



AGENDA

ASTORIA CITY COUNCIL

Monday, April 1, 2019
7:00 p.m.
2nd Floor Council Chambers
1095 Duane Street • Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. PROCLAMATION

- a) Week of the Young Child April 8-12, 2019
- b) Sexual Assault Awareness Month
- c) Child Abuse Prevention & Awareness Month

4. PRESENTATIONS

- a) Clatsop Economic Development Resources Annual Report

5. REPORTS OF COUNCILORS

6. CHANGES TO AGENDA

7. CONSENT CALENDAR

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the City Council requests to have any item considered separately. Members of the community may have an item removed if they contact the City Manager by 5:00 p.m. the day of the meeting.

- a) City Council Work Session Minutes of February 20, 2019
- b) Boards and Commissions Meeting Minutes
 - a. Astoria Library Board - February 26, 2019
 - b. Draft Astoria Parks Board – February 27, 2019
- c) Liquor License Application from Michael Angiletta and Seth Howard, for a New Business as Blaylock's Whiskey Bar, Located at 433 13th Street, Astoria for a New Outlet for Full On-Premises Commercial Sales License

8. 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) Second Reading and Adoption: Unlawful Transfer Ordinance
- b) Contract Approval for the Aquatic Center Filter System
- c) Authorization to Solicit Bids – 2019 Timber Sale (Fat Buck Creek Combo)
- d) Consideration of Library Strategic Plan

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

THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING THE CITY MANAGER'S OFFICE, 503-325-5824.



CITY OF ASTORIA

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MEMORANDUM • CITY MANAGER

DATE: MARCH 12, 2019
TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: ASTORIA CITY COUNCIL MEETING OF MONDAY, MARCH 18, 2019

PROCLAMATION

Item 3(a): Week of the Young Child April 8-12, 2019
Item 3(b): Sexual Assault Awareness Month
Item 3(c): Child Abuse Prevention & Awareness Month

PRESENTATION

Item 4(a): Clatsop Economic Development Resources Annual Report

Clatsop Economic Development Resources Director, Kevin Leahy, will present the CEDR Annual Report.

CONSENT CALENDAR

Item 7(a): City Council Work Session Minutes for February 20, 2019

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

Item 7(b): Boards and Commissions Meeting Minutes

- a) Astoria Library Board - February 26, 2019
- b) Draft Astoria Parks Board – February 27, 2019

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 7(c): Liquor License Application from Michael Angiletta and Seth Howard, for a New Business as Blaylock's Whiskey Bar, Located at 433 13th Street, Astoria for a New Outlet for Full On-Premises Commercial Sales License

A liquor license application has been filed by Michael Angiletta and Seth Howard doing business as Blaylock's Whiskey Bar. This application is a New Outlet for Full On-Premises Commercial Sales License. The appropriate Departments have reviewed the application and it is recommended that the City Council consider approval of the application.

REGULAR AGENDA ITEMS

Item 7(a): Second Reading and Adoption: Unlawful Transfer Ordinance

The first reading of this ordinance was held at the March 18, 2019 City Council meeting. The City of Astoria is experiencing an increase in people making transfers of goods or monies between pedestrians and motor vehicles on the vehicular portion of the roadway, creating a traffic safety concern. Motor vehicle drivers who are focused on non-traffic distractions are not attentive to other drivers, pedestrians, changing traffic, signage and lights. Drivers who are looking for property inside their vehicle and are handing items to pedestrians are not attentive to traffic. Offering items from a vehicle to a pedestrian encourages the pedestrian to enter the roadway outside of a crosswalk or sidewalk putting the pedestrian at unreasonable risk. Inattentive drivers cause can traffic obstructions and traffic delays. A prohibition on the transfer of items from a motor vehicle to a pedestrian will address these concerns.

It is recommended that Council hold a second reading and consider adoption of the ordinance adding City Code 6.390 relating to unlawful transfer on vehicular portion of the right-of-way.

Item 7(b): Contract Approval for the Aquatic Center Filter System

The Astoria Aquatic Center was built in 1997-98 and the original fiberglass sand filter vessels are still currently in use. The filtration system recirculates pool water through a glassine sand mix that is designed to remove particulate matter in order to keep water chemistry at safe, usable levels for the public. The fiberglass filter vessel for the Recreation pool is significantly worn after years of use due to the abrasive nature of the media inside being agitated by constant water movement. Staff recently noted signs of extreme stress on the exterior of the vessel in the form of hairline cracks and extrusions of fiberglass material. These are indicators that its integrity is compromised and failure may be imminent. The filtration system is essential to daily operations of the recreation pool at the Aquatic Center and the age of the infrastructure make repairs infeasible and replacement the sole option. It is recommended that the existing Astral Filter be replaced with two, smaller Pentair Filters that can be isolated for more efficient operation.

In addition to the instability of the sand filter vessel, staff has observed consistently high levels of combined chlorines in the recreation pool water chemistry, approaching readings that the State Health Department deems unsafe for use. The most effective and long-term method of reducing and controlling combined chlorine is to install an Aquionics Ultraviolet (UV) sterilization system to neutralize harmful bacteria and other organisms that may otherwise pose a threat to the health of users of the pool.

Since the Recreation pool's filtration and recirculation systems are so complex, replacing the filter vessel will require the pool to be shut down while work is completed and it is most advantageous to concurrently install the UV system during that interruption of service.

Staff has solicited vendors for the replacement of the filter vessel and installation of a UV system and received a bid from The Pool and Spa House for \$83,997.92. Apollo Pool Services and Interlocked Filtration Systems were contacted to provide bids, but both firms declined.

\$82,000 of the project's cost will be paid using Capital Improvement Funds allocated to the Parks and Recreation Department for FY18-19 and the remainder of the expenses will be provided from Parks Operations Funds budgeted to Aquatics and Maintenance activities. . The contract has been reviewed and approved as to form by City Attorney Henningsgaard.

It is recommended that City Council approve the contract for replacement of the Recreation pool filter and installation of a UV system with The Pool and Spa House for the amount of \$83,997.92.

Item 7(c): Authorization to Solicit Bids – 2019 Timber Sale (Fat Buck Creek Combo)

This is a request for Council to authorize solicitation of bids for a shelterwood and thinning forest harvest project designed for long-term water quality and forest health.

The planned thinning area is a 10-acre area located at the end of Spur 1 Road, a dense growth of Douglas Fir and Hemlock. The Douglas Fir have been impacted by Swiss Needlecast, a fungus that attacks the needles of mature Douglas Fir. The thinning will also allow for light penetration to the forest floor improving the growth of shrubs and fern.

The shelterwood area is a 23-acre area also impacted by Swiss Needlecast. Approximately 30% of the pre-harvest trees will be retained and the harvested trees to be replanted. This will provide a long-term benefit of improved water filtration and resistance to disturbances. The shelterwood is to be under-planted following the harvest.

It is recommended that City Council authorize staff to solicit bids for the 2019 Timber Sale (Fat Buck Creek Combo).

Item 7(d): Consideration of Library Strategic Plan

The Astoria Oregon Public Library Foundation is currently engaged in fundraising for the eventual library renovation. The Foundation via their consultant, Ruth Metz, requested an updated Astoria Public Library strategic plan to assist in their fundraising efforts. The previous plan expired in 2011 and is no longer applicable for use. The plan drew heavily upon the 2013 Needs Analysis which includes well documented participation from the community. The draft Strategic Plan was reviewed and approved by the Library Advisory Board during their February 26, 2019 meeting. It is recommended that City Council accept the Strategic Plan as presented.



CITY OF ASTORIA
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PROCLAMATION

WHEREAS, Lil' Sprouts Academy, along with Astoria Parks and Recreation and the City of Astoria, in conjunction with the National Association of the Education of Young Children (NAEYC), are celebrating the Week of the Young Child, April 8-12, 2019; and

WHEREAS, these organizations are working to promote and inspire high quality early childhood experiences for our state's youngest citizens, that can provide a foundation of learning and success for children in Astoria, Oregon; and

WHEREAS, teachers and others who work with or on behalf of young children birth through age six, who make a difference in the lives of young children in Astoria deserve thanks and recognition; and

WHEREAS, public policies that support early learning for all young children are crucial to young children's futures and to the prosperity of our society;

NOW THEREFORE, I, Bruce Jones, Mayor of Astoria, do hereby proclaim April 8-12, 2019 as:

THE WEEK OF THE YOUNG CHILD

in Astoria, OR and encourage all citizens to work to support and invest in early childhood education and programs.

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 1st day of April, 2019.



City of Astoria Mayor, Bruce Jones

P R O C L A M A T I O N

WHEREAS, Sexual violence is an overarching term for an array of behaviors, both physical and non-physical, that constitute unwanted or age-inappropriate sexual activity; and

WHEREAS, Sexual assault effects Oregonians every day, whether as a victim or survivor, family member, friend, partner, neighbor, or co-worker; and

WHEREAS, Oregonians of all gender identities may experience sexual violence, including an estimated 1 in 4 adult women who has been the victim of rape, and nearly 1 in 5 men who has experienced sexual violence; and

WHEREAS, Compassionate, courageous, and dedicated individuals and organizations have supported victims and survivors, and worked to prevent sexual violence for decades; and

WHEREAS, Sexual violence is preventable and we all have a role to play encouraging healthy, non-violent interactions, relationships and social norms;

NOW THEREFORE, I, Bruce Jones, Mayor of Astoria, do hereby proclaim April 2019 to be:

Sexual Assault Awareness Month

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 1st day of April, 2019.

City of Astoria Mayor, Bruce Jones

P R O C L A M A T I O N

WHEREAS, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from the dangers and harmful effects of child abuse and neglect; and

WHEREAS, child abuse and neglect impacts our entire society and can cause traumatic psychological, emotional and physical harm, resulting in long-term economic and societal costs; and

WHEREAS, child-focused prevention and intervention programs offer positive alternatives and outcomes for children and encourage families to develop strong, durable ties to their communities; and

WHEREAS, child abuse prevention succeeds through partnerships among parents, child-welfare agencies, mental and physical health care providers, schools, law enforcement agencies, faith-based organizations, businesses and community members by fostering loving, supportive and violence-free homes; and

WHEREAS, all citizens need to be more aware of the effects of child abuse, neglect, and prevention in order to encourage healthy parenting in healthy communities;

NOW THEREFORE, I, Bruce Jones, Mayor of Astoria, do hereby proclaim the month of April, 2019, as:

CHILD ABUSE PREVENTION MONTH

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 1st day of April, 2019.

City of Astoria Mayor, Bruce Jones

CEDR/CCC SBDC

ASTORIA CITY COUNCIL ANNUAL UPDATE APRIL 1, 2019



MISSION

Deliver business-driven economic development services to create, grow and retain Clatsop County Businesses.

VISION

Thriving communities and quality jobs for Clatsop County residents.

GOALS

- Strengthen traded sector & large employer business growth.
- Support small and mid-tier business growth & entrepreneurial development.
- Workforce development
- Organizational growth
- Attract business relocation



The OSBDCN helps small businesses in Oregon succeed by providing high-quality advice and counsel. Our core service is one-on-one advising, augmented by online and classroom training—including business assistance resources. Our clients are Oregon-based small business owners and entrepreneurs. Our knowledgeable and experienced advisors comprise the essence of our Network's service delivery.

The Oregon SBDC Network is Oregon's preeminent provider of effective and innovative business advising and training services.



