

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

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

Councilors Excused: Brownson

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

REPORTS OF COUNCILORS

Item 3(a): Councilor Nemlowill reported that Tina Fey had a lot to say on Saturday Night Live about the incident in Charlottesville, VA. She encouraged everyone to look up the click on YouTube by searching for "Tina Fey Cake." Ms. Fey had said it broke her heart to see evil forces descend upon Charlottesville and a lot of people are asking what they can do. Ms. Fey urged people to order a cake with the American flag on it and eat it. Sheet cake eating is a grass roots movement that many women have been doing since the election. Councilor Nemlowill invited everyone at the meeting to enjoy the American flag sheet cake she had in the next room.

Item 3(b): Councilor Jones reported that the Mill Pond Homeowners Association had called him about an overgrown area west of the neighborhood. The area had become a jungle of blackberries and Scotch broom. People had been hanging out in that area at night, which made residents uncomfortable. He appreciated Public Works Staff for cleaning up the area the next day. He thanked the Fire, Police, and other City Officials who helped make the Regatta safe for the community.

Item 3(c): Councilor Price had no reports.

Item 3(d): Mayor LaMear reported that she had a great time at the Regatta. This was the 123rd Regatta and she looked forward to next year. She heard the event needed more bands.

CHANGES TO AGENDA

City Manager Estes requested the addition of New Business Item 7(a): Waterfront Bridge Replacement Project – Construction Easements. The agenda was approved with changes.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 5(a) City Council Minutes of 7/3/17 and 7/17/17
- 5(b) Boards and Commission Minutes
 - (1) Parks Board Meeting of 5/24/17
 - (2) Planning Commission Meeting of 5/23/17
 - (3) Historic Landmarks Commission Meeting of 5/16/17
- 5(c) Agreement for Installation of Tiny Free Library in McClure Park (Parks)

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

REGULAR AGENDA ITEMS

Item 6(a): Bear Creek Headworks Dam Maintenance Public Hearing & Contract Award (Public Works)

The City of Astoria's Bear Creek Dam is a 90-foot high concrete dam built in 1912 and raised 15 feet 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. In early 2013, the City initiated a seismic failure analysis of the dam. The study is now complete and it has been determined that the dam does not need to be structurally modified/mitigated; however, there is some remaining work to do at the headworks to improve operations and prevent future dam overtopping events. Future projects consist of repair to the 63-year-old main drainage piping, a probable maximum flow study for the watershed, and a possible future overflow weir to the east of the Bear Creek Reservoir. This memorandum is for the highest priority next step, which is the continued maintenance of the dam, specifically maintenance of the barrel gate, which helps control the reservoir elevation.

To complete the needed repairs, staff recommends execution of \$30,000 contract with Dam Maintenance Management. This firm has been recommended by the Oregon Water Resources Engineer. In order to sole source to this firm City Code requires that exemption findings be prepared and a public hearing be conducted. Staff has prepared the exemption findings and a public hearing has been advertised.

It is recommended that the City Council conduct a public hearing for the purposes of taking public comments on the findings for exemption from the competitive solicitation requirements, as well as, adopt findings that authorize the sole sourcing of the contract with Dam Maintenance Management to provide valve repair services for the not-to-exceed amount of \$30,000.

Mayor LaMear opened the public hearing at 7:06 pm and called for testimony on the contract for Bear Creek Dam maintenance. Hearing none, she closed the public hearing at 7:07 pm.

City Council Action: Motion made by Councilor Price, seconded by Councilor Nemlowill, to adopt findings that authorize the sole sourcing of the contract with Dam Maintenance Management to provide valve repair services for the not-to-exceed amount of \$30,000. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, and Mayor LaMear; Nays: None.

Item 6(b): Amendment to the Agreement Between Verna S. Oller Aquatic Trust and the City of Astoria (Parks)

While evaluating the first year of the agreement with the Verna S. Oller Trust to provide residents living in the southern portion of Pacific County, Washington, managers of the Trust brought to City Staff's attention that some South Pacific County residents are utilizing the Astoria Aquatic Center so frequently that their daily "drop-in" charges in one month's time far exceed the cost for a monthly pass. This creates high expenses for some users and billing rates that the Trust may not be able to sustain over long periods of time.

