



AGENDA

ASTORIA CITY COUNCIL WORK SESSION

July 18, 2016

*****6:00 p.m.*****

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

- 1. CALL TO ORDER**

- 2. ROLL CALL**

- 3. AFFORDABLE HOUSING STRATEGY – PROGRESS REPORT (COMMUNITY DEVELOPMENT)**

- 4. ADJOURNMENT**

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.



AGENDA

ASTORIA CITY COUNCIL

July 18, 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. **PROCLAMATIONS**

- (a) 90th Anniversary and Rededication of the Doughboy Monument

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 6/20/16
(b) Boards and Commission Minutes:
(1) Library Board Meeting of 5/24/16
(c) 2016-2017 Ready to Read Grant Application (Library)
(d) Promote Astoria Funds – Agreement for Professional Services with Astoria-Warrenton Chamber of Commerce (Finance)
(e) Promote Astoria Funds – Agreement for Professional Services with Astoria Downtown Historic District (ADHDA) (Finance)
(f) Authorization to Light the Astoria Column a Pink Hue for the Month of October in Recognition of Breast Cancer Awareness Month (Parks)

7. **REGULAR AGENDA ITEMS**

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

- (a) Ordinance Adopting Astoria Comprehensive Plan Amendment A16-03 to include the Parks and Recreation Comprehensive Master Plan (2nd reading & adoption) (Parks)
(b) Trestle and Track Inspection Maintenance – Contract Amendment #2 (Public Works)
(c) Liquor License Application from Joshua Allison, dba Reach Break Brewing, Located at 1343 Duane Street for a New Outlet for a Brewery Public House License (Finance)
(d) Liquor License Application from Charles Holboke, dba Charlie's Chop House, Located at 1313 Marine Drive for a New Outlet for a Full On-Premises Commercial Establishment License (Finance)

7. REGULAR AGENDA ITEMS *(CONTINUED)*

- (e) Resolution Supporting the City of Astoria's "Coast Guard City" Recertification Application (City Council)

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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July 14, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA CITY COUNCIL WORK SESSION AND REGULAR MEETING OF
JULY 18, 2016

6:00 P.M. WORK SESSION

Item 3: Affordable Housing Strategy – Progress Report (Community Development)

The City Council held a special work session on September 14 to discuss the Affordable Housing Study that was completed by the Community Development Department in support of the City Council's goal setting for FY 14-15/15-16. At the work session, staff presented background information, a Draft Problem Statement, case studies, and a range of short term and long term solutions to create more housing opportunities in Astoria. The City Council directed staff to study the options in more detail and bring potential solutions back for review as part of an overall housing strategy. On November 2, staff presented an affordable housing strategy based on comments received at the work session. Over the last six months, staff has implemented various aspects of the strategy.

It is recommended that Council review and consider endorsement of the Affordable Housing Strategy. It is also requested that Council provide feedback on the Code amendments. If there are portions of the Code which Council has concerns, direction as to inclusion or removal should be provided prior to the Planning Commission hearing being rescheduled.

7:00 P.M. REGULAR MEETING

PROCLAMATIONS

Item 5(a): 90th Anniversary of the Doughboy Monument

The Mayor will proclaim July 21, 2016 as the 90th Anniversary of the Doughboy Monument.

CONSENT CALENDAR

Item 6(a): City Council Minutes

The minutes of the City Council meeting of June 20, 2016 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 6(b): Boards and Commission Minutes

The minutes of the (1) Library Board meeting of May 24, 2016 are enclosed. Unless there are any questions or comments regarding the contents of these minutes, they are presented for information only.

Item 6(c): 2016-2017 Ready to Read Grant Application (Library)

The Ready to Read Grant Program, administered by the Oregon State Library, is used to fund early literacy services for young children 0-6 years old and/or the statewide summer reading program for youth 0-14 years old. Grant applications must be date-stamped by August 31, 2016 to be eligible and libraries have one calendar year to spend grant funds. In this grant application, the Astoria Public Library will partner with the Lower Columbia Hispanic Council, Astoria Cleaners, Bayshore Apartments Management, and Emerald Heights Management to provide books and materials about Early Literacy to parents with children aged birth through six. This 2016-2017 Ready to Read Grant would replenish the books and informational materials in outreach libraries and allow for the addition of one to two more such libraries in the community. \$1,257 is being requested in Ready to Read grant funding. It is recommended that Council authorize submittal of the Ready to Read grant application in the amount of \$1,257.

Item 6(d): Promote Astoria Funds – Agreement for Professional Services with Astoria-Warrenton Chamber of Commerce (Finance)

City Code Section 8.045.18 requires organizations receiving funds from the Promote Astoria Fund to enter into a contract with the City. An Agreement for Professional Services for Visitor Center and Lower Columbia Tourism Committee Services is attached for Council consideration. It is recommended that Council approve the execution of the Agreement for Professional Services with the

Astoria-Warrenton Area Chamber of Commerce and commence payments for services provided for in this Agreement.

Item 6(e): Promote Astoria Funds – Agreement for Professional Services with Astoria Downtown Historic District (ADHDA) (Finance)

City Code Section 8.045.18 requires organizations receiving funds from the Promote Astoria Fund to enter into a contract with the City. An Agreement for Professional Services with the ADHDA is attached for Council consideration. It is recommended that Council approve execution of the Agreement for Professional Services with the Astoria Downtown Development Association in order to make the first payment as provided for in this Agreement.

Item 6(f): Authorization to Light the Astoria Column a Pink Hue for the Month of October in Recognition of Breast Cancer Awareness Month (Parks)

On February 18, 2014 the Astoria City Council gave direction to the Parks and Recreation Department to limit the use of colored lighting effects at the Astoria Column to twice a year when specifically authorized by the City Council. In partnership with Columbia Memorial Hospital and the Friends of the Astoria Column, the Parks and Recreation Department is requiring permission to change the lighting color on the Astoria Column for the 4th year to a pink hue for the month of October 2016 in recognition of Breast Cancer Awareness Month. This will be the second and final lighting of the Column for this calendar year. It is recommended that Council consider authorizing the change in lighting at the Astoria Column to a pink hue for the month of October 2016 in recognition of Breast Cancer Awareness Month.

REGULAR AGENDA ITEMS

Item 7(a): Ordinance Adopting Astoria Comprehensive Plan Amendment A16-03 to include the Parks and Recreation Comprehensive Master Plan (2nd reading & adoption) (Parks)

This proposed ordinance received its first reading at the July 5, 2016 Council meeting. The ordinance amends Comprehensive Plan Section CP.028.J pertaining to Background Plans and Studies and Comprehensive Plan Section CP.275.25 pertaining to Parks, Recreation, and Open Space Element. It is recommended that Council conduct a second reading and adopt the ordinance.

Item 7(b) Trestle and Track Inspection Maintenance – Contract Amendment #2 (Public Works)

The City of Astoria has approximately 4.7 miles of railroad track and 8 timber trestles formerly owned and operated by Burlington Northern Railroad from the Port of Astoria to Tongue Point. The Astoria Riverfront Trolley currently operates on approximately 3 miles of this track, and over 4 of the trestles. Due to the age of the railroad infrastructure, required maintenance has increasing rapidly.

Trestles are inspected yearly to ensure safety. Last fiscal year Council authorized a comprehensive inspection contract with OBEC to provide information necessary to maintain proper Trolley operation and plan future funding allocation. OBEC has recently provided a report with the following recommendations:

Table 1 – Trolley Infrastructure Maintenance Summary**		
Location	Immediate Maintenance Needs	Annual Maintenance Needs
Trestles West of 39 th Street (Active Trolley & River Trail)	\$276,000	\$233,000
Trestles East of 39 th Street (River Trail & occasional service equipment)	\$293,000	\$243,000
Track Maintenance West of 39 th Street	\$0	\$43,500
Totals =	\$569,000	\$519,500

**Costs shown in this table are based on information presented in Table 1 of the Special Inspection Report "Maintenance Needs and Associated Costs" and include contingency and design/construction engineering.

There are three options to consider when looking at balancing usability of the River Trail and Trolley with cost effective repairs.

1. No repairs are made. City continues funding minor repairs and inspection. This option is not recommended due to the negative effects on trolley operation and impacts to the infrastructure.
2. All immediate repairs be completed with plans to complete annual repairs. This option is not recommended due to cost.
3. A hybrid approach focusing available funding on maintaining structures and track west of 39th Street (active rail) and providing minimal repairs and frequent inspection to ensure safe operations. This is the recommended approach.

The hybrid approach would be completed prior to Trolley operations in 2017 at an estimated cost of \$319,500. Funding for immediate repairs is available in the Capital Improvement Fund; however, a more sustainable method of funding the on-going maintenance should be explored.

If Council wishes to pursue a hybrid repair approach, approval for a contingency task in OBEC's contract is needed for Trestle CAD Drawings. The estimated cost for this work is \$17,778 and is available in the Promote Astoria Fund.

Table 2 – Contract and Contingency Task Summary	
Task	Cost
Original Special Inspection Contract	\$37,067
Contingency Task 1 – 6 th & 14 th Street Park Inspection	\$9,963
Contingency Task 2 – Trestle CAD Drawings	\$17,778
Total =	\$64,808

It is recommended that City Council consider proceeding with a hybrid repair approach for the Trolley/River Trail trestles. It is also recommended that City Council authorize Contract Amendment #2 in the amount of \$17,778.

Item 7(c): Liquor License Application from Joshua Allison, dba Reach Break Brewing, Located at 1343 Duane Street for a New Outlet for a Brewery Public House License (Finance)

A liquor license application has been filed by Joshua Allison doing business as Reach Break Brewing, located at 1343 Duane Street, Astoria. The application is for a New Outlet for a Brewery Public House License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 7(d): Liquor License Application from Charles Holboke, dba Charlie's Chop House, Located at 1313 Marine Drive for a New Outlet for a Full On-Premises Sales Commercial Establishment License (Finance)

A liquor license application has been filed by Charles Holboke, doing business as Charlie's Chop House, located at 1313 Marine Drive for a New Outlet for a Full On-Premises Sales Commercial Establishment License. The appropriate departments have reviewed the application and it is recommended that Council consider approval.

Item 7(e): Resolution Supporting the City of Astoria's "Coast Guard City" Recertification Application (City Council)

The City of Astoria was originally designated as a Coast Guard City on May 1, 2011. In order to retain this designation, every five years the City is required to submit an application for recertification as a Coast Guard City. The application will be reviewed by the Coast Guard City Board in September 2016 and, if approved, the City's status will be renewed for another five year term. Jerry Ostermiller assembled the original application and is again assisting the City with this recertification process. It is recommended that Council adopt the resolution supporting the recertification application in order to retain its Coast Guard City status.



CITY OF ASTORIA

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July 8, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: AFFORDABLE HOUSING STRATEGY – PROGRESS REPORT

BACKGROUND

The City Council held a special work session on September 14 to discuss the Affordable Housing Study that was completed by the Community Development Department in support of the City Council's goal setting for FY 14-15/15-16. At the work session, staff presented background information, a Draft Problem Statement, case studies, and a range of short term and long term solutions to create more housing opportunities in Astoria. The City Council directed staff to study the options in more detail and bring potential solutions back for review as part of an overall housing strategy. On November 2, staff presented an affordable housing strategy based on comments received at the work session. Over the last six months, staff has implemented various aspects of the strategy.

DISCUSSION/ANALYSIS

Below is an update on each element of the affordable housing strategy that Council approved in November 2015.

- **Administrative:** *The Department will establish a vacant house registry to encourage turnover and blight removal. As staff investigates code complaints in the field, new observations will be added. Existing derelict buildings that are under investigation will also be added.*

COMPLETE: The registry has 13 “zombie” houses on the list with more being added each month as staff investigates complaints or verifies in the field. One of the houses (1142 Grand) is under contract and will be removed if the transaction is completed and/or building permits are issued for renovation. This is a very small percentage (<1%) of the overall housing inventory.

- *A new code enforcement officer position is being explored.*

In Progress: The Building Official/Code Enforcement Officer position is advertised and candidates are being interviewed in July. If an acceptable candidate is selected, the person could start in late August or September. Alternatively, staff is look at a new third party service provider that would administer the building codes and nuisance code enforcement.

- **Advocacy:** *Council can lobby through League of Oregon Cities (LOC) for more Federal Housing and Urban Development (HUD) funding, flexibility, and updates to income limits through Congressional delegation.*

In Progress: The Mayor and staff have met with a representative from Congresswoman Bonamicci's office to discuss housing policy. Staff has also met with Clatsop Community Action, Community Action Team, and the Northwest Housing Authority to explore advocacy opportunities. In partnership with the County, staff presented a list of policy options at a joint City/County meeting in Gearhart in March, but no direction was received as a result of this meeting.

Finally, staff attended a Housing Summit in Hood River in May that was organized by Portland State University where housing advocates discussed various methods for addressing the housing crisis in their respective communities.

- **Regulatory:** *Staff proposes an overhaul of the Development Code to allow more infill and redevelopment in existing neighborhoods. Provisions could include smaller lot sizes for single family and duplexes, accessory dwelling units in existing or new garages, less parking requirements for duplexes, and design standards to ensure compatibility with surrounding development patterns and architectural styles. In addition, the Department is reviewing the development review process and could include this as part of a larger package of code amendments for the streamlining project.*

In Progress: In January 2016, the Community Development Department initiated a code revision to address a lack of housing supply in the marketplace. Two sections, including Article 2 – Residential Use Zones & Article 3 – Accessory Dwelling Units of the Development Code, have been drafted and reviewed by the Planning Commission in two work sessions in February and March 2016. A public hearing that was scheduled and noticed in April 2015 was cancelled. In lieu of a hearing, a work session with public comment was held to ascertain neighborhood concerns. During the work session, few specific concerns were identified by the Planning Commission or the public in attendance so staff has not proposed any changes to the draft code amendments. Comments from some community members raised concerns that the proposed code amendments would affect neighborhood livability. Staff needs direction from Council before proceeding with the proposed code amendments. The next step in the review process is to schedule a public hearing with the Planning Commission for final review and recommendation to Council for consideration. See enclosed documents to review the proposed amendments.

- **Public-private partnerships:** *The City can immediately begin to work with local non-profit partners such as Community Action Team (CAT), Clatsop Community Action (CCA) and the Northwest Oregon Housing Authority (NOHA) to look for creative methods of providing affordable housing. As each organization develops its pipeline, the City can determine what role if any it can play to partner on a project. For example, the City property between Hilltop Apartments (owned by*

CCA) and Astoria Middle School could be flagged as a prime site and reserved for future housing. Other city-owned properties already zoned residential could also be disposed and leveraged for affordable housing.

In Progress: As mentioned before, staff has met with housing agency partners, but no projects have moved from the concept stage due to a lack of funding. If an agency partner is able to secure funding, City staff will entertain a partnership opportunity.

- *Regarding workforce housing, the City can partner with private owners to create more multi-family apartments, ADUs, and smaller houses with lower price points for service industry workers in or near the downtown. Renovation of buildings such as the Gunderson, Waldorf, and State Hotel are potential adaptive reuse projects. Finally, the former Central School and Blue Ridge sites are larger redevelopment areas ripe for a new mix of housing types.*

In Progress: Staff has met with a number of developers and property owners over the last six months. The properties identified above have unique challenges that make it difficult to develop. As a result, there has been little progress on these projects. The only area of Astoria that is seeing private sector interest is in the South Slope/Young's Bay area because more land is available at lower rates, but still offers good views and relative easy access to Warrenton and other neighborhoods in Astoria. However, no proposals have been received to date.

Although there is occasional interest in converting underutilized floors in downtown buildings, parking can be a challenge from a developer/financing perspective. In addition, the rents (i.e. cash flow) may not be high enough to make back the initial investment needed to bring the spaces up to current building codes. Some property owners do not want to take on the additional risk or property management responsibilities. Staff is looking for a candidate property owner to do a case study on this issue.

Finally, the Oregon Legislature passed SB 1533 that allows local governments to enact a workforce housing requirement for any project that exceeds 20 units of multi-family. Below is a summary from the League of Oregon Cities 2016 Legislative Session Summary of Bills:

SB 1533 will return two tools to cities to encourage the development of housing. First, the bill partially lifts the preemption on mandatory inclusionary housing requirements. A city may adopt a mandate that multifamily housing projects of more than 20 units must include affordable housing units. However, the city cannot require that more than 20 percent of the units be affordable. In addition, the city must provide financial offsets for the developer as proscribed in the bill. SB 1533 also clarifies that cities can work with developers to provide more units or lower the threshold for affordability through a voluntary inclusionary housing program.

Astoria could enact this provision in the Development Code. However, funding for such a program would need to be secured. A new program would require City Council review and approval.

- **Funding:** *Urban renewal funding and possibly the City’s revolving loan (“DQ Fund”) could be explored as a housing generator in the Astor West URD, as it has been in Astor East.* Potential sites could include the Uniontown Apartments (22 units) and older mixed use buildings with vacant apartments. The City could partner with NOHA to gap finance the rehabilitation of the exterior while NOHA renovates underutilized interior units. Staff will continue a dialogue with NOHA as part of the development of a larger Astor West Strategy (Council Goal FY 15-16). For future funding sources, the Council could consider the development of an “equity fund” in concert with the State, Community Development Financial Institutions such as Craft 3, local lending institutions, and larger employers who need workforce housing. *Astor Hotel was a housing preservation project and not a generator of new housing units.*

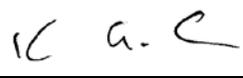
In Progress: The companion piece to SB 1533 allows local governments to adopt a “construction excise tax” to fund affordable housing investments. The City already collects a small percentage for the Astoria School District Construction Excise Tax so the administration of the fee would be similar. Below is an excerpt from the League of Oregon Cities 2016 Legislative Session Summary of Bills.