Advising is always FREE and CONFIDENTIAL

Helping Build Oregon's Best Businesses

Clatsop CC SBDC 2018 YTD Results

Clatsop Community College Small Business Development Center performance recap:

Long Term Clients: 81 (5 or more hours of advising)

Counseling Clients: 197

Counseling Hours: 1220

Training Events: 41

Training Attendance: 437

Total Jobs Created & Retained: 31

Capital Infusion: \$2,257,400.

Business Starts: 11

51% Women Owned: 63

Hispanic: 33

The OSBDCN's website can be found at bizcenter.org.

There, you will find Center highlights, SBDC client testimonials, and information on the FREE and CONFIDENTIAL services provided by our CCC SBDC staff and the other SBDC Centers throughout the State.

Small Business Management Program

The Small Business Management Program is a national program with a locally-customized curriculum. Designed for business owners, the class meets every other Wednesday from 3:30 to 5:00 p.m. and includes two private one-hour advising sessions with a professional business coach each month.

The cohort learns from subject matter experts in management, finance, sales and marketing, customer service, human resources, law, insurance and technology.

The 2018/19 cohort is the largest SBM group in over five years, and includes businesses from all corners of Clatsop County.



Jessica Newhall, CCC's SBDC Lead Advisor is the 2018/19 Program Manager for Clatsop Community College's SBDC Small Business Management Program.

CEDR 2018/19 APPROVED BUDGET

7-1-18 through 6-30-19

Revenue		Baseline	Pct	Actual	Pct
County Sponsorship		\$70,000	23%		0%
City/Port/SETD		\$34,500	11%		0%
CCC Support – Required “Cash Match”		\$40,000	13%		0%
Private Sector Sponsorship		\$23,000	8%		0%
Federal/SBDC Grants		\$104,150	34%		0%
Carryover into FY		\$35,000	11%		0%
Total Revenue		\$306,650	100%	\$0	0%
Expenses					
Wages & Fringe		\$226,646	74%		0%
Rent (South County)		\$9,000	3%		0%
Contracted Consultants/SBDC Coun.		\$34,000	11%		0%
G&A/Advertising/Travel/Supplies/Misc.		\$27,222	9%		0%
Unallocated (Carry into next FY)		\$9,782	3%		0%
Total Expense		\$306,650	100%	\$0	0%

Projected Revenue: Clatsop County \$70,000. Cities of Astoria \$10,000, Seaside \$10,000
 Warrenton \$7,000. Cannon Beach \$3,000. Gearhart \$3,000, Port of Astoria \$1,000. Sunset Empire Transportation District \$500
 Clatsop Community College \$40,000 Cash "Match"
 Private Sector Sponsorship \$23,000
 Federal/SBDC funding: SBA \$32,150. OBDD/Business Oregon \$72,000. Total= \$104,150
 Checking Balance Carryover into new year- \$35,000

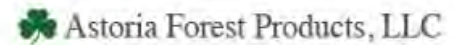
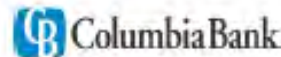
CEDR Highlights 2018 YTD

The 2018, CEDR county-wide business awards event was held at Clatsop CC's Patriot Hall on March 21, 2018.

Over 180 business and community leaders were in attendance to witness nine separate awards be given out to businesses from across Clatsop County.



SAVE the DATE: April 11, 2019
CEDR's 2019 Annual Awards Event!
Seaside Civic & Convention Center



COLUMBIA MEMORIAL HOSPITAL
PROVIDENCE SEASIDE HOSPITAL

SENATOR BETSY JOHNSON
BORNSTEIN SEAFOOD, INC

Clatsop County Job & Career Fair - 2019

CEDR AND THE LOCAL OREGON EMPLOYMENT DEPARTMENT SPEARHEADED THE FIFTH ANNUAL CLATSOP COUNTY JOB & CAREER FAIR WITH CLATSOP COMMUNITY COLLEGE HOSTING THE EVENT!

Eighty employers met with over 700 high school students, and then the event was opened up to CCC students and the public.

School Districts and local employers were very generous to provide financial donations and prizes.



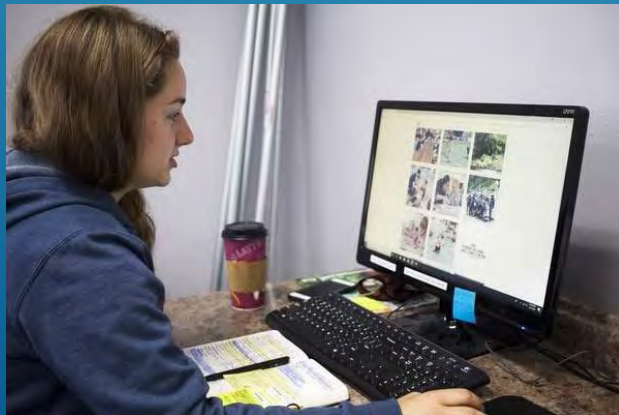


The Clatsop WORKS program continues to have amazing results, due to tremendous community support and student involvement.

Applications have been sent to employers and hiring of interns is scheduled to be complete by mid-April.

Internships will start on or about
June 24th, 2019!

We are proud of what was accomplished this year --
Clatsop WORKS 2019 is on its way!



Clatsop Forestry Economic Development Committee

hosted the 28th annual Clatsop County Forestry Tour
featuring “Working Forests-more than just trees”

THIS SECTOR CONTINUES TO BE 30% OF OUR ECONOMIC BASE. HAVING \$30.2M DISTRIBUTED FROM OREGON DEPARTMENT OF FORESTRY TO CLATSOP COUNTY FROM TIMBER HARVESTS LAST YEAR, WHICH DIRECTLY FUNDS SCHOOLS, LAW ENFORCEMENT, ROADS, CLATSOP COMMUNITY COLLEGE, AND MORE.





Other CEDR highlights:

Grows partnerships with each city, the County, Col-Pac, Business Oregon, and the Regional Solutions team. Active participant in regional Economic efforts. Participates in SBDC statewide Director Meetings with all nineteen SBDC centers in the state of Oregon.

Kevin serves on the Travel Oregon "North Coast Tourism Studio" steering committee, focusing on sustainable tourism efforts, representing the Clatsop County business community.

Kevin serves as the Enterprise Zone Manager for Clatsop County.

Kevin serves on the Clatsop County Housing Technical Advisory Committee.

Kevin serves on the Astoria-Warrenton Chamber of Commerce Board as an advisory member and on the ADHDA Business Development Committee.

Kevin is the statewide chairperson of the OSU Extension ECAN committee. (Extension Citizens Advisory Network) for 2018-19.

CEDR MEMBERS - 2018

Underwriter (\$5,000)

Pacific Power

Sustaining (\$1,000)

Astoria & Warrenton Area

Chamber of Commerce

Bank of the Pacific

Clatsop Community Bank

Columbia Bank

Columbia Memorial Hospital

Craft 3

Georgia-Pacific Wauna Mill

Hampton Lumber Mills, Inc.

NW Natural Gas Company

Providence Seaside Hospital

Seaside Chamber of Commerce

Versa Corp

Sponsor (\$500)

Fort George Brewery &

Public House

Hyak Tongue Point, LLC

Martin North

Advocate (\$250)

High Life Adventures

Lewis & Clark Timberlands (mng'd

by Greenwood Resources, Inc.)

Business (\$100)

Arbor Care Tree Specialists

Astoria Brewing

Baker, Monaghan & Assoc.

Bayview Asphalt, Inc.

Bowpicker Fish & Chips

Bridgewater Bistro

Bussert, Law, & Associates, LLP

Campbell & Popkin, LLC

Cannon Beach Chamber

of Commerce

Cannon Beach Vacation

Rentals

Coherence Consulting, LLC

Commercial Adjustment Co.

Dan Bartlett

Darlene Warren Insurance

Dr. Roof

Duane Johnson Real Estate

Englund Marine &

Industrial Supply

Fishhawk Fisheries

Gimre's Shoes Astoria, Inc.

Gustafson Logging

Helligso Construction

Inn at Seaside

Knutsen Insurance

LEKTRO

Lucy's Books

Lum's Auto Center

N. Landwehr Financial Planner

Ohana Media Group

P & L Johnson Mechanical

Pat O'Grady

Personal Computer Training

Pig N Pancake, Inc.

Pro-Nurse Press

Rickenbach Construction, Inc.

Rhone's Brownsmead Island Farm

Seaside Temps

Senator Betsy Johnson

Sundial

The Daily Astorian

The Sharpening Doc

The Wine Shack & Provisions 124

Warrenton Kia

Whole Brain Creative

WWC Business Solutions

Supporter (\$50+)

Da Yang Seafood

Linda Dugan Insurance

Maggie & Henry

Public Sector Partners

Business Oregon & SBA

Cities of Astoria, Cannon Beach,

Gearhart, Seaside, and Warrenton

Clatsop Community College

Clatsop County

Port of Astoria

Sunset Empire Transportation District



The CEDR Private Sector Membership Initiative continues to grow, currently having over seventy private sector partners.

We appreciate the public sector and the business community's financial support, which directly funds the FREE and CONFIDENTIAL advising provided to our clients.

The financial support, in addition to the core funding from SBA, Business Oregon & Clatsop Community College, allows us to serve the business community in Clatsop County, from start-ups to large companies.

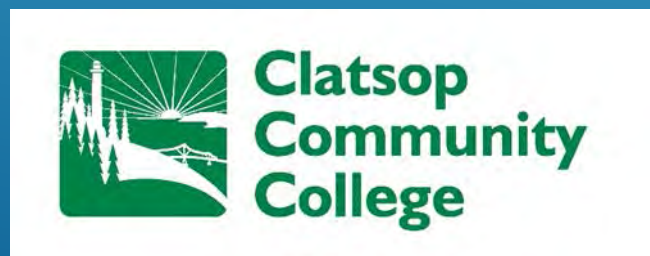




clatsoped.com



bizcenter.org



clatsopcc.edu

A work session of the Astoria Common Council was held at the above place at the hour of 1:00 pm.

Councilors Present: Brownson, Herman, Rocka, West, and Mayor Jones.

Councilors Excused: None

Staff Present: City Manager Estes, Parks and Recreation Director Williams, Finance Director Brooks, Interim Fire Chief Curtis, Police Chief Spalding, Public Works Director Harrington, Library Director Pearson. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

CITY COUNCIL GOAL SETTING PREPARATION: REVIEW OF DEPARTMENT PRIORITIES FOR NEXT FISCAL YEAR

City Manager Estes explained the purpose of this work session was to inform City Council about each department's projects and goals for the upcoming fiscal year, July 1, 2019 through June 30, 2020. A more detailed discussion would occur at a future meeting.

Public Works Department

Director Harrington provided the following handouts, which he reviewed: an organizational chart, an introduction of the department, a list of facilities and infrastructure, a project list, and a list of grants the department had received since 2006. He spoke in detail about the work done by contractors and specialists; factors that impacted the way Staff prioritized, funded, and completed projects; projects that were prioritized for the next fiscal year; grant funding, system development charges (SDCs); and master plan updates. During his presentation, he answered questions from Councilors about staffing levels, water rights owned by the City, the Combined Sewer Overflow (CSO) project, paving projects, impacts of development on infrastructure, and grants.

