



AGENDA

ASTORIA CITY COUNCIL

August 15, 2016

7:00 p.m.

2nd Floor Council Chambers

1095 Duane Street · Astoria OR 97103

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **REPORTS OF COUNCILORS**

4. **CHANGES TO AGENDA**

5. **PRESENTATIONS**

- (a) Oregon Brownfield Award
- (b) North Coast Crisis Resource Center
- (c) Scandinavian Immigrant Park Proposal
- (d) Waterfront Bridges Replacement Project for 6th – 11th Streets

6. **CONSENT CALENDAR**

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

- (a) City Council Minutes of 7/18/16
- (b) City Council Work Session Minutes of 7/18/16
- (c) City Council Special Meeting Minutes of 7/25/16
- (d) Waterfront Bridges Replacement 6th – 11th Streets ODOT Local Agency Agreement Amendments and IGAs for Right-of-Way Services (Public Works)
- (e) Authorize Solid Waste Engineering Consultant Services – Former Astoria Landfill (Public Works)
- (f) Addition of Job Title for Schedule F-1 of Salary Resolution No. 16-04 (Police)

7. **REGULAR AGENDA ITEMS**

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

- (a) Direction for Possible Scandinavian Immigrant Monument to be Located at Peoples Park (Parks)
- (b) Ordinance Approving the Assignment of Non-Exclusive Telecommunication Franchise from CoastCom, Inc., to Astound Broadband, LLC (1st reading) (Finance)
- (c) Verizon Wireless Leases (Police)
- (d) Resolution Declaring an Emergency and Authorizing the Award of a Public Improvement Contract for Street End Bridge Repair Work (Public Works)

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

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



CITY OF ASTORIA

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August 12, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL MEETING OF AUGUST 15, 2016

Item 5(a): Oregon Brownfield Award

The City of Astoria has received an Oregon Brownfield award recognizing the Astoria Athletic Complex as an outstanding brownfields redevelopment. The Award honors individuals and groups that have implemented innovative, yet practical, remediation projects that stimulated economic development through job creation or retention, or addressed a critical community development need. The selection criteria for the awards focused on two primary goals: balance of economic and quality of life improvements to the local community and significant environmental gains. Each award-winning project highlights one or all of the goals associated with the State's brownfields mission: protection of human health and the environment; enhanced collaboration and communication among essential partners to facilitate clean-up and reuse; strengthened economic marketplace by bringing industrial and commercial brownfields sites back into productive reuse; and sustained reuse through redevelopment of brownfields to meet and enhance a community's long-term quality of life. City staff were not available to receive the award at the 2016 Oregon Brownfields Conference held on May 16th – 17th in Sunriver, Oregon, so our consultant Maul Foster Alongi received the award on our behalf. They will be presenting the award to the City at the August 15, 2016^t City Council meeting.

Item 5(b): North Coast Crisis Resource Center

North Coast Crisis Resource Center Director Warren Zimmerman will discuss the facilities and services provided at the Center.

Item 5(c): Scandinavian Immigrant Park Proposal

Loran Mathews and Judi Lampi of the Astoria Scandinavian Heritage Association (ASHA) will make a presentation regarding ASHA's proposal for a Scandinavian Immigrant Park and monument proposed to be located at the Peoples Park on 16th and Marine Drive.

Item 5(d): Waterfront Bridges Replacement Project for 6th – 11th Streets

Where each of the City's numbered streets between 6th and 11th Streets meet the Columbia River, a short bridge connects the solid-ground road to the over-water pier structure. These waterfront bridge structures are of utmost importance to the City as they provide access to a critical portion of our waterfront. They provide both pedestrian and vehicular access to many businesses and attractions. In addition, they provide essential emergency vehicle access to the waterfront. Currently the structures are all load limited. In September 2014, the City entered into an Agreement with ODOT for the design phase of the Project. In April 2015, OBEC Consulting Engineers, Inc. (OBEC) was hired by ODOT for provide these services. The design phase is now 30 percent complete. Staff will present an update on the project and show the computer rendered photo simulations for 8th, 10th and 11th Streets that were prepared by the consultant team.

CONSENT CALENDAR

Item 6(a): City Council Minutes

The minutes of the City Council meeting of July 18, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(b): City Council Work Session Minutes

The minutes of the City Council Work Session of July 18, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(c): City Council Special Meeting Minutes

The minutes of the City Council Special Meeting of July 25, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(d): Waterfront Bridges Replacement 6th – 11th Streets ODOT Local Agency Agreement Amendments and IGAs for Right-of-Way Services (Public Works)

Where each of the City's numbered streets between 6th and 11th Streets meet the Columbia River, a short bridge connects the solid-ground road to the over-water pier structure. The waterfront bridge structures provide access to a critical portion of our waterfront. Currently the structures are all load limited. The City has received funding from the Oregon Department of Transportation (ODOT) to replace the six waterfront bridges with a 10.27% City match. In September 2014, the City entered into an Agreement with ODOT for the design phase of the Project. In April 2015, OBEC Consulting Engineers, Inc. (OBEC) was hired by ODOT for provide these services. The design phase is now 30 percent complete.