SB 1533 lifts the preemption on construction excise taxes (CET). However, the bill limits the rate of a residential CET to 1 percent of permit valuation, a number set at the state level. Residential CETs must be spent in a specific manner: 15 percent is remitted to the state for the home ownership assistance program; 50 percent must be spent on the same types of financial offsets as can be used for an inclusionary housing program; and the remaining 35 percent must be used for a locally determined affordable housing program. Any CET on industrial or commercial buildings is uncapped, and one-half of these funds must be used on a locally determined affordable housing program. The other half may be spent at the city’s discretion, provided it is outlined in the enacting ordinance.

Based on this summary, the amount of funding that could be generated would largely depend on the percentage assessed on commercial and industrial projects. The residential portion would generate less revenue based on the 1 percent cap. In reviewing FY 2015-16 building permit valuation for commercial/industrial projects, approximately \$220,000 would be generated based on a 1 percent rate whereas the residential would generate about \$30,000.

RECOMMENDATION

It is recommended that Council review and consider endorsement of the Affordable Housing Strategy. It is also requested that Council provide feedback on the Code amendments. If there are portions of the Code which Council has concerns, direction as to inclusion or removal should be provided prior to the Planning Commission hearing being rescheduled.

By: 
Kevin A. Cronin, Community Development Director

Attachment 1: A 16-02: Development Code Update

Affordable Housing Text Amendment

Number of related permits issued

- Number of variances issued for lot size or coverage standard: **122 since 2009**
- Number of ADUs permitted: **3**
- Number of code violations for illegal ADUs: **1 in 2009**
- Number of requests received for info on tiny homes: **5 phone calls or email inquiries**
- Number of permitted rowhouses: **20 townhomes @ Columbia Landing; 1 remodel of apartment building on Exchange St into four townhomes**

Zoning Matrix Overview: Existing v. Proposed Standard

Residential Zone/ Type	Existing Standard	Proposed Standard	Notes
<i>R-1: Low Density</i>			
SFR Lot Size	5,000	5,000	No change
Duplex	N/A	5,000	Conditional use
Townhouses	N/A	No change	Limited lots available
Height*	28 feet	No change	
<i>R-2: Medium Density</i>			
SFR Lot Size	5,000	4,500	Encourage partitions
Duplex	7,500	5,000	Encourage partitions
Multi-family	5,000 (1 st), 2,500 (2 nd ...)	5,000 (1 st), 1,000 (2 nd ...)	Up to 16 units/acre
Townhouses/Rowhouses	N/A	4,000 (1 st), 1,500 (2 nd ...)	Up to 16 units/acre
	28 feet	36 feet	Up to 3 stories
<i>R-3: High Density</i>			
SF Detached Lot Size	5,000	4,500	Encourage partitions
Duplex (Two Family)	7,500	5,000	Encourage partitions
Multi-family	5,000 (1 st), 1,500 (2 nd ...)	5,000 (1 st), 1,000 (2 nd ...)	26 units/acre
Townhouses/Rowhouses	N/A	4,000 (1 st), 1,000 (2 nd ...)	16 units/acre
Height	35 feet	42 feet	Up to 4 stories
ADUs	R-1 (CUP), R-2, & R-3	Outright in all R Zones	More flexibility with types and conversions
Townhouses	N/A	R-2 (CUP) & R-3	New building type
Rowhouses	N/A	R-2 (CUP) & R-3	New building type outside Mill Pond
<i>Short Term Rentals</i>			
Homestay Lodging	R-1 (CUP), R-2, R-3	No change	Owner occupied
Bed & Breakfast	R-2/R-3 CUP	No change	Owner or manager with breakfast meal served
Vacation Rental	None (Commercial Zones only)	No change	No owner occupied requirement

*Building story = 10' 6" per floor for multifamily

ARTICLE 2

USE ZONES

R-1: LOW DENSITY RESIDENTIAL ZONE

2.015. **PURPOSE.**

The purpose of the R-1 Zone is to provide an area of low density single-family dwellings, at an average density of eight (8) units per net acre, their accessory uses, and certain public uses. The policies of the Comprehensive Plan, applicable overlay zone standards, and the standards listed below, will be adhered to.

2.020. **USES PERMITTED OUTRIGHT.**

The following uses and their accessory uses permitted in an R-1 Zone if the Community Development Director determines that the uses will not violate standards referred to in Section 2.030 through 2.050, additional Development Code provisions, Comprehensive Plan, and other City laws:

1. Single-family dwelling.
2. *(Section 2.020.2 deleted by Ordinance 04-10, 11-1-04)*
3. Family day care center.
4. Home occupation, which satisfies requirements in Section 3.095.
5. *(Section 2.020.5 deleted by Ordinance 04-10, 11-1-04)*
6. Manufactured home. See Section 3.140.
7. Residential home.
8. Transportation facilities.
9. **Accessory Dwelling Unit.**
(Section 2.020.8 added by Ordinance 14-03, 4-21-14)

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City of Astoria
Development Code

R-1 Zone

2.025. CONDITIONAL USE PERMITTED.

The following uses and their accessory uses are permitted in an R-1 Zone if the Planning Commission, after a public hearing, determines that the location and development plans comply with applicable standards referred to in Sections 2.030 through 2.050, additional Development Code provisions, Comprehensive Plan, and other City laws:

1. Bed and breakfast, or inn.
2. Home Stay Lodging.
- ~~3. Congregate care facility.~~
3. Day care center.
4. Nursing home.
5. Public or semi-public use.
6. Temporary use meeting the requirements of Section 3.240.
7. ~~Accessory Dwelling Unit.~~
(Section 2.025.7 added by Ordinance 04-10, 11-1-04)
8. ~~Two-family (Duplex) Home Stay Lodging.~~
(Section 2.025.8 added by Ordinance 04-10, 11-1-04)

2.030. LOT SIZE.

Uses in an R-1 Zone which are part of a cluster development will comply with lot size requirements in Section 11.160. Other uses in an R-1 Zone will not violate the following requirements affecting lot size which are applicable to the particular use:

1. The minimum lot size for a single-family dwelling will be 5,000 square feet.
The minimum lot size for a duplex will be 5,000 square feet.
2. The minimum lot width for all uses will be 45 feet.
3. The minimum lot depth for all uses will be 90 feet.

2.035. YARDS.

The minimum yard requirements in an R-1 Zone will be as follows:

City of Astoria
Development Code

R-1 Zone

1. The minimum front yard will be 20 feet.
2. The minimum side yard will be five (5) feet, except on corner lots the side yard on the street side will be 15 feet.
3. The minimum rear yard will be 20 feet, except on corner lots the rear yard will be five (5) feet.

2.040. LOT COVERAGE.

Buildings will not cover more than 30 percent of the lot area.

2.045. HEIGHT OF STRUCTURES.

No structure will exceed a height of 28 feet above grade.

2.050. OTHER APPLICABLE USE STANDARDS.

1. All uses will comply with applicable access, parking, and loading standards in Article 7.
2. Conditional uses will meet the requirements in Article 11.
3. Signs will comply with requirements in Article 8.
4. All structures will have storm drainage facilities that are channeled into the public storm drainage system or a natural drainage system approved by the City Engineer. Developments affecting natural drainage shall be approved by the City Engineer.
5. Where new development is within 100 feet of a known landslide hazard, a site investigation report will be prepared by a registered geologist. Recommendations contained in the site report will be incorporated into the building plans.
6. All uses except those associated with single-family dwellings shall meet the landscaping requirements in Sections 3.105 through 3.120.
7. Density of congregate care facilities, which are designed for assisted living for the elderly or handicapped, shall conform to the density of multi-family developments in the R-2 Zone.

City of Astoria
Development Code

R-1 Zone

8. Outdoor lighting in residential areas shall be designed and placed so as not to cast glare into adjacent residential properties. The Community Development Director may require the shielding or removal of such lighting where it is determined that existing lighting is adversely affecting adjacent residences.
9. Only one Conditional Use listed in Section 2.025 shall be allowed in conjunction with other uses allowed as Outright under Section 2.020 or Conditional Uses under Section 2.025.

(Section 2.050.9 added by Ordinance 04-10, 11-1-04)

R-2: MEDIUM DENSITY RESIDENTIAL ZONE

2.060. PURPOSE.

The purpose of the R-2 Zone is to provide an area for medium density residential development, at a maximum density of 16 units per net acre including single-family dwellings and duplexes as outright uses and multi-family dwellings as a conditional use. The policies of the Comprehensive Plan, applicable overlay zone standards, and the standards listed below, will be adhered to.

2.065. USES PERMITTED OUTRIGHT.

The following uses and their accessory uses are permitted in the R-2 Zone if the Community Development Director determines that the uses will not violate standards referred to in Sections 2.075 through 2.095, additional Development Code provisions, Comprehensive Plan policies, and other City laws:

1. Single-family dwelling.
2. Two-family dwelling (Duplex).
3. Accessory dwelling unit.
(Section 2.065.3 amended by Ordinance 04-10, 11-1-04)
4. Family day care center.
5. Home occupation, which satisfies requirements in Section 3.095.
6. Home stay lodging.
7. Manufactured dwelling in approved park.
8. Manufactured home. See Section 3.140.
9. Residential home.
10. Transportation facilities.
(Section 2.065.10 added by Ordinance 14-03, 4-21-14)

City of Astoria
Development Code

R-2 Zone

2.070. CONDITIONAL USES PERMITTED.

The following uses and their accessory uses are permitted in the R-2 Zone if the Planning Commission, after a public hearing, determines the location and development plans comply with applicable standards referred in Sections 2.075 through 2.095, additional Development Code provisions, Comprehensive Plan policies, and other City laws:

1. Bed and breakfast, or inn.
2. Boarding or rooming house, or other group housing, not mentioned above.
3. Congregate care facility.
4. Day care center.
5. Manufactured dwelling park.
6. Multi-family dwelling.
7. ~~Rowhouses and townhouses~~
8. Nursing home.
- 8-9 Public or semi-public use.
- 9-10 Residential facility.
101. Restaurant as an accessory use to an Inn. See Section 3.230.
142. Temporary use meeting the requirements of Section 3.230.
123. Cluster development meeting the requirements of Section 11.160.

(Section 2.070.12 added by Ordinance 95-05)

2.075. LOT SIZE.

Uses in an R-2 Zone which are part of a cluster development will comply with lot size requirements in Section 11.160. Other uses in an R-2 Zone will not violate the following requirements affecting lot size which are applicable to the particular use:

1. The minimum lot size for a single-family dwelling will be ~~54,500~~ square feet. Manufactured dwellings in an approved park may meet the requirements set forth in Section 11.120.
2. The minimum lot size for a two-family dwelling will be ~~7,500~~ square feet.

City of Astoria
Development Code

R-2 Zone

3. ~~The minimum lot size for rowhouses and townhouses will be 4,000 square feet for the first unit and 1,000 square feet per unit thereafter up to six units per 10,000 square feet or 16 units per acre.~~—
4. The minimum lot size for a multi-family dwelling will be 5,000 square feet for the first unit plus ~~2,500~~ 1,000 square feet for each dwelling unit in excess of one. The maximum units will be determined by lot coverage and height standard up to 16 units per net acre.
4. The minimum lot width will be 45 feet.
5. The minimum lot depth will be 90 feet.

2.080. YARDS.

Uses in the R-2 Zone which are part of a cluster development will comply with the yard requirements in Section 11.160. Other uses in the R-2 Zone will comply with the following requirements:

A. The minimum yard requirements in an R-2 Zone will be as follows:

1. The minimum front yard will be ~~21~~ 21 feet. Zero lot line will also be considered if the predominant development pattern in the neighborhood includes zero lot line or setbacks of 5 feet or less.
2. The minimum side yard will be five (5) feet, except on corner lots the side yard on the street side will be 15 feet.
3. The minimum rear yard will be 15 feet, except on corner lots the rear yard will be five (5) feet.

B. For minimum yard requirements in a manufactured dwelling park, refer to 11.120.

(Section 2.080 amended by Ordinance 95-05)

2.085. LOT COVERAGE.

Buildings will not cover more than ~~45~~ 45 percent of the lot area.

2.090. HEIGHT OF STRUCTURES.

No structure will exceed a height of ~~28~~ 36 feet above grade.

City of Astoria
Development Code

R-2 Zone

2.095. OTHER APPLICABLE USE STANDARDS.

1. All uses will comply with applicable access, parking, and loading standards in Article 7.
2. Conditional uses will meet the requirements in Article 11.
3. Signs will comply with requirements in Article 8.
4. All structures will have storm drainage facilities that are channeled into the public storm drainage system or a natural drainage system approved by the City Engineer. Developments affecting natural drainage shall be approved by the City Engineer.
5. Where new development is within 100 feet of a known landslide hazard, a site investigation report will be prepared by a registered geologist. Recommendations contained in the site report will be incorporated into the building plans.
6. All uses except those associated with single-family and two-family dwellings shall meet the landscaping requirements in Sections 3.105 through 3.120.
7. Density of congregate care facilities, which are designed for assisted living for the elderly or handicapped, shall conform to the density of multi-family developments in the zone in which such development is located.
8. Outdoor lighting in residential areas shall be designed and placed so as not to cast glare into adjacent residential properties. The Community Development Director may require the shielding or removal of such lighting where it is determined that existing lighting is adversely affecting adjacent residences.
9. Group Housing.
 - a. Density.

Group housing resident density is limited to two (2) residents per 1,000 square feet of total gross floor area. Residents include all people living at the site, including those who provide support services, building maintenance, care, supervision, etc. People who only work at the site under a valid Home Occupation Permit (see Section 3.095) are not considered residents. Maximum number of residents per site is limited to 15. Usable outdoor area shall be provided at a ratio of 50 square feet per resident.
 - b. Parking.

City of Astoria
Development Code

R-2 Zone

Where the Community Development Director determines that a group housing facility may require parking in excess of that provided for staff persons, a parking area of sufficient size to provide for anticipated needs shall be provided.

(Adopted 10-8-92)

R-3: HIGH DENSITY RESIDENTIAL ZONE

2.150. PURPOSE.

The purpose of the R-3 Zone is to provide an area for high density residential development not exceeding an average density of 26 units per net acre, accessory uses, and certain public uses. The policies of the Comprehensive Plan, applicable overlay zone standards, and the standards listed below, will be adhered to.

2.155. USES PERMITTED OUTRIGHT.

The following uses and their accessory uses permitted in the R-3 Zone if the Community Development Director determines that the uses will not violate standards referred to in Section 2.165 through 2.185, additional Development Code provisions, Comprehensive Plan policies, and other City laws:

1. Single-family dwelling.

2. Two-family dwelling (Duplex).

3. Rowhouses and townhouses

34. Multi-family dwelling.

45. Accessory dwelling unit.

(Section 2.155.4 amended by Ordinance 04-10, 11-1-04)

56. Family day care center.

67. Home occupation, which satisfies requirements in Section 3.095.

78. Home stay lodging.

89. Manufactured dwelling in an approved park.

910. Manufactured home. See Section 3.140.

101. Residential facility or residential home.

12. Transportation facilities.
(Section 2.155 added by Ordinance 14-03, 4-21-14)

2.160. CONDITIONAL USE PERMITTED.

The following uses and their accessory uses are permitted in the R-3 Zone if the Planning Commission, after a public hearing, determines that the location and development plans comply with applicable standards referred to in Sections 2.165 through 2.185, additional Development Code provisions, Comprehensive Plan policies, and other City laws:

1. Bed and breakfast, or inn.
2. Boarding or rooming house, or other group housing, not mentioned above.
3. Congregate care facility.
4. Day care center.
5. Manufactured dwelling park.
6. Nursing home.
7. Public or semi-public use.
9. Restaurant as an accessory use to an Inn. See Section 3.230.
10. Temporary use meeting the requirements of Section 3.240.
11. Cluster development meeting the requirements of Section 11.160.

(Section 2.160.11 added by Ordinance 95-05)

2.165. LOT SIZE.

Uses in an R-3 Zone which are part of a cluster development will comply with lot size requirements in Section 11.160. Other uses in an R-3 Zone will not violate the following requirements affecting lot size which are applicable to the particular use:

1. The minimum lot size for a single-family dwelling will be 54,500 square feet. Manufactured dwellings in an approved park may meet the requirements set forth in 11.120.
2. The minimum lot size for a two-family dwelling will be 65,500 square feet.
3. The minimum lot size for rowhouses and townhouses will be 4,000 square feet for the first unit and 1,000 square feet per unit thereafter up to seven units per 10,000 square feet or 16 units per acre.

City of Astoria
Development Code

R-3 Zone

- ~~34.~~ The minimum lot size for a multi-family dwelling will be 5,000 square feet for the first unit plus 1,~~5000~~ square feet for each unit in excess of one up to 26 units per acre.
- ~~45.~~ The minimum lot width will be 45 feet.
- ~~56.~~ The minimum lot depth will be 90 feet.