Department goals were as follows:

- Focus on priority projects for water, sewer, and streets
- Implement department efficiencies
- Help the Community Development Department develop solutions for the Development Review process
- Continue coordinating with Oregon Department of Transportation (ODOT) on City Council's previous goal to improve and maintain chair walls
- Get caught up on backlogged design projects
- Prepare master plan documents

Mayor Jones noted several constituents had asked him about SDCs and construction excise taxes (CETs). He confirmed with Staff that SCDs had never been implemented in Astoria because the city has never had much development. If City Council wanted to implement SDCs, it would need to fit in with the prioritized work the department was already doing.

Staff explained the impact of the fish processing industry on the City's infrastructure, particularly the water and sewer systems. They also noted that infill and development did not have significant impacts on infrastructure. They provided a brief overview of best management practices used to keep infrastructure well maintained and reduce repairs.

Police Department

Chief Spalding provided an overview of the last year's priorities and the department's primary goals for the next fiscal year. He shared details on staffing; statistics on crime, service calls, traffic calls, and other services; accountability and training processes; internal and external partnerships; personnel recruitment, retention and development; and department goals for the next fiscal year. Data shows that Astoria is a safe city with credible systems in place.

Department goals were as follows:

- Explore a public safety facility outside of the tsunami inundation zone (2017/2018 City Council Goal)
- Increase disaster resilience among the community, City Staff, and facilities (2017/2018 & 2018/2019 City Council Goal)
- Supporting the work and recommendations of the Homelessness Task Force (2018/2019 City Council Goal)
- Increase school safety
- Lower priority goals were listed in the department's annual report.

He answered Councilor's questions about recruiting and retaining staff, a potential school resource officer, and a facility outside of the tsunami inundation zone.

Mayor Jones requested an organizational chart of all City departments. Councilor Herman requested digital copies of all handouts received at this work session.

Mayor Jones called for a recess at 2:19 pm. The work session reconvened at 2:29 pm.

Fire Department

Interim Chief Curtis handed out copies of the department's mission statement and core values. He reviewed operating, staffing and scheduling procedures; contracts with emergency service providers; the volunteer program, call volumes; emergency response statistics; long-term plans; grant funding; and goals, programs, and projects planned for the next fiscal year.

Department goals were as follows:

- Maintain a response time of seven minutes or less from the main fire station
- Provide fire suppression, emergency medical services (EMS), and hazardous materials services for the entire community
- Provide training and certifications on confined space rescue to Fire, Police, and Public Works
- Ensure volunteers and personnel are trained sufficiently for all types and levels of service
- Ensure people, equipment, facilities, and apparatus are tested annually for readiness in accordance with readiness standards
- Replace vehicles and equipment that have reached the end of its service life

He answered questions from Councilors about staffing, fees charged to patients, false alarms, the public safety building, fire fighter certifications, the fire boat, and the Fire Marshall's responsibilities.

Finance Department

Director Brooks provided a handout that included a summary of the department's roles, activities, and goals for the next fiscal year. She reviewed the prior year goals and succession planning; staffing; fiscal responsibility; Staff capacity; recent changes in human resource functions; the public retirement system; projects planned for the next fiscal year; and the financial health of the City.

Department goals were as follows:

- Continue to look for ways to be efficient and effective with taxpayer dollars
- Update and enhance human resources policies, procedures, and forms
- Continue to work with Public Works on emergency planning

Staff answered questions from Council about staffing; annual performance evaluations; services provided to other City departments; services provided by contractors; new laws that impact human resources; personnel costs; General Fund revenue and expenses; downtown parking; property taxes; and publishing financial data online.

Library Department

Director Pearson presented information on library staffing; volunteers; programming; services; events; the Library Foundation and work on the renovation project; data about library usage and circulation; partnerships with other libraries; grant funding; and projects and goals for the next fiscal year. He shared photographs of

historic items recently found in the basement and described efforts to restore the items and return them to the library's collections.

Department goals were as follows:

- Continue to work towards renovating the library
- Training Staff and volunteers
- Expand and improve programs and services through community partnerships

Parks and Recreation Department

Director Williams read the department's mission statement and listed the positive impacts of parks and recreation services and programs. Staff reviewed efforts to implement the Parks Master Plan and accomplish current City Council goals that pertained to the Parks Department. Director Williams reviewed challenges the department would be facing in the upcoming year, as well as the department's programs, services, and goals for the next fiscal year.

Department goals were as follows:

- Introduce a cost recovery program pricing model
- Identify recommendations for aging facilities
- Introduce and implement a parks facility and cemetery maintenance plan
- Explore funding opportunities
- Improve and expand Staff's use of RecTrack software
- Expand best business practices for each of the department's policies

He answered questions from Councilors about the Shively Park study; hiring and paying seasonal employees; child care facility operations and policies. City Manager Estes provided details on the request by the union for the City to provide Aquatic Center services as a benefit to City employees. Staff was also working on a plan to provide City employees with a discount at Li'l Sprouts.

Community Development Department

City Manager Estes reviewed staffing, services; funding; ongoing and planned projects; the department's capacity; grant funding; and goals for the next fiscal year.

Department goals were as follows:

- Develop new Staff members
- Develop new processes to implement Code amendments
- Improve the development review process

He answered questions about the contractors providing services to the department, the vacant director position, and Staff's capacity.

City Manager's Office

City Manager Estes briefly updated the Council on current and future projects, upcoming union negotiations, and Staff's capacity.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:02 pm.

ATTEST:

APPROVED:

Finance Director

City Manager

Astoria Library Board Meeting

Astoria Public Library

February 26, 2019

5:30 pm.

Present: Library Board members Kate Deeks, David Oser, Kimberly Chaput, and Chris Womack.
Staff Library Director Jimmy Pearson. Consultant Ruth Metz

Excused: Susan Stein

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 January 22, 2019 were accepted as presented.

Board Reports: There were none.

Library Director's Report:

Director Pearson's report was as follows:

- The selection committee for One Book One Astoria met and selected the title Lewis & Clark Through Indian Eyes. The library has applied for a \$5,000 grant from US Bank to purchase multiple copies.
- Planning is well on the way for our second annual 10th ST Stage concert series.

Update on ALFA Activities:

ALFA has scheduled their annual meeting for April 10, 2019 at 5:00 pm in the Flag Room. All are encouraged to attend.

Update on Foundation:

There was none.

New Business: There was none.

Old Business: Strategic Plan. Ruth Metz led the discussion regarding the updated plan. The purpose of the plan is to provide the Library Foundation with a necessary tool as they reach out to larger granting organizations. The previous plan technically expired in 2011. Discussion from the Board was mainly centered on the number of goals with eventual reduction to a total of three presented in the final document. The Board approved the document and it will be placed before City Council for their approval in April 2019.

Public Comments: There were none.

Items for Next Meeting's Agenda: Policy Update Patron Conduct.

Adjournment: There being no further business, the meeting was adjourned at 6:37 pm.

Respectfully submitted,

Jimmy Pearson, Library Director.

Parks Advisory Board Meeting Minutes February 27, 2019

Chairperson Norma Hernandez called meeting to Order at 6:45 am.

Present- Norma Hernandez, Andrew Fick, Jim Holen, Eric Halverson, and Josh Saranpaa.

Absent- Natalie Osburn, Carla Oya, Michele Tompkins, Jessica Schleif, and Howard Rub

Staff- Tim Williams, Jonah Dart-McLean, Terra Patterson, Dena Allen.

Public comments

1. There were no comments.

Approval of Minutes

- A. January minutes were unanimously approved with the following corrections:
 - What do you hear – “Eric *Halverson* said it was nice to work with Mr. Dart-McLean when things came up.”
 - Old Business – “Josh Saranpaa said, he appreciated what the foundation was doing for Coast Guard families.”

President Hernandez

- A. What do you hear- Jim Holen said he had recently been to several different parks and facilities, which he enjoyed and appreciated. Andrew Fick heard ongoing concerns about the disruption on the Riverwalk and safety issues related to people living on the Riverwalk. Jonah Dart-McLean said people were welcome to call and the City would address the camping issues. Jim Holen added that homeless people were showering at the Aquatic Center. He attended a meeting at the Column on identifying a location where those who wanted housing could come forward to ask for help and take steps to change their situation.

Employee and Volunteer Recognition

- A. Director Williams and Terra Patterson recognized Dena Allen as the February employee of the month.
- B. Director Williams recognized Eric Tse as February Park Partner of the month.

Old Business

- A. Jim Holen gave an update on the Parks Foundation’s most recent meeting. Run on the River needed volunteers and would have a new route this year. He listed the businesses sponsoring the event. The Foundation discussed fundraising so that fourth grade students could use the pool. Parks After Dark needed to be promoted more to tourists. Movies would be chosen at next month’s meeting. The Foundation was considering Amazon Smile as a fundraiser, but would need the Parks Department’s help getting the word out to enough people. Board members shared their opinions of Amazon Smile, collecting donations at the Astoria Co-op, and Beans for Bags fundraisers.
- B. Director Williams updated the Board on Staff’s efforts to implement the Parks and Recreation Master Plan. Staff was coordinating with the Master Gardner’s Program to provide landscaping in exchange for the use of Alderbrook Hall.

- C. Jonah Dart-McLean provided an update on the Scandinavian Heritage Association Monument (ASHA). Fundraising is ongoing and the construction timeline has not yet been determined. About \$250,000 has been raised and the project cost is estimated at about \$1 million. Staff was working with Oregon Department of Transportation (ODOT) to secure permits for the portion of the project that would impact ODOT's right of way on Marine Drive.
- D. Director Williams provided details about the Maritime Memorial expansion project. Mike Morgan would present the project to City Council on March 4th and request that Astoria Granite be allowed to do the work, which is scheduled to be complete before the Memorial Day event. He noted that the City did not have a policy for memorial donations, but Staff would begin working on one in the next few months. Staff receives many requests for things like memorial benches in locations that are not ADA accessible or in areas that do not need benches. A policy would help the City, the person donating, and parks users.
- E. Director Williams gave an update on the Friends of the Column. They are testing a new digital LED lighting system and developing a policy for lighting the Column for special events. The policy would be reviewed by City Council soon. Staff had not received any feedback on the new lighting policy, but he believed comments would start coming in after the policy was implemented. President Hernandez stated she had mixed emotions about the lighting policy. The lights were an emotional reminder of the work that needed to be done in the community, but she understood the need for a policy.
- F. Jonah Dart-McLean reviewed current maintenance staffing levels and efforts to recruit temporary seasonal employees. Terra Patterson provided an update on the lifeguard training classes and Aquatic Center staffing levels. Director Williams shared details about job shadowing to cross train employees and improve customer service.

New Business

- A. There was none.

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

President Hernandez said she liked the addition of the prior year's reports for comparison to the current year.

Future Meetings

- March 27, 2019 at 6:45 am in City Hall, Council Chambers
- April 24, 2019 at 6:45 am in City Hall, Council Chambers

Non-Agenda/Miscellaneous Business

- A. Director Williams announced a Dream Big meeting had been scheduled for March 21st. He would give the Board an update on that meeting next month.
- B. Director Williams said the department would be submitting its budget for next year soon. Funding would be requested for field trips during day camps.

- C. The Board briefly discussed meeting cancellations due to weather. Director Williams said he and President Hernandez would make a decision and contact board members via email and phone.
- D. Terra Patterson explained the purpose of the Goggle Girl mascot at swim lessons.


Next meeting will be held Wednesday, March 27, 2019 at 6:45am at City Hall in City Council Chambers.



