF RETURNED FOR FUNCTIONAL VENDOR CHECK			X



More saving.
More doing.SM

STORE MGR: BEN RAINES
1650 ENSIGN, WARRENTON, OR (503)861-9999

4023 00001 89290 09/02/18 12:23 PM
CASHIER CASSIDY

670750338908 CRIMP TL <A>	59.92
1/2"X3/4" DUAL PEX CRIMP TOOL	
670750193149 PEX TOOL <A>	19.97
PEX CRIMP RING REMOVAL TOOL	
034139950011 25OZ FRAMER <A>	21.84
ESTWING 25 OZ SURE STRIKE FRAME HMR	
076174338652 25' TAPE <A>	22.97
25 FT. FATMAX MAGNETIC TAPE MEASURE	
045564632465 7PC ASSY KIT <A>	8.48
1/4 NPT X 1/4 I/M AIR ACC. KIT, 7PC	
670750292736 PEX TOOL <A>	9.97
1/2"-1" PUSH PEX PIPE CUTTER	
045564632434 1/4 IN F/F <A>	2.98
1/4 FNPT X 1/4 FNPT FEMALE COUP, 2PC	
087817006753 3/8 X 50 P <A>	
3/8 X 50 PREMIUM RUBBER AIR HOSE	
2039.98	79.96
755652390183 TCPCORDLES <A>	499.00
GRACO TCPCO CORDLESS HANDHELD	
722571010614 SLIMFOLDPLAT <A,S>	
GORILLA LADDERS SLIM FOLD PLATFORM	
2034.97	69.94

SUBTOTAL	795.03
SALES TAX	0.00
TOTAL	\$795.03

XXXXXXXXXXXX2394 VISA

USD\$ 795.03

AUTH CODE 087003/3014499
AID A0000000930840

US DEBIT

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-9357 SUMMARY
THIS RECEIPT PO/JOB NAME: UNION TOWN

PRO XTRA SPEND THIS VISIT: \$795.03

2018 PRO XTRA SPEND 09/01: \$44,276.01

This purchase qualifies for FUEL
DISCOUNTS and 60 DAYS TO PAY on The Home
Depot Commercial Credit Card. Ask an
Associate to learn more or go to
homedepot.com/financeoptions.



4023 01 89290 09/02/2018 8755

RETURN POLICY DEFINITIONS		
POLICY ID	DAYS	POLICY EXPIRES ON
A	1	90 12/01/2018

LET WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: WTS 182892 178970
PASSWORD: 18452 178869

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

Uniontown