2.170. YARDS.

Uses in the R-3 Zone which are part of a cluster development will comply with the yard requirements in Section 11.160. Other uses in the R-3 Zone will comply with the following requirements:

A. The minimum yard requirements in an R-3 Zone will be as follows:

- 1. The minimum front yard will be 20 feet. Zero lot lines will be considered if the predominant development pattern in the neighborhood includes no setbacks or setbacks of five feet or less.
- 2. The minimum side yard will be five (5) feet, except on corner lots the side yard on the street side will be 15 feet.
- 3. The minimum rear yard will be 15 feet, except on corner lots the rear yard will be five (5) feet.

B. For minimum yard requirements in a manufactured dwelling park, refer to 11.120.

(Section 2.170 amended by Ordinance 95-05)

2.175. LOT COVERAGE.

Buildings will not cover more than ~~560~~ percent of the lot area. Lot coverage can exceed 60 percent if a proposed multi-family or rowhouse or townhouse project is located within ¼ mile of a city park and public transit service.

2.180. HEIGHT OF STRUCTURES.

No structure will exceed a height of ~~3542~~ feet above grade.

2.185. OTHER APPLICABLE USE STANDARDS.

City of Astoria
Development Code

R-3 Zone

1. All uses will comply with applicable access, parking, and loading standards in Article 7.
2. Conditional uses will meet the requirements in Article 11.
3. Signs will comply with requirements in Article 8.
4. All structures will have storm drainage facilities that are channeled into the public storm drainage system or a natural drainage system approved by the City Engineer. Developments affecting natural drainage shall be approved by the City Engineer.
5. Where new development is within 100 feet of a known landslide hazard, a site investigation report will be prepared by a registered geologist. Recommendations contained in the site report will be incorporated into the building plans.
6. All uses except those associated with single-family and two-family dwellings shall meet the landscaping requirements in Sections 3.105 through 3.120.
7. Density of congregate care facilities, which are designed for assisted living for the elderly or handicapped, shall conform to the density of multi-family developments in the zone in which such development is located.
8. Outdoor lighting in residential areas shall be designed and placed so as not to cast glare into adjacent residential properties. The Community Development Director may require the shielding or removal of such lighting where it is determined that existing lighting is adversely affecting adjacent residences.
9. For uses located within the Astor-East Urban Renewal District, refer to the Urban Renewal Plan for additional standards.
10. Group Housing.
 - a. Density.

Group housing resident density is limited to two (2) residents per 1,000 square feet of total gross floor area. Residents include all people living at the site, including those who provide support services, building maintenance, care, supervision, etc. People who only work at the site under a valid Home Occupation Permit (see Section 3.095) are not considered residents. Maximum number of residents per site is limited to 15. Usable outdoor area shall be provided at a ratio of 50 square feet per resident.
 - b. Parking.

Where the Community Development Director determines that a group housing facility may require parking in excess of that provided for staff persons, a parking area of sufficient size to provide for anticipated needs shall be provided.

C-1: NEIGHBORHOOD COMMERCIAL ZONE

2.300. PURPOSE.

This zone is intended to be a restricted commercial district which is designed to meet limited commercial needs. Uses allowed are primarily those which provide convenience goods or frequently used services. Large business operations, strip development, and close proximity to other commercial areas is not desired. The zone should have access to an arterial or a collector street.

2.305. USES PERMITTED OUTRIGHT.

The following uses and their accessory uses are permitted in the C-1 Zone if the Community Development Director determines that the uses will not violate standards referred to in Sections 2.315 through 2.335, additional Development Code provisions, the Comprehensive Plan, and other City laws:

1. Dwelling as an accessory use to a Use Permitted Outright or a Conditional Use or dwellings located above permitted or conditional commercial uses.
2. Day care center.
3. Family day care center in existing dwelling.
4. Home occupation in existing dwelling.
5. Personal service establishment.
6. Professional service establishment.
7. Repair service establishment not exceeding 3,000 square feet gross floor area.
8. Retail sales establishment not exceeding 3,000 square feet gross floor area.
9. Transportation facilities.

City of Astoria
Development Code

C-1 Zone

(Section 2.305.9 added by Ordinance 14-03, 4-21-14)

2.310. CONDITIONAL USES PERMITTED.

The following uses and their accessory uses are permitted in a C-1 Zone if the Planning Commission, after a public hearing, determines that the location and development plans comply with applicable standards referred to in Sections 2.315 through 2.335, additional Development Code provisions, the Comprehensive Plan, and other City laws:

1. Automotive service establishment.
2. Eating establishment without drive-through facilities, not exceeding 40 seats.
3. Public or semi-public use.
4. Temporary use meeting the requirements of Section 3.240.

2.315 YARDS.

The minimum yard depth for portions of the property abutting a Residential Zone or public right-of-way will be 15 feet.

2.320. LOT COVERAGE.

Buildings will not cover more than 60 percent of the lot area.

2.325. LANDSCAPED OPEN AREA.

A minimum of 20 percent of the total lot area will be maintained as a landscaped open area.

2.330. HEIGHT OF STRUCTURES.

No structure will exceed a height of 35 feet above grade.

2.335. OTHER APPLICABLE USE STANDARDS.

1. Landscaping shall meet the requirements of Sections 3.105 through 3.120.
2. When a commercial use in a C-1 Zone abuts a lot in a residential zone there will be an attractively designed and maintained buffer of at least five (5) feet in width, which can be in the form of hedges, fencing, or walls.

City of Astoria
Development Code

C-1 Zone

2. Outdoor storage areas will be enclosed by appropriate hedges, fencing or walls, and will not exceed 100 square feet.
3. Where feasible, joint access points and parking facilities for more than one use should be provided.
4. All uses will comply with applicable access, parking, and loading standards in Article 7.
5. Conditional Uses will meet the requirements in Article 11.
6. Signs will comply with requirements in Article 8.
7. All structures will have storm drainage facilities that are channeled into the public storm drainage system or a natural drainage system approved by the City Engineer. Developments affecting natural drainage shall be approved by the City Engineer.
8. Where new development is within 100 feet of a known landslide hazard, a site investigation report will be prepared by a registered geologist. Recommendations contained in the site report will be incorporated into the building plans.

C-3: GENERAL COMMERCIAL ZONE

2.385. PURPOSE.

This zone is primarily for a wide range of commercial businesses, including most of those allowed in other commercial zones. Compared to the C-4 Zone, the C-3 Zone is more appropriate for -uses requiring a high degree of accessibility to vehicular traffic, low intensity uses on large tracts of land, most repair services, and small warehousing and wholesaling operations. Unlike the C-4 Zone, there are maximum lot coverage, landscaping, and off-street parking requirements for all uses.

2.390. USES PERMITTED OUTRIGHT.

The following uses and their accessory uses are permitted in a C-3 Zone if the Community Development Director determines that the uses will not violate standards referred to in Sections 2.400 through 2.415, additional Development Code provisions, the Comprehensive Plan, and other City laws:

1. Business service establishment.
2. Commercial laundry or dry cleaning establishment.
3. Commercial or public off-street parking lot.
4. Communication service establishment.
5. Construction service establishment.
6. Eating and drinking establishment.
7. Educational service establishment.
8. Family day care center in single-family, two-family, or multi-family dwelling.
9. Home occupation in existing dwelling.
10. Motel, hotel, bed and breakfast, inn, or other tourist lodging facility and associated uses.
11. A standalone Mmulti-family dwelling or above permitted or conditional commercial uses.

City of Astoria
Development Code

C-3 Zone

12. Personal service establishment.
13. Professional service establishment.
14. Public or semi-public use.
15. Repair service establishment, not including automotive, heavy equipment, or other major repair services.
16. Residential facility.
17. Retail sales establishment.
18. Single-family and two-family dwelling in a new or existing structure:
 - a. Located above or below the first floor with commercial facilities on the first floor of the structure.
 - b. Located in the rear of the first floor with commercial facilities in the front portion of the structure.

(Section 2.390.18.b added by Ordinance 11-08, 7-5-11)

(Section 2.390(18) amended by Ordinance 00-08, 9-6-00)
19. Transportation service establishment.
20. Conference Center.
(Section 2.390(20) added by Ordinance 94-06, 6-6-94)
21. Indoor family entertainment or recreation establishment.
(Section 2.390(21) added by Ordinance 98-01, 1-5-98)
22. Transportation facilities.
(Section 2.390.22 added by Ordinance 14-03, 4-21-14)

2.395. CONDITIONAL USES PERMITTED.

The following uses and their accessory uses are permitted in a C-3 Zone if the Planning Commission, after a public hearing, determines that the location and development plans comply with applicable standards referred to in Sections 2.400 through 2.415, additional Development Code provisions, the Comprehensive Plan, and other City laws:

1. Animal hospital or kennel.

City of Astoria
Development Code

C-3 Zone

2. Automotive sales or service establishment.
3. Day care center.
4. Gasoline service station.
5. Hospital.
6. *(Section 2.395(6) deleted by Ordinance 98-01, 1-5-98)*
7. Light Manufacturing.
8. Recycling establishment.
9. Repair service establishment not allowed as an Outright Use.
10. Temporary use meeting the requirements of Sections 3.240.
11. Wholesale trade or warehouse establishment.

2.400. LOT COVERAGE.

Buildings will not cover more than 90 percent of the lot area.

2.405. LANDSCAPED OPEN AREA.

A minimum of 10 percent of the total lot area will be maintained as a landscaped open area.

2.410. HEIGHT OF STRUCTURES.

No structure will exceed a height of 45 feet above grade.

2.415. OTHER APPLICABLE USE STANDARDS.

1. Landscaping shall meet the requirements of Sections 3.105 through 3.120.
2. When a commercial use in a C-3 Zone abuts a lot in a residential zone, there will be an attractively designed and maintained buffer of at least five (5) feet in width, which can be in the form of hedges, fencing, or walls.

City of Astoria
Development Code

C-3 Zone

3. Outdoor storage areas will be enclosed by appropriate vegetation, fencing, or walls. This requirement does not apply to outdoor retail sales areas.
4. Where feasible, joint access points and parking facilities for more than one use should be established. This standard does not apply to multi-family residential developments.
5. All uses will comply with access, parking, and loading standards in Article 7.
6. Conditional uses will meet the requirements in Article 11.
7. Signs will comply with requirements in Article 8.
8. All structures will have storm drainage facilities that are channeled into the public storm drainage system or a natural drainage system approved by the City Engineer. Developments affecting natural drainage shall be approved by the City Engineer.
9. Where new development is within 100 feet of a known landslide hazard, a site investigation report will be prepared by a registered geologist. Recommendations contained in the site report will be incorporated into the building plans.
10. For uses located within the Astor-East Urban Renewal District, refer to the Urban Renewal Plan for additional standards.

C-4: CENTRAL COMMERCIAL ZONE

2.425. **PURPOSE.**

This zone is intended to be the commercial center of the Astoria urban area. It is designed to serve as the focal point for retail trade, services, professional, financial, and governmental activities. The uses permitted are intended to be compatible with the locale's pedestrian orientation and, as a result, off-street parking is not required. The district is not suitable for low intensity uses requiring large tracts of land, warehouses, wholesale establishments, and other uses which would detract from the purpose or character of the area.

2.430. **USES PERMITTED OUTRIGHT.**

The following uses and their accessory uses are permitted in a C-4 Zone as an outright use if the Community Development Director determines that the use will not violate standards referred to in Sections 2.440 through 2.445, additional Development Code provisions, the Comprehensive Plan, and other City laws:

1. Business service establishment.
2. Commercial laundry or dry cleaning establishment.
3. Commercial or public off-street parking lot.
4. Communication service establishment.
5. Eating and drinking establishment without drive-thru facilities.
6. Education service establishment.
7. Family day care center in existing dwelling.
8. Home occupation in existing dwelling.
9. Personal service establishment.
10. Professional service establishment.
11. Public or semi-public use.
12. Repair service establishment, not including automotive, heavy equipment, or other major repair service.
13. Residential home, located above the first floor, with commercial facilities on the first floor of existing structure.

City of Astoria
Development Code

C-4 Zone

14. Retail sales establishment.
15. Single-family and two-family dwelling, located above, ~~or~~ below, or at the rear of the first floor, with commercial facilities on the first floor of existing structure. (Section 2.435(15) amended by Ordinance 93-15, 12-20-93)
- ~~16. Multi-family dwelling, located above the first floor, with commercial facilities on the first floor.~~
- ~~167. Studio for artists.~~
- ~~178. Transportation facilities.
(Section 2.430.17 added by Ordinance 14-03, 4-21-14)~~

2.435. CONDITIONAL USES PERMITTED.

The following uses and their accessory uses are permitted in a C-4 Zone as a conditional use if the Planning Commission, after a public hearing, determines that the location and development plans comply with applicable standards referred to in Sections 2.440 through 2.445, additional Development Code provisions, the Comprehensive Plan, and other City laws:

1. Day care center.
2. Indoor family entertainment or recreation establishment.
3. Light manufacturing.
4. Motel, hotel, bed and breakfast, inn or other tourist lodging facility, and associated uses.
- ~~5. Multi-family dwelling, located above the first floor, with commercial facilities on the first floor.~~
6. Recycling establishment.
7. Residential facility, located above the first floor, with commercial facilities on the first floor.
8. Temporary use meeting the requirements of Sections 3.240.
9. Transportation service establishment.
10. Wholesale trade, warehouse, mini-storage, or distribution establishment (see Section 11.170).

11. Conference Center.

(Section 2.435(11) added by Ordinance 94-06, 6-6-94)

2.440. HEIGHT OF STRUCTURES.

No structure will exceed a height of ~~45~~55 feet above grade.

2.445. OTHER APPLICABLE USE STANDARDS.

1. Drive-in purchase or service facilities which make it possible for a person to transact business from a vehicle are not allowed for uses permitted in this zone, unless the facilities are in conjunction with a financial institution.
2. Outdoor sales and/or service areas over 100 square feet in size are not permitted in this zone, except for restaurants.
3. When a commercial use in a C-4 Zone abuts a lot in a residential zone, there will be an attractively designed and maintained buffer of at least five (5) feet in width, which can be in the form of hedges, fencing, or walls.
4. Outdoor storage areas will be enclosed by suitable hedges, fencing, or walls and will not exceed 100 square feet in size.
5. Indoor storage will not be the principal use of property.
6. All uses with access, parking, or loading areas will comply with standards in Article 7.
7. Conditional Uses will meet the requirements in Article 11.
8. Signs will comply with requirements in Article 8.
9. All structures will have storm drainage facilities that are channeled into the public storm drainage system or a natural drainage system approved by the City Engineer. Developments affecting natural drainage shall be approved by the City Engineer.
10. Where new development is within 100 feet of a known landslide hazard, a site investigation report will be prepared by a registered geologist. Recommendations contained in the site report will be incorporated into the building plans.

City of Astoria
Development Code

C-4 Zone

11. For uses located within the Astor-East Urban Renewal District, refer to the Urban Renewal Plan for additional standards.

(Adopted 10-8-92)

City of Astoria
Development Code

(Adopted 10-8-92)

Article 2 – Page 25

3.020. ACCESSORY DWELLING UNITS (ADUs).

A. Purpose.

The purpose of this Section is to promote more efficient use of large, older homes; provide more affordable housing; allow individuals and smaller households to retain large, older houses as residences; and maintain the single-family character of the house and neighborhood.

B. Standards.

1. Size.

a. Primary Structure.

A house with an Accessory Dwelling Unit must have at least 1,400 square feet of floor area prior to creation of the Accessory Dwelling Unit. The floor area of the garage or other non-living space, such as an unfinished basement, may not be used in the calculation of the total square footage. ~~Any finished area used to determine floor area of the primary unit must have been completed at least ten years prior to the application for an Accessory Dwelling Unit. This date shall be determined by proof to be submitted by the applicant, such as the final inspection report date of a building permit.~~

b. Accessory Dwelling Unit.

An Accessory Dwelling Unit shall not exceed 40% of the primary structure or 800 square feet in size, whichever is smaller.

2. Creation of the Unit.

a. The Accessory Dwelling Unit may be created only through an internal conversion of an existing living area, basement, attic, other existing attached accessory buildings, or areas over and within attached or detached garages. ~~Accessory Dwelling Units shall not be permitted in structures detached from the primary residence, including but not limited to guest cottages, detached garages, or workshops.~~

b. To differentiate an Accessory Dwelling Unit from a two-family dwelling, all utilities such as water, electric, or gas, shall remain as single service utilities. -The Accessory Dwelling Unit shall not have its own utility services, except if the separate services existed prior to January 1, 2004. This does not apply to utilities providing

service to communication devices such as telephone, television, and other communication devices.

- c. An Accessory Dwelling Unit shall be subordinate to the existing single-family dwelling and may not be subdivided or otherwise segregated in ownership from the primary residence structure.

d. Tiny Homes: A tiny home as defined in Section 1.400 may be located on a single family lot and treated as an accessory dwelling unit. A tiny home must be mounted on a foundation, anchored to the foundation with hurricane straps, tie-downs or other engineered measures to withstand wind load, and hooked up to city utilities.