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • FINANCE DEPARTMENT

DATE: March 22, 2019
TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: LIQUOR LICENSE APPLICATION FROM MICHAEL ANGILETTA AND SETH HOWARD DOING BUSINESS AS BLAYLOCK'S WHISKEY BAR LOCATED AT 433 13TH STREET, AS A NEW OUTLET FOR A FULL ON-PREMISES COMMERCIAL SALES LICENSE (FINANCE)

DISCUSSION/ANALYSIS

A liquor license application has been filed by Michael Angiletta and Seth Howard doing business as Blaylock's Whiskey Bar. This application is a New Outlet for a Full On-Premises Sales License.

The Full On-Premises Sales license allows the following:

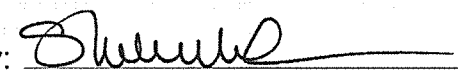
- May sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises (this is the license most "full-service" restaurants obtain).
- May sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises (the container may not hold more than 2 gallons).
- Eligible to apply to get pre-approved to cater some events off of the licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity).
- Eligible to apply for a "special event" license

The site is located at 433 13th Street, Astoria. The application will be considered at the April 1, 2019 meeting. A copy of the application is attached.

The appropriate Departments have reviewed the application. The Astoria Police Department has prepared the attached memorandum for Council's review. No objections to approval were noted.

RECOMMENDATION

It is recommended that City Council consider this application.

By: 

Susan Brooks, Director of Finance
and Administrative Services



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received: _____
<input type="checkbox"/> Brewery 2 nd Location	Name of City or County: _____
<input type="checkbox"/> Brewery 3 rd Location	
<input type="checkbox"/> Brewery-Public House 1 st location	Recommends this license be:
<input type="checkbox"/> Brewery-Public House 2 nd location	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Brewery-Public House 3 rd location	By: _____
<input type="checkbox"/> Distillery	Date: _____
<input checked="" type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege 1 st location	
<input type="checkbox"/> Grower Sales Privilege 2 nd location	
<input type="checkbox"/> Grower Sales Privilege 3 rd location	
<input type="checkbox"/> Limited On-Premises	OLCC USE ONLY
<input type="checkbox"/> Off-Premises	Date application received: _____
<input type="checkbox"/> Off-Premises with Fuel Pumps	By: _____
<input type="checkbox"/> Warehouse	Date application accepted as initially complete: _____
<input type="checkbox"/> Wholesale Malt Beverage & Wine	By: _____
<input type="checkbox"/> Winery 1 st Location	License Action(s): _____
<input type="checkbox"/> Winery 2 nd Location	
<input type="checkbox"/> Winery 3 rd Location	

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

Michael Angilletta
(Applicant #1)
Black's Whiskey Bar LLC

Seth Howard
(Applicant #2)

(Applicant #3)

(Applicant #4)

OLCC USE ONLY	OLCC FINANCIAL SERVICES USE ONLY



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

3. Applicant #1 Blaylock's Whiskey Bar LLC		Applicant #2	
Applicant #3		Applicant #4	
4. Trade Name of the Business (Name Customers Will See) Blaylock's Whiskey Bar			
5. Business Address (Number and Street Address of the Location that will have the liquor license) 433 13th St			
City Astoria OR	County Clatsop	Zip Code 97103	
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) 433 13th St			
City Astoria	State OR	Zip Code 97103	
9. Phone Number of the Business Location 503-908-4708		Email Contact for this Application mangiletta@gmail.com	
Contact Person for this Application Michael Angiletta		Phone Number 503-908-4708	
Mailing Address 1320 Madison Ave	City Astoria	State OR	Zip Code 97103

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is **prohibited** on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

Applicant Signature(s)

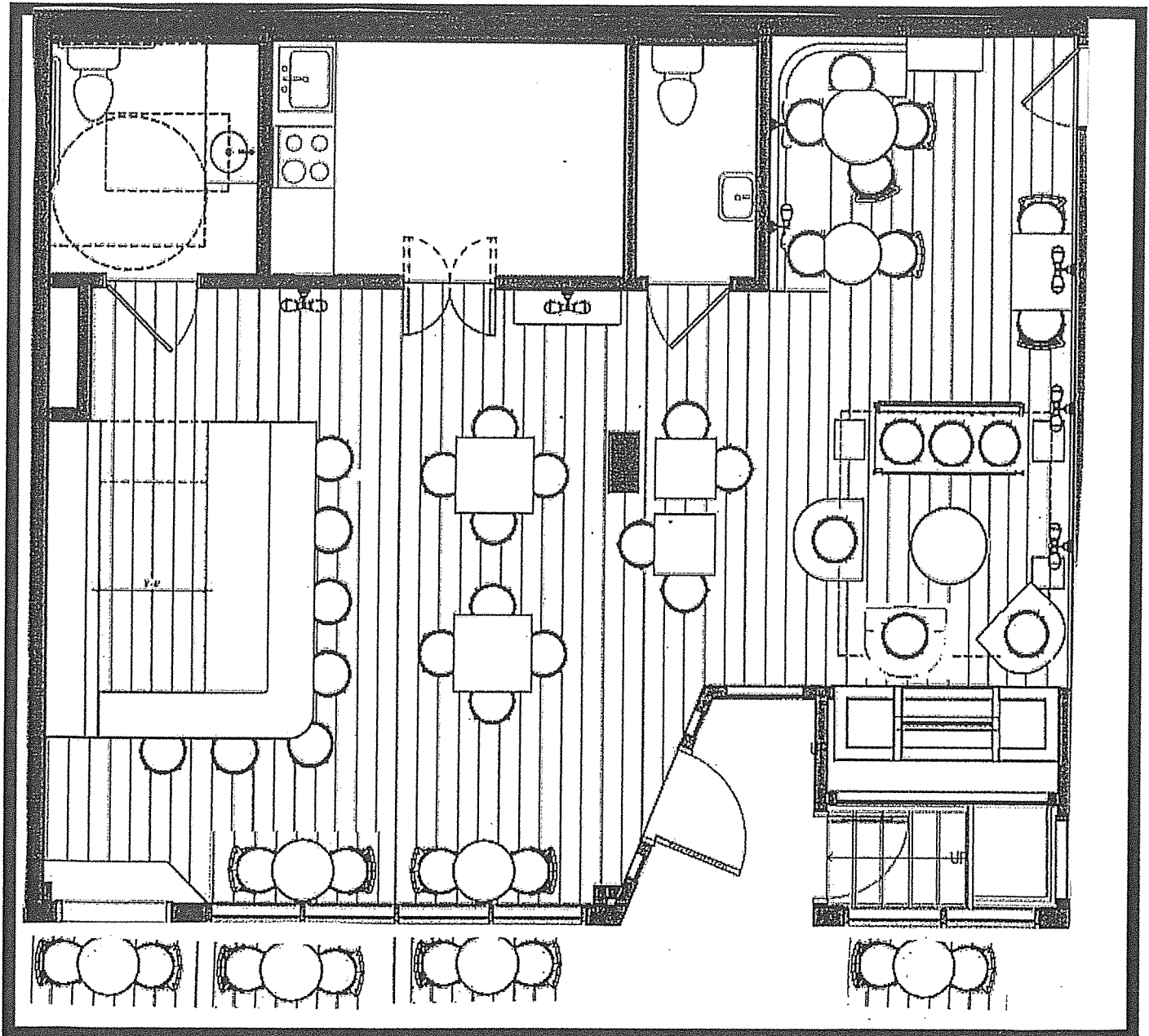
- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a person other than an applicant signs the application, please provide proof of signature authority.


(Applicant #1)
(Applicant #2)
(Applicant #3)
(Applicant #4)



OREGON LIQUOR CONTROL COMMISSION FLOOR PLAN

- Your floor plan must be submitted on this form.
- Use a separate Floor Plan Form for each level or floor of the building.
- The floor plan(s) must show the specific areas of your premises (e.g. dining area, bar, lounge, dance floor, video lottery room, kitchen, restrooms, outside patio and sidewalk cafe areas.)
- Include all tables and chairs (see example on back of this form). Include dimensions for each table if you are applying for a Full On-Premises Sales license.



Blaylock's Whiskey Bar LLC
Applicant Name

Blaylock's Whiskey Bar
Trade Name (dba):

Astoria 97103
City and ZIP Code

.....OLCC USE ONLY.....
MINOR POSTING ASSIGNMENT(S)

Date: _____ Initials: _____

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 09/12)



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Michael Angiletta Phone: 503-908-4708
Trade Name (dba): Blaylock's Whiskey Bar
Business Location Address: 433 13th St
City: Astoria, OR ZIP Code: 97103

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	<u>430</u>	to	<u>10</u>
Monday	<u>—</u>	to	<u>—</u>
Tuesday	<u>430</u>	to	<u>10</u>
Wednesday	<u>430</u>	to	<u>10</u>
Thursday	<u>430</u>	to	<u>10</u>
Friday	<u>430</u>	to	<u>11</u>
Saturday	<u>430</u>	to	<u>11</u>

Outdoor Area Hours:

Sunday	<u>430</u>	to	<u>10</u>
Monday	<u>—</u>	to	<u>—</u>
Tuesday	<u>430</u>	to	<u>10</u>
Wednesday	<u>430</u>	to	<u>10</u>
Thursday	<u>430</u>	to	<u>10</u>
Friday	<u>430</u>	to	<u>11</u>
Saturday	<u>430</u>	to	<u>11</u>

The outdoor area is used for:

☒ Food service Hours: 430 to 11
☒ Alcohol service Hours: 430 to 11
☐ Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: ☒ Yes ☐ No If yes, explain: winter months will not have outside seating

ENTERTAINMENT

Check all that apply:

- | | |
|--------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Live Music | <input type="checkbox"/> Karaoke |
| <input type="checkbox"/> Recorded Music | <input type="checkbox"/> Coin-operated Games |
| <input type="checkbox"/> DJ Music | <input type="checkbox"/> Video Lottery Machines |
| <input type="checkbox"/> Dancing | <input type="checkbox"/> Social Gaming |
| <input type="checkbox"/> Nude Entertainers | <input type="checkbox"/> Pool Tables |
| | <input type="checkbox"/> Other: _____ |

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday	_____	to	_____
Monday	_____	to	_____
Tuesday	_____	to	_____
Wednesday	_____	to	_____
Thursday	_____	to	_____
Friday	_____	to	_____
Saturday	_____	to	_____

SEATING COUNT

Restaurant: ~~20~~ 30 Outdoor: ~~8~~ 8
Lounge: _____ Other (explain): 7 bar seating
Banquet: _____ Total Seating: ~~28~~ 37

OLCC USE ONLY

Investigator Verified Seating: _____(Y) _____(N)

Investigator Initials: _____

Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date: 2/6/19

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)

March 12, 2019

INVESTIGATION REPORT FOR LIQUOR LICENSE APPLICATION

Type of License: New Outlet – Full On-Premises Commercial License

Amount and Receipt # \$150.00 – Receipt #254748

Applicant: Michael Angiletta and Seth Howard




Trade Name: Blaylock's Whiskey Bar

Address: 433 13th Street, Astoria

Contact #: Michael Angiletta (503) 908-4708 (cell)

Representatives of the departments listed below have reviewed this application with respect to the requirements of their departments.

Reviewed: (Initial below)

Public Works	Approved By:  3/14/19	Denied By:	Conditional Approval By: Comments:
Community Development	Approved By:  3-14-19	Denied By:	Conditional Approval By: applicant needs to submit table + chair Comments: application
Building Inspector	Approved By: 	Denied By:	Conditional Approval By: Comments:

Return to Finance by 5:00 pm:

Wednesday, March 20, 2019



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • POLICE DEPARTMENT

DATE: March 20, 2019
TO: MAYOR AND CITY COUNCIL
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: License Recommendation New Outlet Full on Premises Commercial Liquor License

DISCUSSION/ANALYSIS

On March 12th, 2019, Blaylock's Whiskey Bar LLC., operating under trade name, Blaylock's Whiskey Bar, 433 13th St., Astoria applied as a new applicant for a Full on Premises Commercial Liquor License.