To sustain the agreement between the Verna S. Oller Aquatic Trust and the City of Astoria, managers of the Trust have requested that a cap be placed on billing for individuals who visit the Aquatic Center more than eight times in a month. Once an individual visits the Astoria Aquatic Center for the 8th time within a month, their 8 drop-in charges will be converted into a monthly pass, allowing for continued use of the Aquatic Center for the remainder of the month.

An amendment has been created that reflects this update to the agreement. Parks and Recreation staff has set up the required changes in the Department's point of sale and recreation management software system, which tracks Aquatic Center visits, to accommodate this request.

It is recommended that City Council approve the Amendment to the Pool Use Agreement with the Verna S. Oller Aquatic Center Trust.

Councilor Nemlowill asked how this agreement was reached. She also wanted to know if Staff felt the agreement would be beneficial. The City needs money right now and it sounds strange to give people who are not Astoria residents a bargain rate to the pool. Director Cosby said the agreement would benefit Astoria. The trust partners with the Dunes Pool in Ocean Park, WA as well as the Aquatic Center. The trust's evaluation of their first year of

the agreement indicated users were visiting the Aquatic Center and the Dunes Pool up to 30 days each month. Astoria's daily rate for adults is \$7.50. In order to maintain the partnership with the Trust, Astoria's rates and services must remain consistent with the Dunes Pool. The City negotiated with the Trust to cap the daily rate at eight days and it will be up to the Parks Department to decide whether users will be allowed to continue using the Aquatic Center after eight visits. The City made a business decision to remain competitive with the Dunes Pool so that those users would continue to come to the Aquatic Center.

Councilor Nemlowill asked how long the cap would last, and if the City could get out of it if the fee structure was changed. She has heard from citizens that they do not believe it is fair that Astoria residents pay the same as non-residents for Parks and Recreation Services. Director Cosby explained the cap was not based on a dollar value, but the amount of total visits. If the City implemented a non-resident fee, the Oller Trust would need to be given 30 days written notice.

Mayor LaMear called for comments from the audience. There were none. She explained the Trust provides pool services for residents in southern Washington.

Director Cosby added that the new agreement would bring in \$58,000 to \$60,000 over the next year. It is in the City's best interest to keep a good working relationship with the Trust.

Councilor Price asked how many use the pool more than eight times a month. She also wanted to know how much a monthly pass costs. Director Cosby said only a handful of people used the pool more than eight times a month. An ACH pass costs \$50 a month, which is \$10 less than paying the adult daily rate for eight days. The youth and senior daily rate is \$5.50 and the ACH pass is \$40 per month.

City Council Action: Motion made by Councilor Price, seconded by Councilor Jones, to approve the Amendment to the Pool Use Agreement with the Verna S. Oller Aquatic Center Trust. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, and Mayor LaMear; Nays: None.

Item 6(c): Agreement Between Sunset Empire Parks and Recreation District and the City of Astoria (Parks)

The Sunset Empire Park and Recreation District will be closing the Sunset Pool from October 20, 2017 - December 3, 2017 for repair and renovation projects. Due to the duration of this project, Sunset Empire Park and Recreation District seeks to provide an alternative facility to its members for aquatic and fitness use.

Sunset Empire Park and Recreation District has contacted the City of Astoria's Parks and Recreation Department to partner in providing services to the preregistered members of Sunset Empire Park and Recreation District during this timeframe.

A Pool Use Agreement has been drafted, and provides preregistered members of Sunset Empire Park and Recreation District permission to utilize the Astoria Aquatic Center without charge for the facility's "drop-in" programs. In return, the Sunset Empire Park and Recreation District will pay the City of Astoria the full admission cost for each service rendered. It is recommended that City Council approve the Agreement.

Mayor LaMear asked how this agreement would impact the ability of pool users to reserve or use a swimming lane for lap swimming, which was already difficult to do. Director Cosby said that would depend on what time of day users want to use a lane for lap swimming. Typically, the most congestion occurs during swim team season, which is mid-November through January, 4:00 pm to 7:00 pm. Even without the agreement, she encouraged residents to avoid the congested times if they want a lane all to themselves. She hoped attendance and revenue increased as a result of the agreement. She did not anticipate problems escalating much, but Staff would work to offset team practices.

City Council Action: Motion made by Councilor Jones, seconded by Councilor Price to approve the Pool Use Agreement with Sunset Empire Park and Recreation District. Motion carried unanimously. Ayes: Councilors Price, Jones, Nemlowill, and Mayor LaMear; Nays: None.