3. Location of Entrances for Main House.

In addition to the main entrance, one entrance to the house for the ADU may be located on the side or rear of the house. An additional entrance shall not alter the appearance in such a way that the structure appears to be a two-family dwelling, unless the house contained additional front doors prior to the conversion.

4. Zones in Which Permitted.

Accessory Dwelling Units are permitted outright allowed as an accessory use to any existing single-family dwelling in all zones. Construction of new single family units with ADUs are also allowed and encouraged.

5. Owner Occupancy.

- a. The property owner shall occupy either the principal unit or the Accessory Dwelling Unit as their permanent primary residence, and at no time receive rent for the owner-occupied unit.
- b. The property owner shall provide a covenant or deed restriction in a form acceptable to the City and suitable for recording with the County, providing notice to future owners of the subject lot that the existence of the Accessory Dwelling Unit is predicated upon the occupancy of either the Accessory Dwelling Unit or the principal dwelling unit by the property owner.

6. Lot Size.

A home with an Accessory Dwelling Unit in the R-1 Zone (Low Density Residential) shall be located on a minimum lot size of 5,00 square feet as required in Article 2. ~~There is no minimum lot size for other zones.~~

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7. Off-Street Parking Requirements.

In addition to the two spaces required for the primary unit, the Accessory Dwelling Unit shall have one additional off-street parking space. If on street parking is available on a city street, one space may be credited to the requirement of three total spaces.

8. ~~Age of Home.~~

~~An Accessory Dwelling Unit may be allowed in homes originally constructed a minimum of 50 years prior to the application for the Accessory Dwelling Unit.~~

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C. Permits.

1. Permit Required.

A Type I permit is required for the establishment of an Accessory Dwelling Unit. The property owner shall submit an application to the Community Development Department on a form provided by the City.

2. Expiration of Permit.

An Accessory Dwelling Unit permit shall automatically expire if any of the following occurs:

- a. The Accessory Dwelling Unit is substantially altered and is no longer in conformance with the plans as approved by the Astoria Planning Commission, Community Development Director, and/or the Building Official; or
- b. The subject lot ceases to provide the approved number of parking spaces; or
- c. The property owner ceases to reside in either the principal or the Accessory Dwelling Unit.

D. Non-conforming Accessory Dwelling Units.

1. The portion of a single-family dwelling which meets the definition of Accessory Dwelling Unit which was in existence prior to January 1, 2004, may continue in existence provided the following requirements are met:

- a. An application for an Accessory Dwelling Unit is submitted to the Community Development Department for review.

- b. The Accessory Dwelling Unit complies with the minimum requirements of the Building Codes as adopted by the City of Astoria.
 - c. The Accessory Dwelling Unit complies with the requirements of this Section 3.020 concerning "Accessory Dwelling Units".
2. The Community Development Director may approve a permit submitted for a non-conforming unit that does not meet all of the above requirements, except those relative to building code requirements, as follows:
- a. The permit review shall be in accordance with Article 9 concerning Type II administrative decisions. The Community Development Department shall notify property owners of record in accordance with 9.010 to 9.020 at least twenty (20) days prior to the issuance of a permit for a Non-conforming Accessory Dwelling Unit. The notice shall set forth the standards required and the nature of the non-conformity.
 - b. Permits for a Non-conforming Accessory Dwelling Unit may be issued after the notice period by the Community Development Director where the Director has made written findings as follows:
 - 1) That full compliance would be impractical; -and
 - 2) That neither present nor anticipated future use of the unit reasonably require strict or literal interpretation and enforcement of the requirements of this code; and
 - 3) That the granting of the permit will not create a safety hazard.
3. A decision of the Community Development Director may be appealed to the Planning Commission in accordance with 9.040.

(Section 3.020 Added by Ordinance 04-10, 11/1/04)

Additions to Definitions Section of Development Code

Article 1: Section 1.400

Tiny Home: An accessory dwelling unit that is less than 500 square feet, a manufactured dwelling constructed off site according to Section 1.400, and either certified by HUD manufactured dwelling standards for permanent living or through

Comment [KC1]: Proposed additions to the Development Code require additions to the definition section.

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Recreation Vehicle Industry Association safety standards for temporary living. A minimum of 150 square feet per occupant shall be required up to two occupants maximum per tiny home.

Townhouse: One of a continuous row of dwellings having at least three distinct, architectural features and style, such as color, form, and massing, having at least one common wall with its neighbor and on a fee simple lot per unit.

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CITY OF ASTORIA
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PROCLAMATION

WHEREAS, the Doughboy Monument, also known as the Astoria Victory Monument and Soldier's Monument, was constructed in Astoria, Oregon in 1926; and

WHEREAS, the memorial was a project lead by the Clatsop Post of the American Legion during the sesquicentennial of the American Revolution to honor the World I soldiers from Clatsop County; and

WHEREAS, a bronze cast statue entitled "Doughboy Over the Top at Cantigny" depicting America's first victory in World War I was created by American sculptor John Paulding and is mounted on top of a concrete Spanish Revival monument designed by Charles T. Diamond; and

WHEREAS, the location of the monument was chosen because it was the focal business and cultural intersection of Uniontown; and

WHEREAS, the monument was dedicated on July 21, 1926 in the City of Astoria and will be rededicated upon its 90th anniversary occurring on July 21, 2016; and

WHEREAS, the structure was recognized individually by the National Register of Historic Places on November 15, 1984 and as part of the Uniontown-Alameda Historic District on August 25, 1988.

NOW, THEREFORE, I, Arline LaMear, Mayor of Astoria, do hereby proclaim July 21, 2016 as

THE 90TH ANNIVERSARY AND REDEDICATION OF THE DOUGHBOY MONUMENT

and invite all citizens to join in the celebration that will be held on Saturday, July 23, 2016, at 3:00 p.m., at the Doughboy Monument.

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Astoria to be affixed this 18th day of July, 2016.

Mayor

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

Councilors Present: Nemlowill (via telephone), Herzig, Price, and Mayor Pro Tem Warr

Councilors Excused: Mayor LaMear

Staff Present: City Manager Estes, Community Development Director Cronin, Planner Ferber, Parks and Recreation Director Cosby, Finance Director Brooks, Fire Chief Ames, Police Chief Johnston, Library Director Tucker, Public Works Director Cook, City Engineer Jeff Harrington and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COUNCILORS

Item 3(a): Councilor Nemlowill reported that the Founder and Chief Executive Officer of Craft3, John Berdes, was a friend and mentor who did so much to capitalize the Astoria renaissance. She expressed her deepest condolences to his family and colleagues. She reported that she heard positive feedback from Staff and the community about Parks Maintenance Supervisor Jonah Dart-McLean. The vast properties and facilities managed by the Parks Department makes his job tough. Mr. Dart-McLean deserves praise for doing such a great job. She also thanked the members of the Parks and Recreation Master Plan Citizens Advisory Committee. Each individual brought an important perspective and she hoped the Plan would ease some of the challenges at the Parks Department. The instructors and students of the Clatsop Community College Historic Preservation class did an amazing job leveraging a small amount of grant funds to restore the century old stained glass window at the Ocean View Cemetery Mausoleum. She hoped the City could work with the students more in the future.

Item 3(b): Councilor Herzig reported that he participated in a Red Cross shelter training last weekend. The First United Methodist Church is a designated Red Cross shelter and the training reviewed what would happen if a shelter were to open at the church. While the shelter is in Astoria, the trailer that contains all of the materials and supplies is parked in Warrenton. He had suggested the trailer be parked at the middle school, where other caches have been organized. On Friday, June 24th, he would participate in the Library's after hours program at 6:00 pm, discussing how cultural attitudes towards women informs attitudes towards the LGBTQ population. The event is free and open to the public. His next Meet the Councilor event will be on Saturday, June 25th at noon in the Flag Room of the library.

Item 3(c): Councilor Price reported that only three people attended her last salonical and she thanked the two who were in the audience. The timing was bad as the Lower Columbia Preservation Society meeting, Scandinavian Festival, Astoria Music Festival, and a few other events occurred at the same time. She appreciated the thanks Councilor Nemlowill gave to important members of society and said she would miss Mr. Berdes.

Item 3(d): Mayor Pro Tem Warr said Mr. Berdes was amazing at finding solutions where none seemed to exist. He was a great asset to the community and Craft3. He called for a moment of silence in honor of Mr. Berdes.

CHANGES TO AGENDA

City Manager Estes requested the addition of Regular Agenda Item 7(d): Authorization to Solicit Proposals for a Fuel System Replacement. The agenda was approved with changes.

PRESENTATIONS

Item 5(a): Ocean View Cemetery New GIS Online System

Parks Department staff will update the City Council regarding the status of the new GIS online system for Ocean View Cemetery.

Director Cosby reviewed Staff's efforts to improve the functionality and management of the cemetery, which led to the new GIS system that allows for better identification of the location of gravesites. She described the implementation of the system and the information included in the system. Recreation Coordinator Terra Patterson demonstrated how to access and use the GIS system via the City's website.

Mayor Pro Tem Warr noted that his business is associated with the cemetery and he has used the new GIS system. The system has been a great tool for him and it would also be a good tool for people trying to find loved ones.

Director Cosby confirmed the original records would be archived, likely in the basement of City Hall or at the library.

Councilor Herzig thanked the volunteers who helped input data into the system.

Item 5(b): Bear Creek Dam Seismic Study Results

The City of Astoria's Bear Creek Dam is a 90-foot high concrete gravity dam built in 1912 and raised in 1953. The Oregon Water Resources Department (OWRD) has classified the Dam as a high hazard dam due to the dam's proximity to human population areas downstream. The classification is not a result of the dam's age or condition, but the age and current condition does affect the possibility of failure during a significant seismic event.

In early 2013, the OWRD determined that the City should initiate a seismic failure analysis. A previous study performed 20 years ago did not include sufficient information to determine the actual risk of failure as a result of a Cascadia Subduction Zone earthquake. In September 2013, City Council authorized a contract with Cornforth for the first phase of a geotechnical engineering analyses. This work was completed in March of 2014. The analyses found that geologic conditions were better than previously assumed.

In October 2014, Council authorized an additional contract with Cornforth Consultants for Phase 2 of the study. Phase 2 included the "Seismic Failure Analysis." Their evaluation was completed and the results summarized in a draft report dated June 2015. The evaluation identified uncertainties in foundation conditions of the right (east) abutment that have a large impact on the dam's factor of safety against sliding. In order to address this, the consultant performed an additional geotechnical investigation and the results were favorable. Based on these results, it is anticipated that the State will not require any structural modifications to the dam structure. There will be some additional work at the water system headworks to prevent future dam overtopping events but the costs of these improvements are small compared to the costs that would have been associated with a seismic retrofit of the dam structure. Future projects consist of repair to the main drainage piping for the dam, a probable maximum flow study for the watershed, and a possible future overflow weir to the east of the Bear Creek Reservoir. A final report detailing the study is currently being reviewed by the OWRD State Engineer and will be finalized in the near future. The consultant will be in attendance at the meeting to present the results of the study and to answer any questions.

City Engineer Harrington introduced the consultant team that worked on the engineering studies. He noted the Staff report summarized the costs of this study and grants received to date. He presented background information on the dam, explained the concerns that led to the engineering studies, and described the processes used to conduct the studies.

Keith Mills, State Engineer for OWRD, 725 Summer Street NE, Salem, Oregon, said his department is responsible for the safety of about 930 dams around the state. The Bear Creek Dam has been a concern because it is close to the Cascadia Subduction Zone and prior engineering reports concluded that the dam was not physically stable. Therefore, a special emergency action plan was created for the dam and emergency procedures were reviewed with Svensen residents. His department worked closely with City Staff to choose a qualified consultant that could do a thorough analysis of the dam to assess its risk level.

Gerry Heslin, Cornforth Associates, updated City Council on the engineering study by reviewing background information on the project, outlining the project objectives, presenting the geologic models built to understand the structure of the dam, and reviewing the analysis methods, results, and conclusions of the study.

Engineer Harrington said the community does not have to worry about the dam failing, but damage to the abutments could affect the stability of the dam. Therefore, Staff will repair the valve that drains the dam to prevent possible overflow damage to the abutments. The repair project has been budgeted for this fiscal year and Staff will present a request to authorize a contract for the work, which will cost \$30,000. During the next fiscal year, a maximum flow study will be budgeted to study the largest flood event possible. The new study will be based on better science than the older studies. Staff is currently waiting on the new National Oceanic and Atmospheric Administration (NOAA) guidelines to be published, which will allow the City to design an auxiliary spillway in a low area to the east of the reservoir. Repairing the drainage valve and building an auxiliary spillway will create a failsafe situation.

Councilor Price asked if this report would have any effect on insurance or emergency notification procedures. Engineer Harrington said the emergency action plan created a few years ago is updated annually and the most recent changes would be added during the next update cycle. The earthquake scenario was the biggest concern of all the scenarios included in the plan. However, this study downgrades the earthquake scenario from a number one priority emergency to a lower priority event, making a flood event the top priority in the action plan. Additionally, downstream residents were concerned that tsunami inundation zone signs would lower property values, but the study alleviates the need for such signage.

Councilor Price suggested Staff be cautious about lowering the priority of an earthquake event too much in the plan. There is still some uncertainty about the basalt that the bridge abutments are built into. Signage seems like an easy and cautious way to go. Engineer Harrington explained that Staff wanted to focus on the most important events, not create a climate of fear. He agreed it would be wise to move to higher ground in an earthquake, but did not want people to panic and get hurt trying to evacuate.

Mayor Pro Tem Warr called for public comments.

Chris Farrar, 3023 Harrison Avenue, Astoria, wanted to know the seismic safety factor of the worst one-foot section of the dam.

Engineer Harrington explained that the structural study confirmed some of the concrete samples from the dam could withstand between 4,000 and ,9000 pounds per square inch (psi), noting that new construction must only be strong enough to withstand 3,000 psi. Very strong rock was used in the concrete when the dam was built, so resisting forces are transferred into the rest of the structure.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 6(a) City Council Minutes of 5/2/16
- 6(b) City Council/Library Board Work Session of 5/25/16
- 6(c) Boards and Commission Minutes
 - (1) Historic Landmarks Commission Meeting of 5/17/16**
 - (2) Planning Commission Meeting of 5/24/16
- 6(d) Motor Vehicle Fuel Tax Collection Intergovernmental Agreement (Finance)
- 6(e) Resolution to Close Unnecessary Funds (Finance)

Councilor Herzig requested Item 6(c)(1) be removed for further discussion.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig, to approve Items 6(a), (b), (c)(2), (d), and (e) of the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 6(c)(1): Historic Landmarks Commission Meeting of 5/17/16

Councilor Herzig asked for an update on the plan to place a tiny home on City property. Director Cronin said there had not been any progress on that project since the Historic Landmarks Commission (HLC) meeting.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price, to approve Item 6(c)(1) of the Consent Calendar. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

REGULAR AGENDA ITEMS

Item 7(a): Resolution Adopting Supplemental Budget for Fiscal Year 2015-2016 (Finance)

ORS 294.473 provides a procedure for a municipality to pass a supplemental budget that adjusts for changes that happen during a fiscal year. The process required by the statute is to advertise a supplemental budget not less than 5 days before a Council meeting. That notice was made. The Council is then required to conduct a public hearing for consideration of the supplemental budgets. Council may consider a resolution that would adopt the supplemental budgets as advertised. The changes created by the supplemental budget to the Fiscal Year 2015-16 budget are as follows:

General Fund

The supplemental budget increases the Community Development Department requirements by a total of \$15,000 and creates an interfund transfer not to exceed \$290,000 to the Parks Operations Fund. These changes will reduce the General Fund Contingency by \$305,000.

This Community Development transfer is required as a result of extra labor required in providing coverage for Community Development Director and Planner duties during transitions in staff for both Community Development Director and Planner. Services were provided by Mike Morgan, as the interim Planner, and former Planner Rosemary Johnson completed ongoing projects and provided training for the Department.

Interfund transfer requirements are discussed in the Parks Operations Fund.

Parks Operation Fund (POF)

The supplemental budget for Parks Operation Fund increases resources and the related requirements in an amount not to exceed \$290,000.

Increased resources are:

- Recognizing \$290,000 transfer from General Fund

Increased requirements occur in the following departments:

Aquatic Center

Anticipated expenses are projected to exceed approved budget amounts by \$75,000.

- Wages are anticipated to exceed budget by approximately \$47,000. Approximately \$35,000 of this increased expenditure is a result of hourly wages increases designed to attract and retain qualified staff. The remainder is as a result of the Aquatic Center Coordinator's departure Mid-May.
- Non-labor expenses are anticipated to exceed budget by approximately \$28,000. These expenses are primarily associated with repair and maintenance of the facility.

Recreation Department

Anticipated expenses are projected to exceed budget in the amount of \$200,000.

- Wages are anticipated to exceed budget by approximately \$153,000. Assistance from Rosemary Johnson and John Goodenberger was required to complete necessary background and to conduct title research for the completion of the Parks Master Plan, which amounted to approximately \$30,000. The remainder accounts for personnel costs required to operate recreational programs.
- Non-labor expenses are anticipated to exceed budget by approximately \$50,000. Late renewal of the Gray School rental agreement and subsequent invoicing for prior year expense in the amount of \$12,000, unforeseen expenses related to repair and maintenance of facilities and increases for program and operating supply costs.