At this stage of the project, it is necessary to authorize the Right-of-Way Services task. This will be accomplished through an amendment to the Local Agency Agreement with ODOT to authorize the funds for this task and an Intergovernmental Agreement for Right-of-Way Services that states the requirements for this task. The stewardship agreement between ODOT and the Federal Highway Administration (FHWA) requires ODOT's Right-of-Way Section authorization to perform right-of-way activities when Federal Funding is involved.

Right-of-way activity is expected to occur adjacent to each of the waterfront bridge structures. The Agreement Amendments provide \$232,029 in LHBP funds with a City match of \$36,971 for a total Right-of-Way Services cost of \$360,000. A breakdown of these costs per waterfront bridge structure is shown below:

Street End	HBP Funds	City Match	Total Cost
6 th Street	\$53,838	\$6,162	\$60,000
7 th Street	\$53,838	\$6,162	\$60,000
8 th Street	\$53,838	\$6,162	\$60,000
9 th Street	\$55,633	\$6,367	\$62,000
10 th Street	\$55,633	\$6,367	\$62,000
11 th Street	\$50,249	\$5,751	\$56,000
TOTAL	\$323,029	\$36,971	\$360,000

These costs have been included in the overall project cost presented to the City Council over the past two years. Surface Transportation Program (STP) allocations will be used for the match. It is recommended that Council authorize the six Intergovernmental Agreements for Right-of-Way Services and the six Local Agency Agreement Amendments with ODOT to secure funding for the Waterfront Bridges Replacement Projects and also approve the proposed City match for the Right-of-Way Services.

Item 6(e): Authorize Solid Waste Engineering Consultant Services – Former Astoria Landfill (Public Works)

The Oregon Department of Environmental Quality (DEQ) issued the former landfill closure permit to the City on December 10, 2015. The permit outlines post-closure tasks that must be completed by various deadlines. Staff has asked the City's solid waste consultant, Maul Foster & Alongi, Inc. (MFA), to provide a scope of work to assist us with the work required up to June 30, 2017 (the current fiscal year). Tasks to be completed are identified in the memorandum. The work in the amount of \$23,560.00 will be funded through the Sanitation Fund. It is recommended that City Council execute a contract with Maul Foster Alongi for a total not-to-exceed amount of \$23,560.00 for solid waste engineering services for the Landfill Closure Project.

Item 6(f): Addition of Job Title for Schedule F-1 Salary Resolution No. 16-04 (Police)

This memo proposes the creation of a temporary position of Assistant to the Emergency Communications Manager, in order to meet immediate needs related to the dispatch center. It is anticipated that the duration of work will be approximately six months. The position would be a temporary, non-benefited position under City personnel policies (no medical; no earned paid leave); the position would not perform the duties of either a Records Specialist or a Communications Officer, and would perform a new set of duties as described in the memorandum, to include the creation of job duties for a new position of Operations Supervisor. This temporary position would assist the Emergency Communications Manager, Jeff Rusiecki, in special projects which otherwise cannot be accomplished as timely as needed. This temporary position would bridge the period until the Center is able to create a job description, recruit and hire a full-time Operations Supervisor. The Operations Supervisor position has been budgeted, funded and approved by Users, and we plan to move forward with recruitment and selection once a permanent position is created and approved by the City Council. As a rule, hours will not exceed 29 per workweek (seven day period Monday through Sunday), or a cumulative total of 1,000 per year. If the requirements of a particular workweek exceed 30, they will be offset on a flex basis in other weeks, and, some work may be performed on a tele commute basis.

Before a position can be posted, the creation of a job description was required to identify the essential duties, expectations, required experience and education as well as to review the current marketplace establishing appropriate salary range to fulfill the current requirements of the City. It is proposed Schedule F-1, Range 2, be utilized and step determined based on the experience and education of the candidate. Funds are included in the approved budget for FY2016-17 to accommodate the addition of this temporary position. Job recruitment and offer would commence should Council approve the description as noted in the memorandum and salary schedule range at the August 15th meeting. It is recommended that the City Council approve the addition of the Job Title/duties and use of Schedule F-1, Range 2, as contained in Salary Resolution No. 16-04.

REGULAR AGENDA ITEMS

Item 7(a): Direction for Possible Scandinavian Immigrant Monument to be Located at Peoples Park (Parks)

Earlier in the meeting representatives from the Astoria Scandinavian Heritage Association will make a presentation regarding the proposed Scandinavian Immigrant Park and Scandinavian Immigrant Monument. Parks and Recreation Director Cosby's memo accompanying this agenda item details the history of the Peoples Park. The memo also reviews the Park and Recreation Advisory Board's discussion and recommendation that ASHA would need to include not only fundraising for construction, but also for the monument's ongoing care and maintenance. The Parks and Recreation Advisory Board unanimously agreed to

recommend the Scandinavian monument project to the City Council contingent upon a formal park adoption agreement. Therefore, it is recommended that Council consider the Parks and Recreation Advisory Board's recommendation and direct staff to prepare an agreement with ASHA following adoption of an Adopt-A-Park program. Both the Adopt-A-Park program and ASHA agreement would be brought back to Council for consideration.