Item 6(d): Summary of ArborPro Inc.'s Tree Inventory and Condition Services in Astoria Parks and Open Spaces (Parks)

During the 2016-2017 fiscal year budget process City Council allocated \$30,000 to inventory the trees managed by the Parks and Recreation Department. This inventory would develop an index of the type, condition, size, location, health, and potential hazards for all individual trees in the parks and open spaces managed by the Department. Completing a tree inventory also aligns with the Parks and Recreation Comprehensive Master Plan. In section 6.2 of the 2016 Parks Master Plan, "Developing a Parks and Facilities Maintenance Plan" is listed as a recommendation. Any Parks Maintenance plan must take into account the current trees in a given park and their future growth potential.

ArborPro has completed a comprehensive tree inventory on all Parks properties and the entire inventory and survey was completed in the spring of 2017 in order to capture representative photos of all trees with their foliage fully developed. Data was collected for over 1,800 trees. ArborPro's summary report is attached to the memo with data on tree counts and distribution at individual sites, distribution graphs of tree characteristics, and information on species types and conditions by site.

The totality of the tree inventory database and management and reporting abilities of the ArborPro software will be essential tools moving forward with day-to-day maintenance decisions, future Park development activities, and will provide the Parks Department with real-world information, which will allow us to make informed decisions and be the best stewards of our community's important tree resources.

Staff will be making a presentation on the inventory project at the Council meeting. No action is required.

Parks Maintenance Supervisor Jonah Dart-McLean gave a Power Point presentation on the results and findings of the tree inventory and provided an overview of the tree management software.

Mayor LaMear believed Arbor Care's report was superb. She asked if the City had enough Staff to carry out all of the recommended work. Supervisor Dart-McLean explained that Staff had options and it was likely the City would never complete the higher risk work. However, the new Grounds Coordinator would be required to get an arborists certification after 18 month, which would be in about March of 2019. He has a background in forestry as well, so Staff has a good baseline of knowledge to work on the manageable tasks. City Manager Estes added that this year's budget included funds to begin implementing the plan.

Director Cosby noted that during windstorms, the City loses several trees each year. Priority 1 and 2 removal trees have been identified as such a risk that the City would be removing them in the next month or two and replanting. Tree removal is paid for annually out of the Hazardous Tree Removal Fund. She believed it would take Staff a year or two to catch up on their work and then tree removal costs would decrease.

Councilor Nemlowill said it seemed like the Parks Department was doing a good job being proactive about managing the trees. She was glad to hear positive news from the Parks Department. Lately, the focus of meetings has been on giving the department more money. She hoped some of the changes that Council voted on would make things better for the department.

Mayor LaMear asked if there were any benefits to being designated as a Tree City USA. Supervisor Dart-McLean said the designation would be good for public relations because he did not believe there were many other Tree Cities nearby. The program would also provide grant opportunities.

City Manager Estes said Staff could look into the Tree City program requirements. Staff would need to make sure the requirements would not burden the Parks Department, particularly while the department is trying to rebuild.

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

Item 7(a): Waterfront Bridge Replacement Project – Construction Easements

City Manager Estes explained the Public Works Department had been working on the Waterfront Bridge Replacement Project to replace bridges over the Columbia River on 6th and 11th Street. Staff coordinated with Oregon Department of Transportation (ODOT) on the designs and now needs to finalize construction easements on private property. City Council will need to put a process in place as soon as possible so the City can acquire

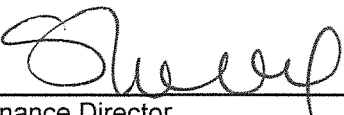
the easements and avoid delaying the project. He requested a Special Meeting on Thursday, August 24, 2017 at 12:00 pm.

Commissioners confirmed they would be able to attend at the proposed time.

ADJOURNMENT

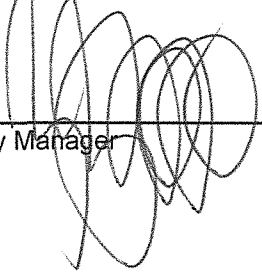
There being no further business, the meeting was adjourned at 7:34 pm.

ATTEST:



Finance Director

APPROVED:



City Manager