Appropriation authority level of an additional \$15,000 is included in the supplemental budget to provide for unanticipated items not considered in the end of year projections.

Capital Improvement Fund (CIF)

The supplemental budget increases resources and requirements in the amount of \$22,500. New resources offset the additional requirements.

Increased resources are:

- \$22,500 unanticipated revenue received for carbon credit payment.

Increased requirements are:

- Increase to Materials & Services in the amount of \$22,500. Additional expenses related to carbon credit validation and forestry services require additional \$22,500 in Professional Service appropriation.

It is recommended that Council adopt the attached resolution for the supplemental budget.

Mayor Pro Tem Warr opened the public hearing at 8:01 pm and called for public comments on the supplemental budget.

Norma Hernandez, 92335 Young's River Road, Astoria, said she supported the supplemental budget and thanked City Council for considering it. Her heart is with the Parks Department and she hoped Council would consider future efforts to improve what Astoria already has. The Master Plan is a great beginning and the Parks Department needs the money to implement the Plan. The Parks provides services for low-income families that do not have access to those services anywhere else. Scholarships offered to low-income families provide healthy activities. The Parks Department does so much more than just offer swim classes; it helps provide a healthy community. The City wants a community that is healthy, integrated, and inclusive. Many cuts have been made in the past, but in the future, Council should try to bring excellence to the Parks Department because doing so would bring excellence to the city. The funding is necessary to plan for a better future.

Mayor Pro Tem Warr closed the public hearing at 8:04 pm and called for Council discussion and deliberation.

Councilor Price said there is no question that Astoria has a robust and marvelous Parks and Recreation Department that offers a comprehensive range of activities for young and old, rich and poor. She understood the supplemental budget did not really add anything. Every year, a supplemental budget is required for the Parks Department because of the way the financial data accrues. The Parks and Finance Departments have been working towards better budgeting and she did not have problems with this supplemental budget. She has spoken with Staff about the need for quarterly budget summaries that give department heads a better idea of their budgets. This is not about what services and activities the Parks Department provides; it is just financial accounting.

Councilor Nemlowill believed the supplemental budget was evidence that the Parks Department was spread too thin. The City will need to make some tough choices about the facilities and programs that it values the most because current operations are not sustainable. The City must prioritize in order to keep vital services, like the Aquatic Center, viable for the future. None of this is the fault of the current administration, but too many responsibilities were added to the Parks department five years ago. Programs were added as moneymakers for the City, but they are not working. The City will have to partner with other organizations or recruit volunteers to take over some of the services. Unfortunately, these conversations cannot be ignored.

Councilor Herzig thanked Ms. Hernandez for reminding the City to be inclusive in its planning. All City departments need to consider families that cannot afford health club memberships, books, computers, internet access, and all of the things that make a community mentally and physically healthy. The City needs to keep this in mind while planning for the library as well.

Mayor Pro Tem Warr did not believe there was much money in the budget to assist the Parks Department. Since the City cannot substantially increase the budget, services will need to be substantially limited. However, the services the City can provide should be done well. He believed the City should consider the amount of Park property it maintains. In many communities, ball fields are maintained by volunteers. Priorities must be set to make sure the City's services are sustainable into the future.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig to approve the Resolution to Adopt the Supplemental Budget for Fiscal Year 2015-2016. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 7(b): Resolution Transferring Appropriations within a Fund – 17th Street Dock (Finance)

ORS 294.463 provides a procedure for a municipality to transfer appropriations within a fund. As the fiscal year 2015-16 reaches completion, staff has determined two funds require adjustments: the 17th Street Dock Fund and the Building Inspection Fund.

17th Street Dock Fund

At the time the budget was originally appropriated the actual amount of staff time required for maintenance was not anticipated. A transfer of \$2,500 is required between Personal Services and Materials & Services in the 17th Street Dock Fund. Appropriations for Personnel Services in the amount of \$2,500 are being transferred to provide appropriations in the amount of \$4,500. Materials & Services appropriation will be reduced from \$56,500 to \$54,000 and have sufficient appropriations remaining for anticipated expense of \$22,000.

Building Inspection Fund

At the time the budget was originally appropriated the Personal Services included appropriations for full time Building Inspector/Code Enforcement staff. Subsequent to budget adoption, staff left employment and the City has contracted services. A transfer of \$45,000 is required between Personal Services and Professional Services – Material & Services in the Building Inspection Fund. Appropriations for Personal Services will be reduced by \$45,000 resulting in appropriations of \$136,450, which are sufficient for the anticipated annual expenses of \$72,000. Materials & Services appropriation will be increased by \$45,000 to a total of \$ 6,200 to provide sufficient appropriations for unanticipated contract support for building inspection/code enforcement and anticipated annual expense of \$66,200.

It is recommended that Council consider adopting the resolution.

City Manager Estes confirmed this transfer did not meet the threshold that would trigger a public hearing.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price to adopt the Resolution transferring appropriations within the 17th Street Dock Fund and the Building Inspection Fund. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 7(c): Spur 14 Water Line Project – Authorization to Award (Public Works)

The Spur 14 Water Line Project will provide a direct connection to the City's best quality water source. Upon completion, the project will provide better operational control over source water selection, better flow monitoring, reduce maintenance on existing pressure relief valves, and should reduce the level of disinfection byproducts (DBP) in the City's treated water. This will also enhance the City's ability to stay in compliance with recent United States Environmental Protection Agency (USEPA) drinking water regulations.

In May 2016, Council authorized bid advertisement of this project. The following competitive bids were received on June 14, 2016:

<u>Contractor</u>	<u>Bid</u>
Big River Construction Inc.	\$286,007.00
Bill Hughes Excavation	\$312,503.59
Emery & Sons Construction Group	\$313,585.00
Enterprises Northwest Inc. DBA Earthworks Excavation	\$308,838.00

The Engineer's Estimate prepared for the project is \$290,000 including a 10 percent contingency.

Funds are available for this project in the Capital Improvement Fund, FY2016-17 budget. It is recommended that Council authorize staff to award a construction contract to Big River Construction, Inc., for the Spur 14 Water Line Project in the amount of \$286,007.00.

City Council Action: Motion made by Councilor Price, seconded by Councilor Herzig to authorize staff to award a construction contract to Big River Construction, Inc., for the Spur 14 Water Line Project in the amount of \$286,007.00. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

Item 7(d): Authorization to Solicit Proposals for a Fuel System Replacement

This item was added during Item 4: Changes to the Agenda.

City Manager Estes explained that the City currently uses a fuel delivery system comprised of three underground fuel tanks located at the Public Works yard off 30th Street. The tanks were installed in 1978 and have exceeded the end of their service life. Replacing the existing fuel system with a new set of above ground fuel tanks and updating components is the most cost effective and sustainable way to continue providing fuel to the City of Astoria fleet of vehicles. The new system would include two new above ground tanks. As part of this proposal, the existing tanks would be removed. A total amount of \$220,000 for this project was budgeted in the Capital Improvement Fund for the next fiscal year. Staff would like the project to be complete within the next fiscal year, so authorization to solicit proposals is needed now. Staff recommended Council authorize Staff to solicit proposals for the fuel system replacement project.

Councilor Herzig asked what seismic reinforcements were planned for the above ground tanks. He also wanted to know if the tanks could be moved if the Public Works Department changed locations. Director Cook said the tanks would be placed on and bolted to a concrete foundation. In order to transport the tanks, the bolts simply need to be removed.

Councilor Herzig was concerned the cement slab would sink into the ground if liquefaction were to occur during a seismic event. Engineer Harrington did not believe building the slab to withstand a Cascadia event would be cost effective.

City Council Action: Motion made by Councilor Herzig, seconded by Councilor Price to authorize staff to solicit proposals for the fuel system replacement project. Motion carried unanimously. Ayes: Councilors Price, Warr, Herzig, and Nemlowill; Nays: None.

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

David Oser, 254 W Irving, Astoria, thanked the City Council for such kind remarks about Mr. Berdes. As Chief Financial Officer at Craft3, he agreed that Mr. Berdes was an inspirational and visionary leader that would be greatly missed. He would pass Council's remarks on to everyone at Craft3. Mr. Berdes loved Astoria and Craft3 is as committed to Astoria as he was.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:21 pm to convene the Astoria Development Commission meeting.

ATTEST:

APPROVED:

Finance Director

City Manager

Astoria Library Board Meeting

Astoria Public Library

May 24, 2016

5:30 pm.

Present: Library Board members Kate Summers, David Oser, Susan Stein, and Chris Womack. Staff Library Director Jane Tucker, Community Development Director Kevin Cronin, and ALFA Representative Steve Emmons.

Excused: Kimberley Chaput

Call to Order: Chair Kate Summers called the meeting to order at 5:35 pm.

Approval of Agenda: The agenda was approved with the addition of Old Business Item 9 (b): Library Director search update.

Approval of Minutes: The minutes of April 26, 2016 were approved as presented.

Library Options:

Director Cronin updated the Board on the Library Open House and Library Board/City Council Work Session scheduled for May 25th. He and Board members shared the methods they used to publicize the meetings to the public, City boards and commissions, and interest groups. He encouraged the Board to arrive as early as 4:00 pm to help set up for the open house and mingle with library patrons. The eight stations will include a registration table, library table, and tables for each of the six library options. Comments will be collected through sticky notes and survey cards. Staff did not anticipate many Councilors would attend the open house due to scheduling conflicts. The work session will be informal and the Mayor will decide if public comments will be taken. Director Cronin hoped the meetings would give City Council all of the information they needed to make a decision. He encouraged the Board to share their opinions with Council.

The Board and Staff discussed next steps, which would include a formal recommendation by the Board to City Council before their meeting on July 5th, when Council will begin to deliberate on the library options. They also discussed ways to encourage the public to continue to submit comments after the open house and work session.

Board Reports:

Item 5(a): Reports of Community Presentations

David Oser suggested the Board organize some community presentations in the fall after some decisions have been made.

Library Director's Report:

Director Tucker reported on the following:

- The open house and work session would be her last meeting with the Board.
- Laura Meeker is moving and Staff will be making an offer to a potential replacement soon.
- Libraries ROCC raised more than \$6,000 at their fundraiser in April. The Oregon Community Foundation awarded ROCC with a \$12,000 grant, which will be presented at the summer reading kick-off on June 18th at the Astoria Library. She would continue to volunteer for the program after she retires.

Update on ALFA Activities:

Steve Emmons reported that ALFA's next board meeting was scheduled for June 28th from 2:00 pm to 3:00 pm in the Flag Room of the library. He invited anyone interested in serving on the board to attend the meeting, as they would be increasing the number of board positions from six to eight.

New Business: None.

Old Business:

Item 9(a): May 25th Special Meeting

The Board confirmed they had no questions or comments, as Director Cronin's presentation was very complete.

Item 9(b): Library Director search update

Director Tucker said applications were being reviewed by the City Manager and Staff was considering an existing Staff member as an interim manager. The Board briefly discussed their involvement in the hiring process. Director Tucker added that 31 applications were received from some great people with a lot of talent. She described the duties of the interim manager, who would meet with the Board in June.

Public Comments:

Joyce Bensen thanked Director Tucker for her service. She believed Director Tucker has done a lot for the community. She also believed 31 applicants was a huge pool of candidates for this community and was shocked that the City received so many.

Director Tucker believed the brochure did a good job of attracting well-qualified applicants.

Mr. Oser announced Director Tucker's retirement party was scheduled for Thursday, May 26th from 5:00 pm to 7:00 pm.

Items for Next Meeting's Agenda:

Meet the interim manager and develop a formal recommendation to City Council on the library options.

Adjournment: There being no further business, the meeting was adjourned at 6:15 pm [07 1:50].

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, Inc.



CITY OF ASTORIA
ASTORIA PUBLIC LIBRARY
Founded 1811 • Incorporated 1856

MEMORANDUM

July 6, 2016

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: READY TO READ GRANT APPLICATION 2016/2017

DISCUSSION/ANALYSIS:

The Ready to Read Grant program, administered by the Oregon State Library, is used to fund early literacy services for young children 0-6 years old and/or the statewide summer reading program for youth 0-14 years old. Grant applications must be date-stamped August 31, 2016 or earlier to be eligible and libraries have one calendar year to spend grant funds.

In this grant application, the Astoria Public Library will partner with the Lower Columbia Hispanic Council, Astoria Cleaners, Bayshore Apartments Management, and Emerald Heights Management to provide books and materials about Early Literacy to parents with children aged birth through six. Outreach collections of Spanish/English bilingual books have been placed in locations frequented by Spanish speaking families and families with small children in the Astoria area.

These READ TO ME MINI LIBRARY collections were established with the 2014-2015 Ready to Read Grant to provide age appropriate books and information about early literacy to members of our population who do not frequent the public library. Titles in these libraries are intended to be read by parents to children birth - age 6. Parents and children may read the books at the location or take them home and return them when done. Included with the books are informational brochures about early literacy and reading development along with information about library programs and services. This 2016-2017 Ready to Read Grant would replenish the books and informational materials in these outreach libraries and allow for the addition of 1-2 more such libraries in the community.

\$1,247 is being requested in Ready to Read grant funding.

RECOMMENDATION:

Staff recommends that Council approve the Ready to Read grant application in the amount of \$1,247.

Submitted by:


Anne Odom, Interim Library Manager



2017 Ready to Read Grant Application Due August 31, 2016

Library's LEGAL name: Astoria Public Library	County in which library resides: Clatsop
Alternate library name:	
Library's mailing address: 450 10th Street Astoria, OR 97103	

Library director's name: Anne Odom-Interim Director
Email address: aodom@astoria.or.us
Phone number: 503-298-2453

Key contact's name (if not director): Patty Skinner
Key contact's position/job title: Senior Library Assistant
Email address: pskinner@astoria.or.us
Phone number: 503-298-2451

All library directors and key contacts will be subscribed to the Ready to Read email list to receive grant deadline reminders and other information regarding the grant. If you would like additional members of your staff who are involved in your library's grant project to be subscribed to this email list, please list them here.

Name:	Email address:

Please check the box next to the project(s) you are applying to fund with this grant.

- Early literacy: complete and submit pages 3-5
 Summer reading: complete and submit pages 6-8

Complete and submit to the State Library page 1, page 2, and the pages of the application related to the project(s) you are applying to fund with this grant.

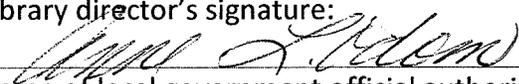
SUBMIT APPLICATIONS BY AUGUST 31, 2016

Choose one of the following methods for submitting your application so it is date-stamped by August 31, 2016. Applications must include appropriate original, faxed, or digital signatures.

- Email: ferol.weyand@state.or.us
- Fax: 503-378-6439
- Mail: Oregon State Library, Ready to Read, 250 Winter St. NE Salem, OR 97301

CERTIFICATION OF READY TO READ GRANT APPLICATION

To the best of our knowledge, the information on this application is correct. We certify that, when the Ready to Read grant is received, grant funds will supplement the library's budget from local sources to establish, develop, or improve public library early literacy services for young children 0-6 years old and/or the statewide summer reading program for youth 0-14 years old.

Library director's name: Anne Odom-Interim Director	
Library director's signature: 	Date: 7/15/16
Name of local government official authorized to apply for grants: Brett Estes	
Local official's title: Astoria City Manager	
Local official's signature:	Date:

STATE LIBRARY USE ONLY			
Yes	No	The applicant described activities that will help youth achieve the outcomes specified in this grant.	
Yes	No	No SRP activities	The applicant will use the statewide summer reading program.
Yes	No	Everything listed in the budget is described in the application.	
Yes	No	The applicant submitted a complete application, with the required signatures, and date-stamped by August 31, 2016.	

EARLY LITERACY PROJECT PROPOSAL (BIRTH-6 YEAR OLDS)

Grant-funded early literacy projects strive to achieve the following two outcomes:

- ✓ Young children develop early literacy skills by the time they start kindergarten.
- ✓ Adults enjoy reading, singing, talking, writing, and playing with their young children regularly to help them develop early literacy skills.

1. Describe the grant-funded early literacy activities your library plans to implement to achieve these two outcomes.

Outreach collections of Spanish/English bilingual books have been placed in locations frequented by Spanish speaking families and families with small children in the Astoria area. These READ TO ME MINI LIBRARY collections were established with the 2014-2015 Ready to Read Grant to provide age appropriate books and information about early literacy to members of our population who do not frequent the public library. Titles in these libraries are intended to be read by parents to children birth - age 6. Parents and children may read the books at the location or take them home and return them when done. Included with the books are informational brochures about early literacy and reading development along with information about library programs and services. This 2016-2017 Ready to Read Grant would replenish the books and informational materials in these outreach libraries and allow for the addition of 1-2 more such libraries in the community.

2. Do the activities you described above include early literacy training? Read the attached definitions sheet to find out what is considered early literacy training.

- Yes
 No

3. Do the activities you described above include outreach? Read the attached definitions sheet to find out what is considered outreach.

- Yes
 No

4. Do the activities you described above support a partnership project? Read the attached definitions sheet to find out what is considered a partnership.

- Yes
 No

5. What changes related to early literacy skills do you hope to see young children make as a result of participating in the activities you described above?