The license privileges and requirements include:

- May sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises
- May sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises
- Eligible to apply to get pre-approved to cater some events off of the licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity)
- Eligible to apply for a "special event" license: TUAL

Optional privileges

- **Kegs:** Allows the sale of malt beverages in containers holding 7 or more gallons (kegs) for off-site consumption.
- **To-Go Sales:** Allows the sale of malt beverages in containers holding not more than 2¼ gallons, wine, and cider for off-site consumption.
- **Special Events:** Allows the use of your annual license at a special event at a location other than your business location.
- **Catering:** Allows the sale of distilled spirits, malt beverages, wine, and cider by the drink to individuals at off-site catered events.
- **Receive Direct Shipments of Wine/Cider:** Allows receipt of wine or cider directly from Wine Self-Distribution Permittees.

Food service is a requirement of this license.

- At all times and in all areas where alcohol service is available, the licensee must make available to patrons at least five different substantial food items.
- "Substantial food item" means food items prepared or cooked on the licensed premises and that are typically served as a main course or entrée. Some examples are: fish; steak; chicken; pasta; pizza; sandwiches; dinner salads; hot dogs; soup; and sausages. Side dishes, appetizer items, dessert items, and snack items such as popcorn, peanuts, chips, and crackers do not qualify as substantial food items.
- "Different" means substantial food items that the OLCC determines differ in their primary ingredients or method of preparation. Different sizes of the same item are not considered different.
- Must have a food preparation area and equipment on the licensed premises adequate to meet the food service requirements.

Blaylock's Whiskey Bar hours of operation are listed as 4:30 PM – 10:00 PM Sunday. Closed Monday. 4:30 PM to 10:00 PM Tuesday – Thursday and 4:30 PM-11:00 PM Friday and Saturday. The indoor and outdoor seating area will have the same hours of operation, with the exception of the seasonal variation that there will be no outdoor seating during winter months. The restaurant will have a total of 37 seats and the outdoor area will have seating for 8.

APPLICANT

The applicant for the license is Blaylock's Whiskey Bar LLC. Consisting of Michael Angiletta and Seth Howard as members. Representatives from the Astoria Police Department have investigated the background of the applicants named above utilizing available databases specific to restrictions for licensing. No derogatory information was located regarding the applicants.

NEIGHBORHOOD SURVEY

The location of this business is in a business district and therefore those surveyed were other businesses. There were no objections to the granting of the liquor license.

RECOMMENDATION

Given the listed information, staff has no objection to the granting of the Oregon, Full on Premises Commercial Liquor License.



By: _____


Eric Halverson, Deputy Chief of Police



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • POLICE DEPARTMENT

DATE: MARCH 21, 2019
TO: MAYOR AND CITY COUNCIL
FROM:  BRETT ESTES, CITY MANAGER
SUBJECT: SECOND READING: ORDINANCE ADDING CITY CODE 6.390
RELATING TO UNLAWFUL TRANSFER ON VEHICULAR PORTION OF
THE RIGHT-OF-WAY

DISCUSSION/ANALYSIS

The first reading of this ordinance was held at the March 18, 2019 City Council meeting. The City of Astoria is experiencing an increase in people making transfers of goods or monies between pedestrians and motor vehicles on the vehicular portion of the roadway, creating a traffic safety concern. Motor vehicle drivers who are focused on non-traffic distractions are not attentive to other drivers, pedestrians, changing traffic, signage and lights. Drivers who are looking for property inside their vehicle and are handing items to pedestrians are not attentive to traffic. Offering items from a vehicle to a pedestrian encourages the pedestrian to enter the roadway outside of a crosswalk or sidewalk putting the pedestrian at unreasonable risk. Inattentive drivers cause can traffic obstructions and traffic delays. A prohibition on the transfer of items from a motor vehicle to a pedestrian will address these concerns.

This ordinance also includes the addition of City Code section (e) to the current Penalties language in section 1.010(4) to address the associated penalties. Former section (e) moved to (f).

RECOMMENDATION

It is recommended that Council hold a second reading and consider adoption of the ordinance adding City Code 6.390 relating to unlawful transfer on vehicular portion of the right-of-way.

By: 

Geoff Spalding
Chief of Police

ORDINANCE NO. 19-____

AN ORDINANCE REVISING ORDINANCE 6.390 RELATING TO UNLAWFUL
TRANSFER ON VEHICULAR PORTION OF THE RIGHT-OF-WAY AND REVISING
ORDINANCE 1.010 RELATING TO PENALTIES

THE CITY OF ASTORIA DOES ORDAIN AS FOLLOWS:

Section 1. Addition of Astoria City Code 6.390 Astoria City Code section 6.390 is added to read as follows:

6.390 Unlawful Transfer on vehicular portion of the right-of-way.

- (1) A person commits the offense of unlawful transfer under this section if the person:
 - (a) While a driver or passenger in a vehicle on the vehicular portion of a highway, road or street within the boundaries of the City of Astoria, gives or relinquishes possession of, or control of, or allows another person in the vehicle to give or relinquish possession or control of any item of property to a pedestrian; or
 - (b) While a pedestrian, accepts, receives or retains possession or control of any item of property from a driver or passenger in a vehicle on the vehicular portion of a highway, road or street within the boundaries of the City of Astoria.
- (2) For purposes of Astoria City Code 6.390, the phrase "on the vehicular portion of a highway, road or street" means located in the vehicular travel or turning lane or any associated shoulder, driveway or traffic divider area within the right-of-way where vehicles are reasonably expected to be encountered. The prohibitions of the section do not apply if the vehicle is parked in a legal parking space located on or off the right-of-way or during a law enforcement stop or action.
- (3) The prohibitions of Astoria City Code 6.390 do not apply to persons participating in a "Pedestrian Activity" as defined on Oregon Administrative Rules, Chapter 734, Division 58, for which a permit has been issued by the Oregon Department of Transportation, so long as all terms of the permit have been met.

Section 2. Amend Astoria City Code 1.010 Astoria City Code section 1.010 (4) is amended to read as follows:

1.010 Penalties.

(4) Violations of the Astoria Traffic Code are as follows:

(e) Violation of Section 6.390 constitutes a traffic violation and is punishable by a fine not to exceed \$75.00.

(f) When a warrant of arrest issued by the Municipal Court is served, the amount of bail shall be increased \$100.

Section 3. Effective Date. This ordinance shall become effective 30 days after its adoption.

ADOPTED BY THE CITY COUNCIL THIS 1st DAY OF APRIL 2019

APPROVED BY THE MAYOR THIS 1st DAY OF APRIL 2019

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION
Councilor

YEA NAY ABSENT

Brownson
Herman
Rocka
West
Mayor Jones



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • PARKS AND RECREATION

DATE: MARCH 22, 2019

TO: MAYOR AND CITY COUNCIL

FROM: BRETT ESTES, CITY MANAGER

SUBJECT: AUTHORIZATION TO AWARD CONTRACT FOR REPLACEMENT OF RECREATION POOL SAND FILTER VESSEL AND INSTALL UV STERILIZATION SYSTEM AT THE ASTORIA AQUATIC CENTER TO THE POOL AND SPA HOUSE

DISCUSSION/ANALYSIS

The Astoria Aquatic Center was built in 1997-98 and the original fiberglass sand filter vessels are still currently in use. The filtration system recirculates pool water through a glassine sand mix that is designed to remove particulate matter in order to keep water chemistry at safe, usable levels for the public. The fiberglass filter vessel for the Recreation pool is significantly worn after years of use due to the abrasive nature of the media inside being agitated by constant water movement. Staff recently noted signs of extreme stress on the exterior of the vessel in the form of hairline cracks and extrusions of fiberglass material. These are indicators that its integrity is compromised and failure may be imminent. The filtration system is essential to daily operations of the recreation pool at the Aquatic Center and the age of the infrastructure make repairs infeasible and replacement the sole option. It is recommended that the existing Astral Filter be replaced with two, smaller Pentair Filters that can be isolated for more efficient operation.

In addition to the instability of the sand filter vessel, staff has observed consistently high levels of combined chlorines in the recreation pool water chemistry, approaching readings that the State Health Department deems unsafe for use. The most effective and long-term method of reducing and controlling combined chlorine is to install an Aquionics Ultraviolet (UV) sterilization system to neutralize harmful bacteria and other organisms that may otherwise pose a threat to the health of users of the pool.

Since the Recreation pool's filtration and recirculation systems are so complex, replacing the filter vessel will require the pool to be shut down while work is completed and it is most advantageous to concurrently install the UV system during that interruption of service.

Staff has solicited vendors for the replacement of the filter vessel and installation of a UV system and received a bid from The Pool and Spa House for \$83,997.92. Apollo Pool Services and Interlocked Filtration Systems were contacted to provide bids, but both firms declined.

Bid criteria included price, shortest time period for the recreation pool to be closed, familiarity with the Aquatic Center's operations, and demonstrated knowledge of installation of Aquionics UV systems and Pentair Sand Filter Vessels. The contractor is aware that all work must be completed in advance of the end of the school year, when use at the Aquatic Center typically

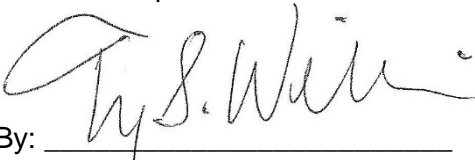
increases. \$82,000 of the project's cost will be paid using Capital Improvement Funds allocated to the Parks and Recreation Department for FY18-19 and the remainder of the expenses will be provided from Parks Operations Funds budgeted to Aquatics and Maintenance activities.

The project is anticipated to impact regular use of the Recreation pool for up to four days, the remainder of the Aquatic Facility's pools and amenities will be open as usual while work is being completed. Work will be scheduled as soon as materials can be delivered, the total project is slated to be completed during the month of May, in advance of the busier summer season once school is out.

The contract has been reviewed and approved as to form by City Attorney Henningsgaard.

RECOMMENDATION

It is recommended that City Council approve the contract for replacement of the Recreation pool filter and installation of a UV system with The Pool and Spa House for the amount of \$83,997.92.

By: 

Tim Williams
Director of Parks & Recreation

Project Management

Expense vs Budget by Task

User: jdart
 Printed: 03/22/2019 - 8:46AM
 Date From: 07/01/18
 Date To: 03/22/19



CITY OF ASTORIA
1095 DUANE ST
ASTORIA OR 97103

Project Label:	Task Label:	LEMS	Budget	Activity	Previous Activity	Budget Variance	Encumbered	Uncommitted PO's	Available	% Avail
CPTLIM - Capital Improvement										
	10-2158 - Parks									
		E	179,870.00	14,785.23	0.00	165,084.77	24,177.67	0.00	140,907.10	78%
		L	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
		M	0.00	14,230.52	0.00	-14,230.52	12,455.06	0.00	-26,685.58	0%
		R	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
		S	0.00	29,664.47	0.00	-29,664.47	1,656.00	0.00	-31,320.47	0%
	10-2158 Total:		179,870.00	58,680.22	0.00	121,189.78	38,288.73	0.00	82,901.05	46%
	CPTLIM Total:		179,870.00	58,680.22	0.00	121,189.78	38,288.73	0.00	82,901.05	46%
	Report Total:		179,870.00	58,680.22	0.00	121,189.78	38,288.73	0.00	82,901.05	46%

<p style="text-align: center;">CITY OF ASTORIA CONTRACT FOR GOODS AND SERVICES</p>

CONTRACT:

This Contract, made and entered into this ____ day of _____, 2019 by and between the City of Astoria, a municipal corporation of the State of Oregon, hereinafter called "CITY", and The Pool and Spa House, located at PO Box 23788 Portland OR 97281, hereinafter called "CONTRACTOR", duly authorized to do business in Oregon.