Item 7(b): Ordinance Approving the Assignment of Non-Exclusive Telecommunication Franchise from CoastCom, Inc., to Astound Broadband, LLC (1st reading) (Finance)

Ordinance 16-03 was approved March 21, 2016, granting a franchise to CoastCom, Inc., for operation of telecommunications facilities within City rights-of-way. The ordinance:

- Requires COASTCOM, INC. to pay a fee to the City equal to 7.0% of the gross revenue earned within the City
- Provides procedures for amendment and renewal of the franchise.
- Imposes certain reporting requirements.

Astound Broadband, LLC has entered into a purchase agreement with CoastCom, Inc. to acquire the assets and operation of CoastCom, Inc. Matt Updenkelder, Vice President of Operations for CoastCom, Inc. has requested City Council consider assignment of the CoastCom franchise to Astound Broadband, LLC. Included in this packet is an Ordinance approving the assignment of a non-exclusive telecommunication franchise. The documents have been reviewed and approved as to form by City Attorney Blair Henningsgaard. It is recommended that City Council conduct the first reading of the proposed ordinance.

Item 7(c): Verizon Wireless Leases (Police)

At the July 5, 2016 meeting, draft leases were presented for the Verizon Wireless project at Reservoir Ridge and a lease extension at Coxcomb. Council indicated they believed the terms were supportable. These leases were returned to Verizon Wireless (VZW) for inclusion of two items listed in the memorandum presented that night. Additionally, the Council nondiscrimination policy was included in the contracts.

Verizon Wireless has signed the two leases with the terms presented to the Astoria City Council at the July 5th meeting. In addition they have provided a right of way easement for Pacific Power to provide power to the facility. The leases presented then, and now for signature, are in keeping with the guidance set out during the March 21, 2016 work session regarding the wireless communications facility at Coxcomb, Staff has negotiated a new lease with Verizon Wireless (VZW) for the site at Reservoir Ridge. The terms of the lease are favorable to the City in value of construction and use of tower for our

communication needs. For the term of the lease, there are no monthly payments for lease. The negotiations resulted in two leases. These leases are for the Coxcomb and Reservoir Site both of which have been reviewed and approved as to form by City Attorney Henningsgaard. With the previously proposed and now adopted amendments, the highlights of the leases are in the memorandum

In addition, an easement to Pacific Power is also included to provide electrical service to the Reservoir Ridge site. City Attorney Henningsgaard has asked for some changes to the easement document including clarification where the line would be placed in the respective tax lots and with language regarding waiver of a right to jury trial. Staff will work with Pacific Power to address these issues. It is recommended that Council authorize the Mayor and City Manager to sign the leases with Verizon Wireless for facilities at Coxcomb and Reservoir Ridge and the Pacific Power right of way easement, contingent on resolution of the City Attorney's requested changes.

Item 7(d): Resolution Declaring an Emergency and Authorizing the Award of a Public Improvement Contract for Street End Bridge Repair Work (Public Works)

The City of Astoria has six timber street end structures at the north ends of 6th, 7th, 8th, 9th, 10th and 11th Streets that are inspected annually by the Oregon Department of Transportation (ODOT) Bridge Department. ODOT inspects the structures and makes recommendations for repairs that will permit the structures to safely remain open. Without the identified repairs, the structures could be recommended for closure to both vehicular and trolley traffic by ODOT staff. A repair strategy was developed by OBEC and was designed to be limited to only what has been deemed absolutely essential in order to minimize the expenditure of funds prior to the upcoming planned replacement of the structures and to assure trolley operations.

Staff solicited quotes for the repair work and received two quotes that exceeded \$100,000: Bergerson Construction, Inc. for \$196,799 and Columbia Dockworks, Inc. for \$152,950. Columbia Dockworks is not prequalified with ODOT; therefore, considered a non-responsive quote and removed from consideration. The only responsive quote was received from Bergerson Construction (who is ODOT qualified) in the amount of \$196,799. At the time of this Council memo preparation, Staff and OBEC are in the processes of negotiating with Bergerson Construction to reduce the total cost of this contract through value engineering and alternative repair approaches at specific locations. The contract with scope of work, including the final contract amount, will be presented at the Council meeting along with a project budget. It is recommended that funds be provided for this project by the Capital Improvement Fund, which may require a budget amendment at the end of the fiscal year. It is recommended that the City Council adopt the Resolution declaring an emergency and award the public improvement contract for the Street End Bridge Repair Project to Bergerson Construction, Inc.