The intent of the READ TO ME MINI OUTREACH LIBRARY is to provide access to books for children birth – age 6 and provide parents with information about early literacy. This

Ready to Read project addresses the early literacy outcomes as parents and children interact with the books provided.

6. What changes related to reading, singing, talking, writing, and playing with their young children do you hope to see adults make as a result of participating in the activities you described above?

Parents will be observed by location staff as they read with their child or take books with them as they leave. Location staff will be surveyed to determine the frequency of these observations. The number of books that are taken each month will also be noted.

7. Check the box next to one or more method you plan to use to evaluate whether or not young children and adults make the changes you hope to see. Read the back of the attached definitions sheet to learn more about these evaluation methods.

- Interview
 Observation
 Survey

8. How will you collect participation data when you implement your project?

Check all that apply.

- Sign-up/registration forms
 Head counts at programs and staff will make best guess about age
 Survey/completed activity log
 Other, please explain

9. How many people do you estimate will participate in your grant-funded early literacy project activities?

 X N/A (We aren't doing a project in which people will attend a program or participate in an activity.)
 Birth—14 year olds
 15 year olds and older

EARLY LITERACY PROJECT BUDGET

	List things necessary for implementing your Ready to Read project	Amount of <u>Ready to Read</u> funds used to pay for this	Amount of <u>Library Budget</u> used to pay for this	Amount of <u>other sources</u> used to pay for this	<u>TOTAL</u>
Library Staff	Development of partnerships Acquisition of books, brochures and fliers. Distribution and maintenance of library materials.		\$2000		\$2000
Materials for Circulating Collection	200 Spanish / English Books 100 Early Lit Brochures in Spanish 100 Early Lit Brochures in English	\$700 \$150 \$150			\$1000
Equipment, Furniture, and/or Fixtures					
Contracted Programs					
Incentives	Thank you gift for partners & location staff	\$47			\$47
Other	Containers for books and color copies of information and signs	\$200			\$200
TOTAL		\$1,247			\$3,247

SUMMER READING PROJECT PROPOSAL (BIRTH-14 YEAR OLDS)

Grant-funded summer reading projects strive to achieve the following outcomes:

- ✓ Youth maintain or improve their literacy skills over the summer.
- ✓ Youth demonstrate their love of reading and learning by choosing to engage in these activities during their free time.
- ✓ Adults enjoy spending time engaging in literacy activities with youth regularly to help them develop literacy skills.

1. Describe the grant-funded summer reading activities your library plans to implement to achieve these three outcomes.

2. Do the activities you described above include outreach? Read the attached definitions sheet to find out what is considered outreach.

- Yes
 No

3. Do the activities you described above support a partnership project? Read the attached definitions sheet to find out what is considered a partnership.

- Yes
 No

4. What changes related to maintaining or improving literacy skills do you hope to see youth make as a result of participating in the activities you described above?

5. What changes related to developing a love of reading and learning do you hope to see school-age youth make as a result of participating in the activities you described above?

6. What changes related to engaging in literacy activities with their youth do you hope to see adults make as a result of participating in the activities you described above?

7. Check the box next to one or more method you plan to use to evaluate whether or not youth and adults make the changes you hope to see. Read the back of the attached definitions sheet to learn more about these evaluation methods.

- Interview
- Observation
- Survey

8. How will you collect participation data when you implement your project?
Check all that apply.

- Sign-up/registration forms
- Head counts at programs and staff will make best guess about age
- Survey/completed activity log
- Other, please explain

9. How many people do you estimate will participate in your grant-funded early literacy project activities?

- _____ N/A (We aren't doing a project in which people will attend a program or participate in an activity.)
- _____ Birth—14 year olds
- _____ 15 year olds and older

STATEWIDE SUMMER READING PROGRAM PROJECT BUDGET

	List things necessary for implementing your Ready to Read project	Amount of <u>Ready to Read</u> funds used to pay for this	Amount of <u>Library Budget</u> used to pay for this	Amount of <u>other sources</u> used to pay for this	<u>TOTAL</u>
Library Staff					
Materials for Circulating Collection					
Equipment, Furniture, and/or Fixtures					
Contracted Programs					
Incentives					
Other					
TOTAL					



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

Date July 6, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: PROMOTE ASTORIA FUNDS - AGREEMENT FOR PROFESSIONAL SERVICES WITH ASTORIA-WARRENTON CHAMBER OF COMMERCE

DISCUSSION/ANALYSIS

City Code Section 8.045.18 states "Organizations receiving funds from the Promote Astoria Fund shall enter into a contract with the City that will include a scope of work and budget to be approved annually by the Astoria City Council. The contract will designate how the funds will be expended by contracting organizations."

An agreement for Astoria-Warrenton Chamber of Commerce for Visitor Center Services in the budgeted amount of \$ 125,000 and Lower Columbia Tourism Committee professional services in the budgeted amount of \$ 180,750 has been reviewed by the City Attorney and is attached for Council consideration. The Scope of Work was developed in conjunction with Skip Hauke, Executive Director of the Astoria-Warrenton Chamber.

RECOMMENDATION

It is recommended the City Council approve execution of the Agreement for Professional Service with Astoria-Warrenton Area Chamber of Commerce.

By: 
Susan Brooks, CPA
Director of Finance & Administrative Services

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made this 1st day of July, 2016, between **City of Astoria**, hereinafter "**CITY**" and **Astoria-Warrenton Area Chamber of Commerce**, an Oregon Not-for-Profit Corporation and independent contractor in good standing, hereinafter called "**CHAMBER**".

WITNESSETH

Whereas, the CITY requires services which CHAMBER is capable of providing, under terms and conditions hereinafter described; and

Whereas, CHAMBER is able and prepared to provide such 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. Term. The term of this agreement shall commence on July 1, 2016 and terminate on June 30, 2017. Agreement may be terminated with a 60 day written notice by either party.
2. Services. CHAMBER agrees to provide services to CITY in accordance with the Scope of Work incorporated by reference as Exhibit "A".
3. Compensation. The amount the CITY shall pay the CHAMBER is not to exceed \$125,000 for Visitor Center Services and an amount not to exceed \$ 180,750 for Lower Columbia Tourism Committee Services. These amounts are dependent upon motel tax collections.
 - a. CHAMBER shall furnish the CITY with updated W-9 information, as designated by the Internal Revenue Service.
 - b. CITY shall make payments to CHAMBER on a monthly basis, after full execution of agreement.
4. CITY Contacts. For purposes hereof, the CITY contacts are the City Manager and Director of Finance and Administrative Services, 1095 Duane Street, Astoria, OR 97103.
5. CHAMBER Contacts. For purposes hereof, the CHAMBER contact is the Executive Director, PO Box 176, Astoria, OR 97103.
6. CITY's Business License. Before permitting a sub consultant to begin work, CHAMBER shall verify a current business license is on file for the sub consultant.
7. Insurance. Prior to provision of services under this contract, CHAMBER shall procure professional and comprehensive general liability insurance with limits that, at a minimum, comply with the limits of local public body liability described in ORS 30.272-273 and shall provide original certificates of insurance to the City Director of Finance and Administrative Services, evidencing proof of CHAMBER insurance policies in effect for the type of coverage set forth below and within the stated limits.

At all times during the term of this agreement, CHAMBER shall keep such insurance policies in full force and effect and shall provide the CITY with original certificates of insurance. The CITY shall be named as an additional insured and no cancellation, material change, exhaustion

of aggregate limits or intent not to renew insurance coverage shall occur without 30-days written notice to City of Astoria Finance Department. Any failure to comply with this provision will not affect the insurance coverage provided to the City. The 30-day notice of cancellation provision shall be physically endorsed on to the policy.

8. Worker's Compensation. CHAMBER, 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.
9. Laborers and Materialmen, Contributions to Industrial Accident Fund, Liens and Withholding Taxes. CHAMBER shall make payment promptly, as due, to all persons supplying contractor labor or material necessary to execute the work provided for in this Agreement. CHAMBER shall pay all contributions or amounts due the Industrial Accident Fund from CHAMBER or any sub consultant incurred in the performance of the Agreement. CHAMBER 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. CHAMBER shall pay to the Department of Revenue all sums withheld from Employees pursuant to ORS 316.167.
10. Books and Records. CHAMBER shall keep all invoices, vouchers and other documentation for review by CITY's Finance Department, as needed, for the purposes of audit, examination, excerpts and transcripts.
11. Assignment. The responsibility for performing CHAMBER services under the terms of this agreement shall not be assigned, transferred, delegated or otherwise referred by CHAMBER to a third person without prior consent of City agent.
12. Indemnity. CHAMBER 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, CHAMBER, or others resulting from or arising out of CHAMBER'S negligent acts, errors or omission in service 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 CHAMBER and CITY this indemnification and agreement to assume defense costs applies only to the extent of the negligence or alleged negligence of the CHAMBER.
13. Accounting and Reporting. Per city Code 8.045.18 Non-Profit shall provide City, semi-annual financial reports by August 1 and February 1, covering the six months ended June 30 and December 31, respectively, of each year. These reports shall provide a verified listing of the expenditures with adequate narrative, so the City can be satisfied as to the appropriateness of the expenditures. In addition a report of services performed shall be presented in a format acceptable to City, and will, at City's discretion, include a presentation at a meeting of the Budget Committee of the City. The Budget committee of the City shall review reports during the budget process and recommend to the City Council the continuance, discontinuance, or changes to a contract each year.

14. Complete Agreement. This Agreement and its referenced attachments constitute the complete agreement between CITY and CHAMBER and supersedes all prior written or oral discussions or agreements. CHAMBER's services are defined solely by this Agreement and its attachments and not by any other contract or agreement that may be associated with this Agreement.
15. No Religious Activities: No City funds may be used to promote institutions of religion or religious activities, symbols or presentations.
16. Equal Opportunity and Non Discrimination. 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 I expression. The City of Astoria also requires its contractors and grantees to comply with this policy.
17. Applicable Law. 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.

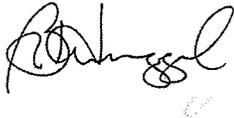
City:

**Astoria-Warrenton Area
Chamber of Commerce:**

Arline LaMear, Mayor

Skip Hauke, Executive Director

Brett Estes, City Manager



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Exhibit A

Scope of Work

Tourism Information, Marketing and Promotional Efforts

The Astoria-Warrenton Area Chamber of Commerce "Chamber" shall at a minimum provide the following efforts to proactively market the City of Astoria to promote tourism and local businesses by leveraging existing marketing and promotional resources and strategies to accomplish the following objectives:

- Maintain affiliations, conduct promotions, incur advertising and printing expenses and create and operate a marketing program designed to encourage travelers to visit the area.
- Maintain, update and expand an exciting and informational website with a dynamic press kit and provide a link to the City website.
- Build and strengthen visitor relationships to encourage repeat trips while working with the community to minimize negative tourist impacts on the local population.
 - Educate and highlight positive tourism impacts while working with City staff and law enforcement to minimize possible negative impacts
- Reinforce Astoria's image as an inviting tourist destination with a rich heritage, historical significance, unique festivals/events and a variety of interesting experiences.
- Reinforce existing media relationships and expand reach.
- Develop, update and distribute event dates and information to long lead publications for tourism promotion.
- Staff and maintain the Astoria Visitor Information Center on a daily basis, throughout the year, except for major holidays. The Center will provide considerate service to visitor, after hour access to information, a variety of information regarding local attractions, lodging facilities, restaurants, festivals, historical interests and activities. The Center will provide assistance to business and visitors requesting relocation information or development in the local vicinity. The Center will maintain statistics on visitors.
- Produce, distribute and have available a comprehensive Visitor Guide for the area.
- Coordinate distribution of up-to-date walking maps for visitors, tour groups, boat and cruise ship passengers
- Produce and distribute pads of area visitor maps to local businesses, lodging facilities and organizations.

- Represent the interest of Astoria with state and regional tourism agencies, through partnerships to stimulate tourism in the county and the state.
- Respond appropriately to inquiries generated by the Lower Columbia Tourism Committee advertising, public relations and through internet/website.
- Provide reporting and accounting as required in Agreement under section 13.
- The Chamber shall acknowledge City of Astoria, Promote Astoria Fund participation in all documents or publications prepared (not inclusive of print advertising) or equipment and software purchased in the performance of this agreement



Date July 6, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: PROMOTE ASTORIA FUNDS - AGREEMENT FOR PROFESSIONAL SERVICES WITH ASTORIA DOWNTOWN HISTORIC DISTRICT ASSOCIATION (ADHDA)

DISCUSSION/ANALYSIS

City Code Section 8.045.18 states "Organizations receiving funds from the Promote Astoria Fund shall enter into a contract with the City that will include a scope of work and budget to be approved annually by the Astoria City Council. The contract will designate how the funds will be expended by contracting organizations."

An agreement in the budgeted amount of \$ 35,000 for Astoria Downtown Historic District Association (ADHDA) has been reviewed by the City Attorney and is attached for Council consideration. The Scope of Work was developed in conjunction with Alana Gardner, Executive Director for Astoria Downtown Historic District Association (ADHDA). It should be noted funds were budgeted for ADHDA to manage parking control in the downtown area. A draft agreement for parking management has been presented to the ADHDA board for consideration. Should they accept the agreement, it will be brought to Council at a subsequent meeting.

RECOMMENDATION

It is recommended the City Council approve execution of the Agreement for Professional Service with Astoria Downtown Historic District Association (ADHDA).

By: 
Susan Brooks, CPA
Director of Finance & Administrative Services

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made this 1st day of July, 2016, between **City of Astoria**, hereinafter "**CITY**" and **Astoria Downtown Historic District Association**, an Oregon Not-for-Profit Corporation and independent contractor in good standing, hereinafter called "**ADHDA**".

WITNESSETH

Whereas, the CITY requires services which ADHDA is capable of providing, under terms and conditions hereinafter described; and

Whereas, ADHDA is able and prepared to provide such 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. Term. The term of this agreement shall commence on July 1, 2016 and terminate on June 30, 2017. Agreement may be terminated with a 60 day written notice by either party.
2. Services. ADHDA agrees to provide services to CITY in accordance with the Scope of Work incorporated by reference as Exhibit "A".
3. Compensation. The amount the CITY shall pay the ADHDA is not to exceed \$35,000. These amounts are dependent upon motel tax collections.
 - a. ADHDA shall furnish the CITY with updated W-9 information, as designated by the Internal Revenue Service.
 - b. CITY shall make payments to ADHDA on a semi-annual basis, after full execution of agreement.
4. CITY Contacts. For purposes hereof, the CITY contacts are the City Manager and Director of Finance and Administrative Services, 1095 Duane Street, Astoria, OR 97103.
5. ADHDA Contacts. For purposes hereof, the ADHDA contact is the Executive Director, PO Box 261, Astoria, OR 97103.
6. CITY's Business License. Before permitting a sub consultant to begin work, ADHDA shall verify a current business license is on file for the sub consultant.
7. Insurance. Prior to provision of services under this contract, ADHDA shall procure professional and comprehensive general liability insurance with limits that, at a minimum, comply with the limits of local public body liability described in ORS 30.272-273 and shall provide original certificates of insurance to the City Director of Finance and Administrative Services, evidencing proof of ADHDA insurance policies in effect for the type of coverage set forth below and within the stated limits.

At all times during the term of this agreement, ADHDA shall keep such insurance policies in full force and effect and shall provide the CITY with original certificates of insurance. The CITY shall be named as an additional insured and no cancellation, material change, exhaustion

of aggregate limits or intent not to renew insurance coverage shall occur without 30-days written notice to City of Astoria Finance Department. Any failure to comply with this provision will not affect the insurance coverage provided to the City. The 30-day notice of cancellation provision shall be physically endorsed on to the policy.

8. Worker's Compensation. ADHDA, 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.
9. Laborers and Materialmen, Contributions to Industrial Accident Fund, Liens and Withholding Taxes. ADHDA shall make payment promptly, as due, to all persons supplying contractor labor or material necessary to execute the work provided for in this Agreement. ADHDA shall pay all contributions or amounts due the Industrial Accident Fund from ADHDA or any sub consultant incurred in the performance of the Agreement. ADHDA 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. ADHDA shall pay to the Department of Revenue all sums withheld from Employees pursuant to ORS 316.167.
10. Books and Records. ADHDA shall keep all invoices, vouchers and other documentation for review by CITY's Finance Department, as needed, for the purposes of audit, examination, excerpts and transcripts.
11. Assignment. The responsibility for performing ADHDA services under the terms of this agreement shall not be assigned, transferred, delegated or otherwise referred by ADHDA to a third person without prior consent of City agent.
12. Indemnity. ADHDA 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, ADHDA, or others resulting from or arising out of ADHDA'S negligent acts, errors or omission in service 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 ADHDA and CITY this indemnification and agreement to assume defense costs applies only to the extent of the negligence or alleged negligence of the ADHDA.
13. Accounting and Reporting. Per city Code 8.045.18 Non-Profit shall provide City, semi-annual financial reports by August 1 and February 1, covering the six months ended June 30 and December 31, respectively, of each year. These reports shall provide a verified listing of the expenditures with adequate narrative, so the City can be satisfied as to the appropriateness of the expenditures. In addition a report of services performed shall be presented in a format acceptable to City, and will, at City's discretion, include a presentation at a meeting of the Budget Committee of the City. The Budget committee of the City shall review reports during the budget process and recommend to the City Council the continuance, discontinuance, or changes to a contract each year.
14. Complete Agreement. This Agreement and its referenced attachments constitute the complete agreement between CITY and ADHDA and supersedes all prior written or oral discussions or agreements. ADHDA's services are defined solely by this Agreement and its attachments and not by any other contract or agreement that may be associated with this Agreement.