W I T N E S S E T H

WHEREAS, the CITY requires goods and services which CONTRACTOR is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, CONTRACTOR is able and prepared to provide such goods and services as CITY does hereinafter require, under those terms and conditions set forth; now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. CONTRACTOR GOODS AND SERVICES

- a. CONTRACTOR shall provide goods and services for the City of Astoria, as outlined in its Attachment A, which by this reference is incorporated herein.
- b. CONTRACTOR'S obligations are defined solely by this Contract and its attachment and not by any other contract or agreement that may be associated with this project.
- c. Work will be carried out after May 1, 2019 and will be completed no later than May 30, 2019 with all work being carried out on Mondays, Tuesdays, Wednesdays, and Thursdays. Work that impacts regular facility operations cannot be scheduled Friday through Sunday.
- d. CONTRACTOR services shall be performed as expeditiously as is consistent with professional skill and the orderly progress of work.

2. COMPENSATION

- a. The CITY agrees to pay CONTRACTOR a total not to exceed \$83,997.92 for providing goods and performance of those services provided herein;
- b. CITY certifies that sufficient funds are available and authorized for expenditure to finance costs of this Contract.

3. CONTRACTOR IDENTIFICATION

- a. CONTRACTOR shall furnish to the CITY the CONTRACTOR'S employer identification number, as designated by the Internal Revenue Service, or CONTRACTOR'S Social Security number, as CITY deems applicable.

4. CITY'S REPRESENTATIVE

- a. For purposes hereof, the CITY'S authorized representative will be Jonah Dart-McLean, City of Astoria, 1095 Duane Street, Astoria, Oregon, 97103, (503) 741-1600.

5. CONTRACTOR'S REPRESENTATIVE

- a. For purposes hereof, the CONTRACTOR'S authorized representative will be Howard Stephenson.

6. CITY'S OBLIGATIONS

- a. In order to facilitate the work of the CONTRACTOR as above outlined, the CITY shall furnish to the CONTRACTOR access to all relevant site information which is in the City's possession concerning the project area. In addition, the CITY shall act as liaison for the CONTRACTOR, assisting the CONTRACTOR with making contacts and facilitating meetings, as necessary.

7. CONTRACTOR IS INDEPENDENT CONTRACTOR

- a. CONTRACTOR'S services shall be provided under the general supervision of City's project director or his designee, but CONTRACTOR shall be an independent CONTRACTOR for all purposes and shall be entitled to no compensation other than the compensation provided for under Section 2 of this Contract,
- b. CONTRACTOR acknowledges that for all purposes related to this contract, CONTRACTOR is and shall be deemed to be an independent CONTRACTOR and not an employee of the CITY, shall not be entitled to benefits of any kind to which an employee of the CITY is entitled and shall be solely responsible for all payments and taxes required by law; and furthermore in the event that CONTRACTOR is found by a court of law or an administrative agency to be an employee of the CITY for any purpose, CITY shall be entitled to offset compensation due, or, to demand repayment of any amounts paid to CONTRACTOR under the terms of the contract, to the full extent of any benefits or other remuneration CONTRACTOR receives (from CITY or third party) as result of said finding and to the full extent of any payments that CITY is required to make (to CONTRACTOR or a third party) as a result of said finding.
- c. The undersigned CONTRACTOR hereby represents that no employee of the City of Astoria, or any partnership or corporation in which a City of Astoria employee has an interest, has or will receive any remuneration of any description from the CONTRACTOR, either directly or indirectly, in connection with the letting or performance of this contract, except as specifically declared in writing.

8. CANCELLATION FOR CAUSE

- a. CITY may cancel all or any part of this Contract if CONTRACTOR breaches any of the terms herein or in the event of any of the following: Insolvency of CONTRACTOR; voluntary or involuntary petition in bankruptcy by or against CONTRACTOR; appointment of a receiver or trustee for CONTRACTOR, or any assignment for benefit of creditors of CONTRACTOR. Damages for breach shall be those allowed by Oregon law, reasonable and necessary attorney's fees, and other costs of litigation at trial and upon appeal. CONTRACTOR may likewise cancel all or any part of this contract if CITY breaches any of the terms herein and be therefore entitled to equivalent damages as expressed above for CITY.

9. FORCE MAJEURE

- a. Neither CITY nor CONTRACTOR shall be considered in default because of any delays in completion of responsibilities hereunder due to causes beyond the control and without fault or

negligence on the part of the party so disenabled provided the party so disenabled shall within ten (10) days from the beginning such delay notify the other party in writing of the causes of delay and its probable extent. Such notification shall not be the basis for a claim for additional compensation.

10. NONWAIVER

- a. The failure of the CITY to insist upon or enforce strict performance by CONTRACTOR of any of the terms of this Contract or to exercise any rights hereunder shall not be construed as a waiver or relinquishment to any extent of its right to assert or rely upon such terms or rights on any future occasion.

11. ATTORNEY'S FEES

- a. In the event suit or action is instituted to enforce any of the terms of this contract, the prevailing party shall be entitled to recover from the other party such sum as the court may adjudge reasonable as attorney's fees at trial or on appeal of such suit or action, in addition to all other sums provided by law.

12. APPLICABLE LAW

- a. The law of the State of Oregon shall govern the validity of this Agreement, its interpretation and performance, and any other claims related to it.

13. CONFLICT BETWEEN TERMS

- a. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the proposal of the CONTRACTOR, this instrument shall control and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

14. INDEMNIFICATION

- a. With regard to Comprehensive General Liability, CONTRACTOR agrees to indemnify and hold harmless the City of Astoria, its Officers, and Employees against and from any and all loss, claims, actions, suits, reasonable defense costs, attorney fees and expenses for or on account of injury, bodily or otherwise to, or death of persons, damage to or destruction of property belonging to city, contractor, or others resulting from or arising out of CONTRACTOR'S negligent acts, errors or omissions in services pursuant to this Agreement. This agreement to indemnify applies whether such claims are meritorious or not; provided, however, that if any such liability, settlements, loss, defense costs or expenses result from the concurrent negligence of CONTRACTOR and The City of Astoria this indemnification and agreement to assume defense costs applies only to the extent of the negligence or alleged negligence of the CONTRACTOR.

16. INSURANCE

- a. Prior to starting work hereunder, CONSULTANT, at CONSULTANT'S cost, shall secure and continue to carry during the term of this contract, with an insurance company acceptable to CITY, the following insurance, written on an occurrence basis, in amounts not less than the limitations on liability for local public bodies provided in ORS 30.272 and ORS 30.273:
- b. Commercial General Liability. CONSULTANT shall obtain, at CONSULTANT'S expense and keep in effect during the term of this Contract, Commercial General Liability Insurance covering bodily injury and property damage. Coverage shall include consultants, subconsultants and anyone directly or indirectly employed by either.
- c. Automobile Liability. CONSULTANT shall obtain, at CONSULTANT'S expense and keep in effect during the term of the resulting contract, Commercial Business Automobile Liability Insurance covering all owned, non-owned, or hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits).
- d. Additional Insured. The liability insurance coverage shall include CITY and its officers and employees as Additional Insured but only with respect to CONSULTANT'S activities to be performed under this Contract. Coverage will be primary and non-contributory with any other insurance and self-insurance. Prior to starting work under this Contract, CONSULTANT shall furnish a certificate to CITY from each insurance company providing insurance showing that the CITY is an additional insured, the required coverage is in force, stating policy numbers, dates of expiration and limits of liability, and further stating that such coverage is primary and not contributory.
- e. Notice of Cancellation or Change. There will be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written notice from CONSULTANT or its insurer(s) to CITY. Any failure to comply with the reporting provisions of this clause will constitute a material breach of this Contract and will be grounds for immediate termination of this Agreement.

17. CITY'S BUSINESS LICENSE

- a. Prior to beginning work, the CONTRACTOR shall have a current City of Astoria business license (occupational tax). Before permitting a subcontractor to begin work, CONTRACTOR shall verify that subcontractor has a current City of Astoria business license.

18. WORKMEN'S COMPENSATION

- a. The CONTRACTOR, its subcontractors, if any, and all employers working under this Agreement are either subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers, or are employers that are exempt under ORS 656.126.

19. LABORERS AND MATERIALMEN, CONTRIBUTIONS TO INDUSTRIAL ACCIDENT FUND, LIENS AND WITHHOLDING TAXES

- a. Contractor shall make payment promptly, as due, to all persons supplying CONTRACTOR labor or material for the prosecution of the work provided for this contract.
- b. Contractor shall pay all contributions or amounts due the Industrial Accident Fund from CONTRACTOR or any subcontractor incurred in the performance of the contract.
- c. Contractor shall not permit any lien or claim to be filed or prosecuted against the state, county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material furnished.
- d. Contractor shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167.

20. NONDISCRIMINATION

- a. It is the policy of the City of Astoria that no person shall be denied the benefits of or be subjected to discrimination in any City program, service, or activity on the grounds of age, disability, race, religion, color, national origin, sex, sexual orientation, gender identity and expression. The City of Astoria also requires its contractors and grantees to comply with this policy.

21. PAYMENT OF MEDICAL CARE

- a. Contractor shall promptly, as due, make payment to any person, copartnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury to the employees of such CONTRACTOR, of all sums which the CONTRACTOR agrees to pay for such services and all moneys and sums which the CONTRACTOR collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.

22. OVERTIME

- a. Employees shall be paid for overtime work performed under this contract in accordance with ORS 653.010 to 653.261 and the Fair Labor Standards Act of 1938 (29 U.S.C. sections 201 to 209).

23. STANDARD OF CARE

- a. The standard of care applicable to contractor's services will be the degree of skill and diligence normally employed by contractors performing the same or similar services at the time CONTRACTOR'S services are performed. CONTRACTOR will re-perform any services not meeting this standard without additional compensation.

24. NO THIRD PARTY BENEFICIARIES

- a. This contract gives no rights or benefits to anyone other than the CITY and CONTRACTOR and has no third party beneficiaries.

25. SEVERABILITY AND SURVIVAL

- a. If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability shall survive termination of this Agreement for any cause.

27. COMPLETE CONTRACT

This Contract and its referenced attachments constitute the complete contract between CITY and CONTRACTOR and supersedes all prior written or oral discussions or agreements. CONTRACTOR services are defined solely by this Contract and its attachments and not by any other contract or agreement that may be associated with this Contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first written above.