15. No Religious Activities: No City funds may be used to promote institutions of religion or religious activities, symbols or presentations.
16. Equal Opportunity and Non Discrimination. 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 I expression. The City of Astoria also requires its contractors and grantees to comply with this policy.
17. Applicable Law. 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.

City:

**Astoria Downtown Historic District
Association (ADHDA):**

Arline LaMear,
Mayor

Date

Alana Garner,
Executive Director

Date

Brett Estes,
City Manager

Date

Dulcye Taylor,
ADHDA President

Date



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Exhibit A

Scope of Work

Tourism Information, Marketing and Promotional Efforts

The Astoria Downtown Historic District Association "ADHDA" shall at a minimum provide the following efforts to proactively market the City of Astoria to promote tourism and local businesses by leveraging existing marketing and promotional resources and strategies to accomplish the following objectives:

- Represent the interest of Astoria through participation in the Oregon Main Street Program and the National Main Street Network while incorporate the following benefits of the Main Street Program:
 - Improved image and community pride
 - Increased occupancy rates
 - Business retention, recruitment, expansion, and jobs
 - Technical assistance, funding opportunities, finance assistance, and training
 - New business and job opportunities
 - Better relations between local government and private sector
 - Promotion and marketing of community
 - Increased variety of service
- Encourage community involvement and investment in preserving the character of downtown Astoria while promoting its health and future.
- Maintain, update and expand an exciting and informational website with a link to the City website.
- Build and strengthen visitor relationships to encourage repeat trips while working within the community to minimize negative impacts on the local population.
- Reinforce Astoria's image as an inviting tourist destination and business opportunity location with a rich heritage, historical significance, unique festivals/events and a variety of interesting experiences.
- Reinforce existing media relationships.
- Promote downtown Astoria through programs and coordinated events.
- Provide reporting and accounting as required in Agreement under section 13.
- ADHDA shall acknowledge City of Astoria, Promote Astoria Fund participation in all documents or publications prepared (not inclusive of print advertising) or equipment and software purchased in the performance of this agreement



July 11, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

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

DISCUSSION/ANALYSIS

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

This direction came after colored lighting effects took place for the first time at the Astoria Column in October 2013 in an event organized by Columbia Memorial Hospital, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column Pink in recognition of Breast Cancer Awareness Month. This event was followed by a partnership between the Harbor, the Clatsop County Domestic Violence Council, the Friends of the Astoria Column, and the Parks and Recreation Department to light the Astoria Column teal for the month of April 2014 in recognition of Sexual Assault Awareness Month. Under City Council's authorization the October pink and April teal lighting events repeated for the 3rd year in 2015-2016.

In partnership with Columbia Memorial Hospital and the Friends of the Astoria Column, the Parks and Recreation Department is requesting permission to change the lighting color on the Astoria Column for the 4th year to a pink hue for the month of October 2016 in recognition of Breast Cancer Awareness Month. This will be the second and final lighting of the column for this calendar year.

RECOMMENDATION

It is recommended that City Council consider authorizing the change in lighting at the Astoria Column to a pink hue for the month of October 2016 in recognition of Breast Cancer Awareness Month.

By: 
Angela Cosby
Director of Parks & Recreation



July 11, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: PROPOSED ASTORIA COMPREHENSIVE PLAN AMENDMENT A16-03
TO INCLUDE THE PARKS AND RECREATION COMPREHENSIVE
MASTER PLAN

DISCUSSION/ANALYSIS

In 2015, the Astoria City Council adopted a goal to complete a system-wide Parks and Recreation Master Plan. The plan would provide guidance and policy direction for Astoria's parks, aquatics center, recreation center, and recreational programs. In September 2015 a planner was hired to manage the project through University of Oregon Community Service Center's Resource Assistance for Rural Environments (RARE) program, and a 12-member Citizen Advisory Committee was appointed by the Mayor to oversee the process.

The planning process included research on the current inventory and state of the Parks and Recreation Department's facilities and services, their use by the community, and priorities for the future. Over 1,200 community members participated through public meetings, surveys, and focus groups. A comparison with State of Oregon recommendations, peer parks and recreation providers, and national trends was also made to help assess facilities and services provided by the City of Astoria. The result of this research, with the guidance of the Citizen Advisory Committee, was a set of recommended actions. The recommendations were then refined through community input, and a strategy for implementation was developed that included estimated project costs, target completion dates, and necessary staff capacity.

The Astoria Parks and Recreation Comprehensive Master Plan outlines the planning process, research findings, inventory and existing conditions, level of service, needs, recommendations, and implementation strategy. Recommended actions include maintenance and planning initiatives, communications and marketing objectives, operational strategies, partnerships, and capital projects to be implemented over the next ten years. Throughout that period, the document is intended to serve as a guide to City of Astoria and Parks and Recreation Department leadership. The document would be updated at regular intervals in the future to ensure the City continues to inspire and meet the open space and recreational needs of its community.

The Citizen Advisory Committee, Parks and Recreation Advisory Board, and Astoria Planning Commission have recommended that the City adopt the Parks and Recreation Comprehensive Master Plan, and amend the City of Astoria Comprehensive Plan Parks, Recreation, and Open Space Element CP.260 – CP.275. The proposed Amendment A16-03 would be as follows:

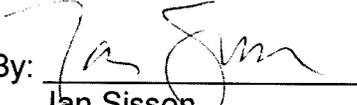
23. The City should use the Astoria Parks and Recreation Comprehensive Master Plan (2016) to guide future decisions for land use, public investment, and determining community needs.

The City Council held a public hearing and completed the first reading of the proposed plan during the July 5th meeting

RECOMMENDATION

Staff recommends that the City Council conduct a second reading and adopt the ordinance as recommended by the Citizen Advisory Committee, Parks and Recreation Advisory Board, and Astoria Planning Commission.

Submitted By: 
Angela Cosby
Director of Parks & Recreation

Prepared By: 
Ian Sisson
Planner, Parks & Recreation
Department

ORDINANCE NO. 16-04

AN ORDINANCE AMENDING THE ASTORIA COMPREHENSIVE PLAN SECTION PERTAINING TO BACKGROUND PLANS AND STUDIES, AND PARKS, RECREATION, AND OPEN SPACE ELEMENT

THE CITY OF ASTORIA DOES ORDAIN AS FOLLOWS:

Section 1. Astoria Comprehensive Plan is amended by the addition of Section CP.028.J pertaining to Background Plans and Studies to read as follows:

"J. Astoria Parks and Recreation Comprehensive Master Plan (attached), adopted by the City Council on July 18, 2016 by Ordinance No. 16-04."

Section 2. Astoria Comprehensive Plan is amended by the addition of Section CP.275.25, Parks, Recreation, and Open Space Element, Policies to read as follows:

"25. The City should use the Astoria Parks and Recreation Comprehensive Master Plan, dated 2016, to guide future decisions for land use, public investment, and determining community needs."

Section 3. Effective Date. This ordinance and its amendment will be effective 30 days following its adoption and enactment by the City Council.

ADOPTED BY THE COMMON COUNCIL THIS 18TH DAY OF JULY, 2016.

APPROVED BY THE MAYOR THIS 18TH DAY OF JULY, 2016.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION	YEA	NAY	ABSENT
Councilor Nemlowill			
Herzig			
Price			
Warr			
Mayor LaMear			



CITY OF ASTORIA
Founded 1811 • Incorporated 1856

July 11, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: BRETT ESTES, CITY MANAGER

SUBJECT: TRESTLE AND TRACK INSPECTION MAINTENANCE– CONTRACT AMENDMENT #2

DISCUSSION/ANALYSIS

The City of Astoria has approximately 4.7 miles of railroad track and 8 timber trestles formerly owned and operated by Burlington Northern Railroad from the Port of Astoria to Tongue Point. The Astoria Riverfront Trolley currently operates on approximately 3 miles of this track, and over 4 of the trestles. The Trolley provides passenger service from Portway Street to 39th Street.

Due to the age of the railroad infrastructure, the effort required to maintain the track and structures has been increasing rapidly. The City has the timber trestles inspected each year to ensure they are safe to accommodate River Trail use and operation of the Trolley. Last fiscal year Council authorized a comprehensive inspection contract with OBEC for the trestles and track. The purpose of the contract was to provide the City with the information necessary to effectively manage and maintain proper Trolley operation as well as plan for future funding allocations needed for repairs in the upcoming years.

OBEC recently completed the inspection and provided a report with recommendations. These recommendations are based on the level of effort needed to keep the infrastructure in a condition that permits both pedestrian and Trolley use, and is divided into immediate maintenance needs and annual maintenance needs.

Immediate Maintenance Needs – Critical repairs that need to be addressed prior to the Trolley's 2017 operating season.

Annual Maintenance Needs - Annual repair work needed to keep the infrastructure in a serviceable condition over the next ten years.

The report includes a planning level cost estimate, summarized in Table 1, Page 2, for the recommended repairs. The immediate repair needs identified for structures east of 39th Street are based on Trolley operational loads and can be significantly reduced for River Trail use only.

Location	Immediate Maintenance Needs	Annual Maintenance Needs
Trestles West of 39 th Street (Active Trolley & River Trail)	\$276,000	\$233,000
Trestles East of 39 th Street (River Trail & occasional service equipment)	\$293,000	\$243,000
Track Maintenance West of 39 th Street	\$0	\$43,500
Totals =	\$569,000	\$519,500

**Costs shown in this table are based on information presented in Table 1 of the Special Inspection Report "Maintenance Needs and Associated Costs" and include contingency and design/construction engineering.

The table above summarizes the work based on location and associated maintenance type. The definition of immediate and annual maintenance needs is detailed on Page 1 of this memo. The trestles west of 39th Street associated with the active Trolley line are estimated to need \$276,000 in immediate maintenance, with an annual cost over the following ten years of approximately \$233,000. The trestles east of 39th Street would require \$293,000 in immediate maintenance, with an annual cost over the following ten years of approximately \$243,000 to permit service loads similar to the Trolley. An evaluation may be conducted to target repair work only to River Trail needs in the future. Track maintenance west of 39th Street is estimated at \$43,500 annually.

There are three options to consider when looking at balancing usability of the River Trail and Trolley with cost effective repairs.

1. No repairs are made and the City puts funding resources into minor repairs and inspection to the River Trail to keep it open to pedestrian traffic. This option is not recommended due to the negative effects it will have on the operation of the Trolley and impacts to the infrastructure.
2. All immediate repairs can be completed with plans to complete all recommended annual repairs (follow all inspection report guidance). This option is not recommended due to the overall cost.
3. A hybrid approach can be considered that focuses available funding resources on maintaining the structures and track west of 39th Street (active rail) and provides minimal repairs and more frequent inspection to ensure safe operation of the River Trail east of 39th Street. This is the recommended approach.

The hybrid approach will require that the immediate repairs and annual track repairs be funded and completed prior to the Trolley operating in 2017. This will total an estimated \$319,500, and would include trestle and track repairs west of 39th Street. Additionally, minor repairs and a maintenance inspection should be planned for River Trail structures east of 39th Street. This will require a fraction of the anticipated total repair cost for this area. Funding for the immediate repair needs is available in the Capital Improvement Fund, but the City should explore a more sustainable method of funding the on-going maintenance and City staff resources.

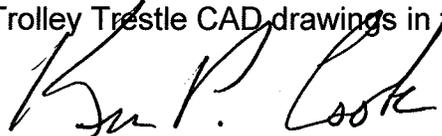
The next step in pursuing a hybrid repair approach is the approval of a contingency task in OBEC's contact for Inspection of Trolley Trestles and Track for CAD drawings. OBEC will complete CAD drawings to document the as-built condition of the City's trestles using the

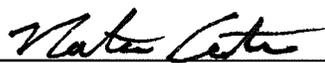
detailed information gathered during their inspection effort. These drawings will be used in future repair projects as a basis for the work, and will assist with tracking critical repair priorities and completed work. OBEC proposes completing this task for a not to exceed amount of \$17,778. The Contract Amendment #2 is attached. The contact summary to date can be found in Table 2, below. Funding for this work is available in the Promote Astoria Fund.

Table 2 – Contract and Contingency Task Summary	
Task	Cost
Original Special Inspection Contract	\$37,067
Contingency Task 1 – 6 th & 14 th Street Park Inspection	\$9,963
Contingency Task 2 – Trestle CAD Drawings	\$17,778
Total =	\$64,808

RECOMMENDATION

It is recommended that City Council consider proceeding with a hybrid repair approach for the Trolley/River Trail trestles and associated infrastructure. It is also recommended that City Council authorize Contract Amendment #2 for the Trolley Trestle CAD drawings in the amount of \$17,778.

Submitted By 
 Ken P. Cook, Public Works Director

Prepared By 
 Nathan Crater, Assistant City Engineer



**CONTRACT AMENDMENT #2
 BETWEEN
 THE CITY OF ASTORIA AND OBEC CONSULTING ENGINEERS
 FOR
 CITY OF ASTORIA TROLLEY LINE INSPECTION**

The AGREEMENT dated February 1, 2016, by and between THE CITY OF ASTORIA, hereinafter called "THE CITY" and OBEC Consulting Engineers., hereinafter called "CONSULTANT", is hereby amended as follows:

Amend Scope of Services of the AGREEMENT to include engineering services for Trolley trestle CAD drawings. Scope will include the items identified in the CAD drawing contingency task, on a time and materials, not to exceed basis. See attached fee schedule and scope for details.

Amend Compensation of the AGREEMENT to increase contract amount by \$17,778.

IN WITNESS WHEREOF, THE CITY AND CONSULTANT have executed this AMENDMENT as of _____, 2016.

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

CONSULTANT:
 OBEC Consulting Engineers

BY: _____
 Arline LaMear Date
 Mayor

BY: _____
 Consultant Date

BY: _____
 Brett Estes Date
 City Manager

BY: _____
 Ken P. Cook Date
 Public Works Director



EUGENE, OR
Corporate Office
541.683.6090

LAKE OSWEGO, OR
503.620.6103

SALEM, OR
503.589.4100

MEDFORD, OR
541.774.5590

VANCOUVER, WA
360.314.2391

www.obec.com

December 17, 2015

Jeff Harrington, PE
City Engineer
City of Astoria
1095 Duane Street
Astoria, OR 97103

RE: City of Astoria Trolley Line Inspection
OBEC Proposal No. P999-0444

Dear Jeff:

As requested, OBEC Consulting Engineers (OBEC) is pleased to present the following proposal for engineering services related to the Inspection of the City of Astoria Trolley Line.

Project Background

The City of Astoria owns approximately 4.7 miles of rail line formerly owned by Burlington Northern Railroad. The rail line running along the south bank of the Columbia River contains eight (8) timber trestles totaling approximately 0.78 miles. The timber trestles were originally constructed in the late 1940s and early 1950s. Currently, the City of Astoria Trolley operates on this rail line annually from March to December.

The intent of this Scope of Work (SOW) is to provide engineering and inspection services so operations can continue from the Port of Astoria to 39th Street. This SOW specifically provides for the in-depth timber evaluation of the eight (8) trestles and a visual inspection of the rail, tie, and ballast from the Trolley Barn at roughly Hamburg Ave. to 39th Street.

Scope of Work

OBEC proposes the following SOW to provide these engineering services.

Task 1 Project Management, Coordination and Project Progress Meetings

The major objectives of this task are to establish the lines of communication and set forth the priorities between Consultant and the City, coordinate and attend meetings between Consultant and the City as needed, and ensure all contract document preparation is submitted and approved in a timely manner.

Consultant shall provide the following Project management and coordination services:

- Schedule, coordinate, and supervise Project work
- Maintain liaison and coordination with the City
- Conduct monthly progress reviews
- Prepare invoices, progress reports, and supporting data
- Monitor Project budget



- Prepare, maintain, and update Project activity schedule

Deliverables:

- Monthly Project Status Reports (with Project schedule updates as necessary). A copy of the Monthly Project Status Report must be submitted with the monthly invoice.

Assumptions:

- Assume the Project Manager will attend two (2) progress meetings, four hours each.

Task 2 Field Inspection

Under this task, OBEC will perform an inspection of the bridges to ascertain the condition of the individual bridge elements. Should you choose to accompany us to the site, we will make those arrangements in advance. Once on site, a FHWA-certified Bridge Inspection Team Leader and assistant will perform a thorough condition inspection of the main structural members in accordance with the current Manual for the Condition Evaluation of Bridges as published by the American Association of State Highway and Transportation Officials (AASHTO) as well as the Federal Highway Administration (FHWA) Bridge Inspector's Reference Manual.

The individual timber elements will be sounded for decay and bored to quantify any section loss.

The following timber trestle bridges will be inspected:

- 230-foot timber trestle at MP 97.3
- 580-foot timber trestle at MP 97.8
- 493-foot timber trestle at MP 98.1
- 225-foot timber trestle at MP 98.4
- 78-foot timber trestle at MP 99.5
- 1,397-foot timber trestle at MP 100.4
- 686-foot timber trestle at MP 100.9
- 420-foot timber trestle at MP 101.1

Furthermore, all rail, ties, and ballast will be visually inspected for signs of distress and decay. The inspection will be performed per the American Railway Engineering and Maintenance-of-Way Association (AREMA) best management practices per the Manual for Railway Engineering.