Approved as to form:

CITY OF ASTORIA, a municipal
corporation of the State of Oregon

City Attorney

BY: _____
Mayor Date

BY: _____
City Manager Date

BY: _____
Contractor Date

ATTACHMENT A

SCOPE OF WORK

Carry out the following to replace the existing sand filter and install a medium pressure UV system for the Recreation Pool at the Astoria Aquatic Center, located at 1997 Marine Dr. Astoria, OR, 97103:

Sand Filter:

- Provide and Install Two Pentair THS Series Horizontal Filter Tanks
- Install Dual 6" Semi Automatic Backwash Valves
- Install Priority Valve W/Booster Pump
- Provide and Install Manway W/Viewport
- Provide and Install Vitro Clean Glass Media & Pea Gravel
- Remove and Dispose of Existing Filter & Media
- Furnish All Parts and Supplies
- Provide Labor for All Work

UV System:

- Provide and Install Aquionics Hanovia Medium Pressure UV System
- Include and Install 6" Diameter In-Line Strainer
- Furnish All Parts and Supplies
- Provide Labor for All Work
- Provide System Start-Up and Training on Use

All work that will impact regular operation of the Astoria Aquatic Center must be carried out Monday through Thursday.

Astoria Parks and Recreation will furnish electrical installation and any necessary access to additional power
Astoria Parks and Recreation will procure all required permits for the project




CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • PUBLIC WORKS DEPARTMENT

DATE: March 20, 2019

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: AUTHORIZATION TO SOLICIT BIDS – 2019 TIMBER SALE (FAT BUCK CREEK COMBO)

DISCUSSION/ANALYSIS

A shelterwood and thinning forest harvest project is proposed for 33 acres on the Bear Creek Watershed for the summer of 2019. The harvest is located on the far eastern boundary of the property on a flat ridge between Fat Buck Creek and Cedar Creek. These harvests are designed for long-term water quality and forest health goals.

Commercial thinning is proposed on 10 acres at the end of the Spur 1 Road. This is a very dense Douglas Fir and Hemlock stand that is severely impacted by Swiss Needlecast, a fungus that attacks the needles of mature Douglas Fir. In addition, this dense stand has very little understory vegetation, which can be important for water filtration. The thinning will allow light to reach the forest floor, improving the growth of shrubs and ferns.

Proposed shelterwood harvests are located in three patches, each under 10 acres. These 23 acres are also severely impacted by Swiss Needlecast and exist on both sides of Fat Buck Creek. Approximately 30% of the pre-harvest trees will be retained in order to provide a seed source for a new cohort of seedlings. This treatment has the goal of creating a stand with two distinct age classes, providing the long-term benefit of improved water filtration and resistance to disturbances. The shelterwood will be under-planted following the harvest.

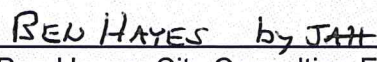
The harvest unit is bisected by Spur 1 Road. Approximately 1000' of the road will require repairs including the placement of two new culverts and the replacement of 1 existing culvert.

The net proceeds to the Capital Improvement Fund from this forest treatment project are estimated to be \$180,000 after harvest and reforestation costs. This estimate is based on a statistical sample with plus or minus 10% estimated accuracy. City Forester Ben Hayes will be present at the meeting to present the project and answer any questions.

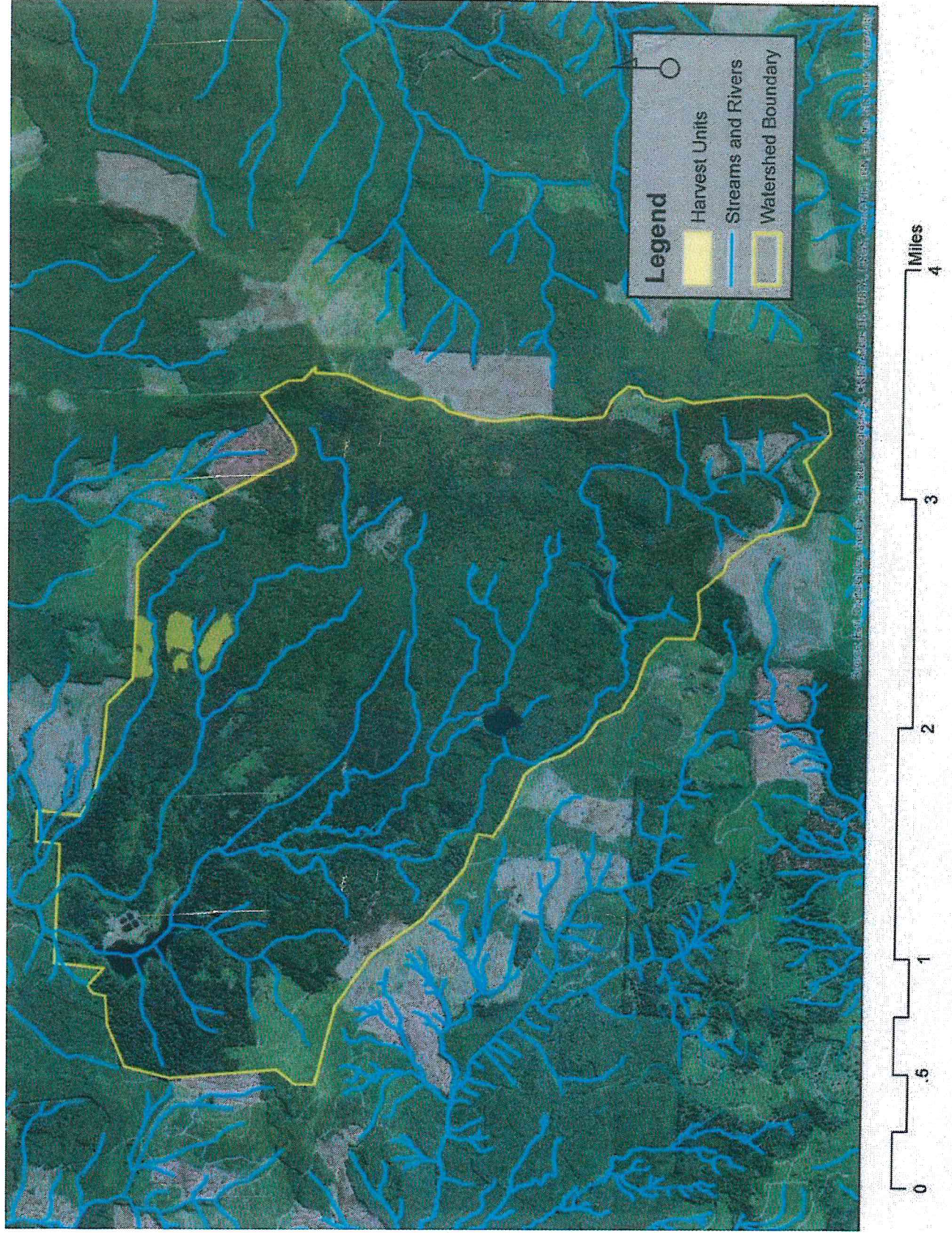
RECOMMENDATION

It is recommended that City Council authorize staff to solicit bids for the 2019 Timber Sale (Fat Buck Creek Combo).

Submitted By: 
Jeff Harrington PE, Public Works Director

Prepared By:  by JAH
Ben Hayes, City Consulting Forester

2019 Timber Sale – Fat Buck Creek Combo





CITY OF ASTORIA

Founded 1811 • Incorporated 1856

MEMORANDUM • ASTORIA LIBRARY

DATE: MARCH 22, 2019
TO: MAYOR AND CITY COUNCIL
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: LIBRARY STRATEGIC PLAN UPDATE

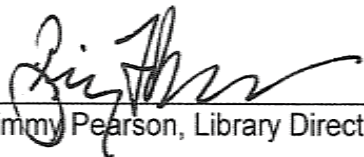
DISCUSSION/ANALYSIS

The Astoria Oregon Public Library Foundation is currently engaged in fundraising for the eventual library renovation. The Foundation via their consultant, Ruth Metz, requested an updated Astoria Public Library strategic plan to assist in their fundraising efforts. The previous plan expired in 2011 and is no longer applicable for use. The new plan drew heavily upon the 2013 Needs Analysis which includes well documented participation from the community.

The updated plan provides a comprehensive framework for library staff as we continue to seek ways of expanding services in the current footprint and prepare to provide them in a renovated library. It also provides a necessary tool for the Foundation to seek donations and grants from larger agencies. The draft Strategic Plan was reviewed and approved by the Library Advisory Board during their February 26, 2019 meeting.

RECOMMENDATION

It is recommended that City Council accept the Strategic Plan.

By: 
Jimmy Pearson, Library Director

Heart of the Community

Astoria Public Library, Astoria Oregon

Strategic Plan

2019-2023

WELCOME

It is my pleasure to write this letter in support of the Astoria Oregon Public Library Strategic Plan. It is an exciting plan and one that fits our community, its character, its expressed needs and wants. Congratulations to the Library Staff and the Library Board for this well-conceived Plan.

Astoria is a city that honors the past, is committed to invigorating the present, and to achieving an inspired future. We Astorians are in this together and our Library, if we support and care for it, is a catalyst in our community for making that vision a reality.

Our present facility is a source of meaning and pride for us. Fifty-one years ago, it became the library's permanent home since the founding of library services in 1892. Now it needs updating. Infrastructure needs plus ever-changing technologies have impacted the library's ability to serve the community as it should and must be served in the 21st century.

By modernizing our iconic library, it will fully become the heart of the community Astorians deserve. Staff will be able to provide a much-expanded area for the exciting programs that nurture our kids' development. It will provide a teen area for an age-group that is continually seeking welcoming places to gather. It will provide meeting spaces for large and small groups – so important in our close-knit community. It will provide the best access we have ever had to our contemporary, retrospective, and unique archival and historical collections.

In short, we have a good library now, but we will have a GREAT library when it is renovated to meet 21st century needs. Our library is a unique institution in our community, actively changing lives and our community for the better. A community that values, uses, supports, and loves its library is a community poised for the future.

Onward!

Arline LaMear, President, Astoria Oregon Public Library Foundation and former Mayor

Message from the Director

It is my privilege to serve the City of Astoria and her citizens as the 14th City Librarian. The Astoria Public Library has been serving our community since February 6, 1892. We know this because we hold in our collection the original article of incorporation. It is an honor to serve as guardian of this and so many other historical items from our past.

The Astoria Public Library is the heart of our community. We work tirelessly to create a welcoming place for all to enjoy. We take pride in offering popular, interactive, educational, recreational, inclusive, and creative programs to serve our community. I have the honor of working with the finest staff I have ever worked with and together we are changing lives every time our doors open.

Libraries are the guardians of more than physical items. We champion intellectual freedom and fully embrace the American Library Association Library Bill of Rights. We are continually evolving and seeking new directions and ways to Explore Ideas, Engage Minds, and Excite Imagination. Libraries continue to evolve and I look forward to preparing the library for our next 126 years of service to Astoria and her citizens.

Sincerely,

Jimmy F. Pearson, MS

Library Director

OUR COMMUNITY

Astoria is a port city and a river town, where still waters run deep in American expansion history, exploration, and interdependency with the natural world. Situated where the Columbia River meets the Pacific Ocean, Astoria was named after John Jacob Astor, an investor from New York City whose American Fur Company founded Fort Astoria at the site in 1811. It was incorporated in 1856. Astoria holds the distinction of being the first permanent United States settlement on the Pacific coast and for having the first U.S. post office west of the Rocky Mountains.

Located on the south bank of the Columbia River, the city is served by the deep-water Port of Astoria. Transportation includes the Astoria Regional Airport with U.S. Route 30 and U.S. Route 101 as the main highways, and the 4.1-mile (6.6 km) Astoria–Megler Bridge connecting to neighboring Washington across the river. With a 2017 population of 9,872, and a land area of 6.16 square miles, it is fairly densely populated with nearly 1,600 residents per square mile.

Astorians have an abiding connection with the Columbia River. The City fosters high quality development that respects and protects the natural topography and vegetation, valuable resource land and water areas, including agricultural lands, forest lands, and the estuary. It is a primary goal of the City to protect Astoria's existing character by encouraging a compact urban form, strengthening the downtown core and waterfront areas, and by protecting the historic character of the City's neighborhoods. Astoria is the primary industrial, cultural, and tourist center of the area.

Historically, many Astorians fished or worked in the many canneries that lined the river's edge. Many still do. The Riverwalk provides a scenic path along the Columbia that is enjoyed daily by both locals and tourists. As many as 23 cruise ships now dock in Astoria every year, and many visitors have said this is one of their favorite stops. Locals watch car carriers, freighters, barges and tugs, winding their way up and down the river. It's a never-ending parade that we get to enjoy every day.

The Columbia River Maritime Museum is nationally recognized for the wonderful exhibits that bring to life the history of our river, the vessels that ply the waters, the commercial and recreational use of the river, and the dangers that face those who work on the mighty river.

Astorians have a love of history. We enjoy taking visitors to Fort Clatsop and Fort Stevens, to the Flavel House and Heritage Museum. We show off the Victorian homes that grace our hillsides. Clatsop Community College has an Historic Preservation Program, the only one in the community colleges of Oregon. There students learn how to replace historic windows and molding and help maintain our historic homes. The Lower Columbia Preservation Society presents classes for homeowners as well.

Astorians love the arts. We boast many art galleries with a wide variety of artistic creations. We have a monthly Second Saturday Art Walk, an event that brings the whole community together. Participating merchants provide wine and hors d'oeuvres, live music, and lots of art. It's a wonderful opportunity to visit with neighbors and friends as well as enjoying the art. In the summers we host the Astoria Music Festival which brings visitors from across Oregon. The Oregonian named us the best opera festival of the season. The Liberty Theater is a gem. Built in 1926, it's been refurbished to its original glory and hosts musical and theatrical events.

Many Astorians move here and feel like this is where they are meant to be. It's an almost visceral reaction to finding a place that's so beautiful, so welcoming, and so appreciative of its volunteers. Climb to the top of the Column and view this beautiful community with water on three sides and a forest on the other. It's a Northwest Eden and we love this place!

VISION FOR ASTORIA LIBRARY

An honored past, an invigorated present, an inspired future. The library is an anchor in our community and a knowledge advocate for realizing this vision.

OUR LIBRARY

The Library is on a path to renovation that will revitalize and reinvigorate an institution that began in 1892. Designed by architects Ernest and Ebba Brown, the Astoria Public Library is a 1967 building in the brutalist style. Its construction 51 years ago solidified the idea of a true sense of place in the minds of Astorians. An expansive community Needs Assessment identified priorities for the Library. These priorities are driving the building program and its design as well as current and future services planning. After approving the conclusions of the Needs Assessment and deliberating on the optimum siting of the Library, the Astoria City Council unanimously authorized the Astoria Oregon Public Library Foundation to collaborate in raising funds for the renovation of the existing building. The fund-raising project is expected to conclude in 2020.

The Astoria Public Library is one of only three tax-funded public libraries in Clatsop County. Its leadership has championed collaborative relationships with the Warrenton and Seaside city libraries. These relationships have leveraged the resources of all three jurisdictions so that their residents can enjoy more collections and services collectively than would be otherwise be possible. The various local entities share historic/heritage collections and resources and collaborate to preserve and make these available to the community.

The community places a high value on collaboration as a way of leveraging community assets and being efficient. Library leadership is focused on making the most of current operating resources, expanding the user base, and fashioning services to the needs of the community

In a city of under 10,000 residents, the Library has over 10,000 active card holders. A long-term cooperative fundraising of the three public libraries called Reading Outreach in Clatsop County allows kids and teens in the unincorporated county to borrow from the collections and use the services of these libraries.

The library holds nearly 70,500 physical items, including archival and historical materials unique to Astoria. It is a full-service library that provided over 177,000 customer service transactions in fiscal year 2017/18: check-outs from the collection, e-book and database downloads, computer sessions, reference questions, program attendance, WIFI and Library website sessions—nearly 18 transactions per capita! The return on investment for these services amounts to \$4.41 in value to individuals and the community for every operating dollar expended by the City for the Library.

WHAT OUR COMMUNITY WANTS

A 2014 Needs Assessment showed that Astorians want a renovated facility that is very much about "place". That is, a "third place" in our community that is not home, or office, or school; that is attractive, inviting, and provides spaces for residents of all ages to comfortably study, read, gather, learn, and enjoy collections, programs, and a sense of community.

In our community's view, renovating the library is a legacy for today's children who will be tomorrow's adults. Our community wants:

1. A building that is attractive, enjoyable, sustainable, affordable and that is an inviting, comfortable destination place for the community and visitors;
2. A collection rich with information and learning resources that spark a passion for learning in the next generation;
3. A space that is inclusive of everyone in the community and provides a "level playing field" for all ages.
4. A program that helps create community by engaging the public, creating opportunity for people of Astoria to connect with one another, and makes the library the community's favorite gathering place.

MISSION OF THE LIBRARY

The Astoria Public Library builds community and fosters economic opportunity by exploring ideas, engaging minds, and exciting imagination.

LIBRARY'S STRATEGIC DIRECTIONS

In fulfillment of its mission, and in supporting the City's vision, the Library will focus its energy and resources on three primary strategic directions.

Community Builder

The Library helps Astorians connect to their past, understand their present, and look toward the future. Whether it is the arts, music, history, industry, business, or the art of daily living, the Library has an impressive collection of books, papers, artifacts, and photographs, as well as retrospective collections of fiction and non-fiction that have been, for lack of space, in storage.

Now, the Astoriana, archives, and retrospective fiction and non-fiction collections of the library will have a dedicated space that Astorians will be able to use! Its unique collections cover Astoria's history, the history of the Clatsop County region, history of the groups and clubs from the area, of the Library, of the early families of this area, and records of historic events in Astoria. These are great material for professional and amateur historians, genealogists, and Astoriana enthusiasts. Our historical collections hold treasures that tell us about our ancestors, our history, and that inform our present and future.

Some ask why we need public libraries any longer when we have the Internet; can't we find everything we need from our hand-held devices? We know from our experience that the mortar of community building is helping Astorians connect with their interests and with others. Research shows that the Internet with all its potential for communication and social networking is reducing communication within households, the size of the family's social circle, and is increasing depression and loneliness.

Our Library is dedicated to helping people break their isolation by providing opportunities for them to experience the bonds formed when people share real-time activities together. Research shows that this positively affects our health and well-being. As a magnet for social connection, our Library offers that sense of community and shared place that Astorians need. Active, participatory programs, and the spaces and amenities for them enhance learning, social interaction, community connection, and knowledge creation.

Inspiration Destination

The role of the Library as a community destination and community gathering place is very important to Astorians. Astorians want "a building that is attractive, enjoyable, sustainable, affordable and that is an inviting, comfortable destination place for the community and visitors." They want the Library offering positive options for teens that will spark and nurture their self-development, creativity, and self-esteem. They want beauty, light, spaces, and activities to help residents counter the negative side of the prevailing climate. Cyberspace is not enough for humans: we need places to gather, to interact, to study, to reflect, and to create knowledge.

The renovation of the Library will foster the role of the Library as the creative heart of our community. Astoria has been and is a dynamic community of explorers, innovators, researchers, and creators inspired by and called to its rich history. Artists, musicians, writers, preservationists, historians, entrepreneurs, and inventors, amateur through professional, live in and are drawn to Astoria. The staff of the Library understands this and through its collections, services, and technology, fosters connections between people, information, knowledge, and organizations.

The Library is good for economic development, too. Place-based economic development stresses the importance of offering attractive, functional, and community-based places, such as libraries, in town squares and civic-center neighborhoods. Attractive, welcoming, and robust libraries attract large numbers of people, creating economic opportunities for a myriad of businesses and organizations in the surrounding area. Such libraries are the hub of vibrant neighborhoods and communities.

Catalyst for Learners

The nexus of individual and collaborative learning for Astorians of all ages, the Library transforms lives and the community for the better. Through reading, listening, and viewing, through events, programs, and classes, in the library, in the community, and online, people learn in their own ways and at their own pace.

The Library facilitates all forms of learning and guides people in their pursuit of knowledge. Book discussion groups, teen poetry readings, family literacy evenings, business confabs, technology classes are

among the variety of community learning activities. These activities and the interactions that occur with them foster learning that is good for individuals and for our community.

One shining example is the Library's early childhood literacy programming and its services to children and teens. Youth programs and services introduce families to the joy of reading and establish a foundation for a lifetime of intellectual curiosity. Research has shown that using public libraries helps children's language development, readiness to read, school readiness and success, literacy as adults, and ultimately, their ability to succeed in the world.

The Library serves as the community's principal place for the mind—the place for reading, research, and study; but it is also extremely important as a venue for collaboration and group interaction, bringing people together for the enjoyment of learning, cultural enrichment, and civic engagement.

VALUES

We hold these values and practice them in service to our residents, our visitors, our community, and with one another.

Community Investment: We are an institution at the heart of the community that builds community.

Inclusiveness: We are proud to be a member of this community. We strive to provide equitable and respectful services to everyone.

Learning: We recognize that learning is a universal human need and strive to stimulate knowledge seeking, foster curiosity and inspire the love of reading and learning in all forms.

Relationships: We seek to extend our reach and impact while helping others achieve their goals through individual and organizational partnerships. These relationships are mutually beneficial and serve to strengthen our community.

Respect: We are dedicated to providing excellent customer service that is professional, ethical and confidential. We offer free and open access to constitutionally protected information and are trustworthy as a steward of the community's resources.

Valued Staff: We are well-trained, knowledgeable and caring. We do all things with integrity, seek to learn and improve, and work together to provide excellent service.

GOALS

Library Goal 1: The Library adapts to satisfy the changing needs of Astoria and Astorians.

Strategies

- 1.1 Renovate the library to make it more accessible, to optimize its functionality, in accordance with the expressed needs of the community and best library service and operational practices.
- 1.2 Optimize service and staffing models for efficiency and effectiveness.
- 1.3 Annually update and provide training to library staff on technology competencies.

Library Goal 2: Community members experience, learn, and are inspired at the Library.

Strategies

- 2.1 Practice continuous improvement of the library's collection and policies by acquiring desired materials in a wide variety of formats and reducing barriers to access.
- 2.2 Offer popular and quality interactive, educational, recreational and creative programs, services and activities for all ages both in the library building and off-site.
- 2.3 Reach more of the resident base through library advocate partnerships focused on new cardholders, including attendance at events throughout the city.

Library Goal 3: Community members and organizations recognize the library as a trusted steward and community builder.

Strategies

- 3.1 Provide effective, targeted public information and messaging to our community about the services, benefits and value of the library.
- 3.2 Build partnerships that enhance the impact of the library throughout the community.
- 3.3 Empower others to advocate for the library, including the Friends of the Astoria Library and the Astoria Oregon Public Library Foundation.

ACKNOWLEDGEMENTS: OUR PARTNERS IN PLANNING

The Community

City of Astoria

Astoria Public Library Advisory Board

The Astoria Oregon Public Library Foundation

Board of the Friends of the Astoria Public Library

Jimmy Pearson, Director

Library Staff

Ruth Metz, Consultant