Assumptions:

- Inspection team will consist of one (1) Team Lead and one (1) Field Technician 3.
- Assume 200 hours for completion of inspections including travel time to and from the project site (100 hours for each member of the inspection team).
- The bridge inspections are to be completed over a two (2) week period including eight (8) nights of lodging and meal expenses. The railway inspection will take an additional two (2) days.
- The bridge inspection will take place from land and by boat as tides permit.
- Assume 20 hours of report writing for one (1) Inspection Project Manager.
- Assume 30 hours of report writing for one (1) Field Technician 3.
- Assume eight (8) hours of Administrative Assistant time for formatting the report.



- The inspection of the Trestle at MP 99.5 will focus on the rail supporting the active trolley and pedestrian walkway. If time allows, the remaining supports for the 2 inactive rail lines will also be inspected.

Deliverables:

- Inspection report, including:
 - Element Level Condition Evaluation
 - Maintenance Summary
 - Photos of the railway and channel, and any element identified to be in "Poor" or worse condition
 - Timber Boring Log
- Narrative summary of the inventory, specifically focusing on bridges with condition issues.
- Maintenance recommendations and cost estimates for repairs required, divided into three categories: Critical, Urgent, and Routine. Also annual maintenance budget projections for the next ten years required to keep the trestles in operation.

Task 3 Prepare CAD Drawings (CONTINGENCY TASK)

This task includes engineering services to prepare CAD drawings showing approximate span lengths, bent configurations, and condition state of timber members. The CAD drawings will serve as basis of future repair contract drawings.

Task 3 Assumptions:

- One (1) cover sheet will be created showing the general proximity of all trestles and general notes. Sixteen (16) plan sheets showing approximate span lengths, bent configurations, and condition state of timber members for each trestle. Three (3) plan sheets showing typical substructure configuration and miscellaneous details.
- One (1) CAD Technician will spend 160 hours drafting the CAD drawings.
- One (1) Field Technician will spend 20 hours providing the CAD technician with information to build the CAD drawings and reviewing the CAD drawings for accuracy.
- Assume the Project Manager will spend eight (8) hours reviewing the CAD drawings.

Deliverables:

- Final 11"x17" paper copy of CAD drawings
- Final PDF copy of CAD drawings
- Electronic ACAD files of drawings

Services Not Included

The following services have not been included in this proposal. OBEC will be happy to provide a proposal for any of these services at your request.

- Detailed engineering of any repairs/upgrades recommended
- Load rating of bridge capacity



Schedule and Fees

OBEC is prepared to complete the field work portion of Task 2 of this scope with 60 calendar days of Notice to Proceed (NTP) followed by delivery of inspection reports and CAD drawings within 90 days of NTP.

The estimated fee for this work is detailed in the attached spreadsheet. Labor rates are based on OBEC's 2015 standard rate table, attached for your reference. We propose to complete the services outlined in our scope of work on a time-and-materials basis for an estimated fee not to exceed (NTE) \$37,067.

Contingency Tasks

We also propose to complete Contingency Task No. 3, at the City's discretion and authorization. The NTE amount for the contingency task is \$17,778.

We trust this proposal provides you with the information required for this condition assessment work and hope that it meets with your approval. Please do not hesitate to contact me at our Lake Oswego office (971.634.2002) if you have any questions.

Sincerely,

Jason Kelly, PE
Project Manager

ATTACHMENT 1
Estimated Labor Costs and Expenses

Astoria Trolley Line Inspection
 City of Astoria
 OBEC Consulting Engineers

December 17, 2015

OBEC Proposal No. P999-0444

TASK	Principal	Const. Project Manager	Project Engineer 3	Senior CAD Tech	Engineering Tech 3	Admin Assistant 3	TOTAL HOURS	COST / TASK
Task 1 Project Management, Coordination and Project Progress Meetings	2	16				2	20	\$2,720
Task 2 Field Inspection		10	120		130	8	268	\$28,524
Task 3 Prepare CAD Drawings (CONTINGENCY TASK)		8		160	20	2	190	\$17,778
<i>Subtotal</i>	2	34	120	160	150	12	478	\$46,022
2015 OBEC Rates	\$ 215.00	\$ 134.00	\$ 122.00	\$ 92.00	\$ 92.00	\$ 73.00		
Total Labor Estimate	\$ 430.00	\$ 4,556.00	\$ 14,640.00	\$ 14,720.00	\$ 13,800.00	\$ 876.00		
						Miscellaneous Expenses		\$5,823
						TOTAL NTE INCLUDING EXPENSES		\$37,067



2015 Salary Grade & Hourly Rates

<u>Personnel Classification</u>		<u>Personnel Classification</u>	
Principal/Chief Engineer	\$215		
<u>Design</u>		<u>Construction</u>	
Division Manager/Sr. Project Manager	\$178	Division Manager/Project Manager	\$151
Sr. Project Engineer	\$154	Construction Group Manager	\$134
Project Manager	\$151	Assistant Project Manager	\$131
Project Engineer 4	\$138	Sr. Engineering Technician	\$131
Project Engineer 3	\$122	Field Engineer 3	\$122
Sr. Roadway/Bridge Designer	\$118	Engineering Technician 3	\$92
Utility Coordinator	\$122	Field Engineer 2	\$92
CAD Manager	\$122	Engineering Technician 2	\$82
Environmental Team Lead	\$114	Engineering Technician 1	\$73
Bridge/Roadway Designer	\$92		
Environmental Specialist	\$76	<u>Administration</u>	
Sr. CAD Technician	\$92	Director Financial Operations	\$199
CAD Technician 2	\$73	Project Coordinator	\$122
CAD Technician 1	\$60	Contract Administrator	\$122
Engineering Intern	\$55	IT Manager	\$99
		Project Controller	\$99
<u>Surveying</u>		Sr. IT Specialist 3	\$99
Division Manager/Project Manager	\$151	Staff Accountant/Project Accountant	\$99
Sr. Project Surveyor	\$124	Administrative Assistant 3	\$73
Project Surveyor	\$110	Branch Office Administrator	\$73
Survey Technician 3	\$92	IT Specialist 2	\$73
Survey Technician 2	\$73	Accounting Specialist 3	\$73
Survey Technician 1	\$60	Accounting Specialist 2	\$60
Survey/Field Intern	\$55	Secretary 2	\$60

Travel/Reimbursable Expenses:

Mileage: ODOT Current Rate
 Reimbursable job costs will be invoiced at cost.

Equipment Charges:

Special equipment @ direct rental cost

EUGENE, OR - Corporate Office - 541.683.6090 FAX: 541.683.6576
 920 Country Club Road, Suite 100B, Eugene, Oregon 97401-6089

PORTLAND, OR AREA - 503.620.6103 FAX: 503.620.8416
 5000 Meadows Road, Suite 420, Lake Oswego, Oregon 97035-2224

SALEM, OR - 503.589.4100 FAX: 503.589.4141
 3990 Fairview Industrial Drive SE, Suite 200, Salem, Oregon 97302-1166

MEDFORD, OR - 541.774.5590 FAX: 541.774.5591
 831 O'Hare Parkway, Medford, Oregon, 97504-4005

VANCOUVER, WA - 360.314.2391 FAX: 360.433.9705
 1111 Main Street, Suite 401, Vancouver, Washington 98660-2987



July 12, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: BRETT ESTES, CITY MANAGER

SUBJECT: LIQUOR LICENSE APPLICATION FROM JOSHUA ALLISON DBA REACH BREAK BREWING LOCATED AT 1343 DUANE STREET FOR A NEW OUTLET FOR A BREWERY PUBLIC HOUSE LICENSE (FINANCE)

Discussion & Analysis

A liquor license application has been filed by Joshua Allison for Reach Break LLC doing business as Reach Break Brewing. This application is a New Outlet for a Brewery Public House License which allows the following:

- May make malt beverages
- May distribute malt beverages to wholesalers in Oregon
- May sell and distribute directly to retail licensees in Oregon in a calendar year no more than 7,500 barrels (31 U.S. gallons to a barrel) of malt beverages produced by the brewery-public house licensee
- May not import malt beverages into Oregon
- May export malt beverages produced at the licensed premises out of Oregon (Oregon has no requirements if you wish to ship or deliver malt beverages to a business or individual outside of Oregon; however, the state or country in which the business or individual is located may have requirements)
- May sell malt beverages, wine, and cider to individuals in Oregon for consumption on or off the licensed business
- May sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises
- Eligible to ship or deliver malt beverages, wine, and cider directly to an Oregon resident
- Eligible to apply for a "special event" license
- Must obtain a privilege tax bond

The site is located at 1343 Duane Street, Astoria. The application will be considered at the July 18, 2016 meeting. A copy of the application is attached.

The appropriate Departments have reviewed the application. No objections to approval were noted.

Recommendation

Staff recommends that the City Council consider this application.

Respectfully submitted,

Susan Brooks
Director of Finance & Administrative Services



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Application is being made for:

LICENSE TYPES

- Full On-Premises Sales (\$402.60/yr)
 - Commercial Establishment
 - Caterer
 - Passenger Carrier
 - Other Public Location
 - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
 - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: _____

ACTIONS

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other _____

CITY AND COUNTY USE ONLY

Date application received: 6-28-16

The City Council or County Commission:

City of Astoria
(name of city or county)

recommends that this license be:

Granted Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: CA

Date: 6/28/16

90-day authority: Yes No

90-DAY AUTHORITY

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

QA ① Joshua Allison Reach Break LLC ③ Finncaus Parker
② Jared Allison ④ _____

2. Trade Name (dba): Reach Break Brewing

3. Business Location: 1343 Duane St Astoria, Clatsop, OR 97103
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: PO Box 773 Astoria, OR 97103
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: _____
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: n/a

9. Will you have a manager? Yes No Name: _____
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? Astoria
(name of city or county)

11. Contact person for this application: Joshua Allison (541) 290-5989
(name) (phone number(s))
PO Box 563 Astoria, OR 97103 josh@reachbreakbrewing.com
(address) (fax number) (e-mail address)

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

Applicant(s) Signature(s) and Date:

① [Signature] Date 6/3/16 ③ [Signature] Date 06/03/16
② [Signature] Date 6/3/16 ④ _____ Date _____



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Reach Break LLC Phone: (541) 290-5989

Trade Name (dba): Reach Break Brewing

Business Location Address: 1343 Duane St

City: Astoria ZIP Code: 97101

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 11:00am to 10:00pm
 Monday 11:00 to 10:00 pm
 Tuesday 11:00 to 10:00 pm
 Wednesday 11:00 to 10:00 pm
 Thursday 11:00 to 10:00 pm
 Friday 11:00 to 10:00 pm
 Saturday 11:00 to 10:00 pm

Outdoor Area Hours:

Sunday 11:00am to 10:00 pm
 Monday 11:00 to 10:00 pm
 Tuesday 11:00 to 10:00 pm
 Wednesday 11:00 to 10:00 pm
 Thursday 11:00 to 10:00 pm
 Friday 11:00 to 10:00 pm
 Saturday 11:00 to 10:00 pm

The outdoor area is used for:

- Food service Hours: 11:00am to 10:00 pm
 - Alcohol service Hours: 11:00am to 10:00 pm
 - Enclosed, how Rope barrier + sign
- The exterior area is adequately viewed and/or supervised by Service Permittees.
 _____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: Possibly reduced hours + days in the winter off-season

ENTERTAINMENT

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- 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: _____ Outdoor: 24
 Lounge: 36 Other (explain): _____
 Banquet: _____ Total Seating: 60

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: 6/8/16



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

July 12, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: BRETT ESTES, CITY MANAGER

SUBJECT: LIQUOR LICENSE APPLICATION FROM CHARLES HOLBOKE DBA CHARLIE'S CHOP HOUSE LOCATED AT 1313 MARINE DRIVE FOR A NEW OUTLET FOR A FULL ON-PREMISES COMMERCIAL ESTABLISHMENT LICENSE (FINANCE)

Discussion & Analysis

A liquor license application has been filed by Charles Holboke for Charlie's Chop House LLC doing business as Charlie's Chop House. This application is a New Outlet for a Full On-Premises Sales Commercial Establishment License which 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
- 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 1313 Marine Drive, Astoria, formerly Hazel's Tavern. The application will be considered at the July 18, 2016 meeting. A copy of the application is attached.

The appropriate Departments have reviewed the application. No objections to approval were noted.

Recommendation

Staff recommends that the City Council consider this application.

Respectfully submitted,

Susan Brooks

Director of Finance & Administrative Services



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

10 City

Application is being made for:

LICENSE TYPES

- Full On-Premises Sales (\$402.60/yr)
 - Commercial Establishment
 - Caterer
 - Passenger Carrier
 - Other Public Location
 - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
 - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: _____

ACTIONS

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other _____

PAID PAID
JUN 24 2016
BY: _____

CITY AND COUNTY USE ONLY

Date application received: 6-24-16

The City Council or County Commission:

City of Astoria
(name of city or county)

recommends that this license be:

- Granted
- Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: CA

Date: 6/24/16

90-day authority: Yes No

90-DAY AUTHORITY

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① ~~Charles Holbake~~ Charlie's Chop House, LLC

② _____ ④ _____

2. Trade Name (dba): Charlie's Chop House

3. Business Location: 1313 MARINE DRIVE, ASTORIA CLATSOP OR 97103
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: _____
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: _____
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: _____

9. Will you have a manager? Yes No Name: _____
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? ASTORIA
(name of city or county) *

11. Contact person for this application: Charles Holbake 503-325-4800
3323 HARRISON AVE (name) (phone number(s))
695-3853, Astoria, OR 97103 charlieholbake@netzero.com
(address) (fax number) (e-mail address)

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

Applicant(s) Signature(s) and Date:

① Charles P. Holbake Date 6/24/16 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Charles Holboke Phone: 503-338-7463

Trade Name (dba): Charlie's ChopHouse

Business Location Address: 1313 MARINE DRIVE

City: ASTORIA ZIP Code: 97103

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	<u>5</u>	to	<u>11</u>
Monday	<u> </u>	to	<u> </u>
Tuesday	<u> </u>	to	<u> </u>
Wednesday	<u> </u>	to	<u> </u>
Thursday	<u> </u>	to	<u> </u>
Friday	<u> </u>	to	<u> </u>
Saturday	<u> </u>	to	<u> </u>

Outdoor Area Hours: NA

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

The outdoor area is used for:

- Food service Hours: _____ to _____
- Alcohol service Hours: _____ to _____
- Enclosed, how _____

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

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply: possibly

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers

- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming

- Pool Tables
- Other: Shuffleboard

DAYS & HOURS OF LIVE OR DJ MUSIC

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

SEATING COUNT

Restaurant: 49 Outdoor: _____

Lounge: _____ Other (explain): _____

Banquet: _____ Total Seating: 49

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: Charles P. Holboke Date: 1-4-16

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

July 8, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: RESOLUTION SUPPORTING THE CITY OF ASTORIA'S "COAST GUARD CITY" RECERTIFICATION APPLICATION

DISCUSSION/ANALYSIS

The City of Astoria was originally designated as a Coast Guard City on May 1, 2011. In order to retain this designation, every five years the City is required to submit an application for recertification as a Coast Guard City. The application will be reviewed by the Coast Guard City Board in September 2016 and, if approved, the City's status will be renewed for another five year term. Jerry Ostermiller assembled the original application and is again assisting the City with this recertification process.

RECOMMENDATION

It is recommended that Council adopt the resolution supporting the recertification application in order to retain its Coast Guard City status.

RESOLUTION NO. 16-_____

**A RESOLUTION SUPPORTING THE CITY OF ASTORIA'S
COAST GUARD CITY RECERTIFICATION APPLICATION**

WHEREAS, the people of Astoria, Oregon share a rich history with the United States Coast Guard and have provided a home for the Coast Guard since 1915; and

WHEREAS, Astoria is part of the US Coast Guard 13th District, Sector Columbia River; and

WHEREAS, the City of Astoria was designated a Coast Guard City on May 1, 2011; and

WHEREAS, every five years the City is required to submit an application for re-designation as a Coast Guard City; and

WHEREAS, we are stronger because of the dedication and support we receive from the United States Coast Guard; and

WHEREAS, the men and women of the Coast Guard contribute many intangible benefits to the local community in addition to the services they provide -- they are our neighbors, our friends, as well as role models and mentors for our young people; and

WHEREAS, Astoria is extremely honored to be named a Coast Guard City and wishes to continue this designation.

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

Section 1. The Astoria City Council wholeheartedly endorses and supports the recertification application and looks forward to retaining Coast Guard City status.

Section 2. Effective Date. This Resolution is effective on the date of its passage.

ADOPTED BY THE CITY COUNCIL THIS 18TH DAY OF JULY, 2016.

APPROVED BY THE MAYOR THIS 18TH DAY OF JULY, 2016.

Mayor

ATTEST:

City Manager

ROLL CALL ON ADOPTION	YEA	NAY	ABSENT
Councilor Nemlowill			
Herzig			
Price			
Warr			
Mayor LaMear			