

A work session of the Astoria Common Council was held at the above place at the hour of 2:00 pm.

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

Councilors Excused: None

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

## REGULAR AGENDA ITEMS

### Item 3(a) Fiscal Year 2020-21 Departmental Priorities

#### Item (a): Public Works

Director Harrington updated the City Council on the progress made on their list of projects and day to day operations. He noted which projects had been complete, which projects were still ongoing, and which projects had been put on hold. His presentation included an overview of new projects that had been added to the list, funding sources and costs for each project, details about the department's priorities and goals, Staff training, and challenges that impact the department. City Manager Estes gave a detailed explanation of the impact of state laws on gas taxes and the City's bi-annual paving projects. He recommended that Councilors express their concerns to the League of Oregon Cities. Staff answered questions from Councilors about State laws, wastewater treatment, paving and intersection upgrades, the geographical information system (GIS), and Staff's efforts to mitigate risk. Director Harrington provided copies of his presentation to Councilors at the dais.

#### Item (b): Astoria Police Department

Deputy Chief Halverson provided Councilors with copies of his presentation. He gave a detailed overview of the department's accomplishments and challenges, priorities and goals, day to day operations, ongoing projects, service call statistics, and partnerships with other jurisdictions. During the presentation, he answered clarifying questions from Councilors about Staff training, call center operations, service call statics, and staffing levels. City Manager Estes noted that this presentation did not include a lot of details about relocating the public safety building because that would be discussed in an upcoming work session.

#### Item (c): Astoria Fire Department

Chief Crutchfield presented updates on staffing levels and volunteers, training, equipment upgrades, collaboration with other departments, policy updates, partnerships with other jurisdictions, reporting software, emergency response and disaster resilience. He provided information on ongoing projects, planned projects, department goals and priorities. Staff provided a brief overview on their work to make recommendations on a new public safety building and answered clarifying questions about the new public safety building, inspection services, training facilities, and policy updates.

#### Item (d): Astoria Parks and Recreation

Parks Maintenance Supervisor Dart-McLean gave a presentation on the department's achievements, goals, challenges, budgeting, and priorities. He provided information on programs and projects, day to day operations, staffing levels, partnerships with other organizations, efforts to implement the Parks Master Plan, and upcoming changes to the scholarship program. Staff answered questions about grant funding for public restrooms, childcare services, consolidating the aquatic center and the recreation center, and park adoption programs.

Councilors and Staff briefly discussed the need for more childcare, and the limited space and staffing that prevents the City from expanding childcare facilities and services. Supervisor Dart-McLean provided Councilors with copies of the department's annual program guide, noting that Spanish and English versions were available at the aquatic center and recreation center.

Mayor Jones called for a recess at 4:13 pm. The meeting reconvened at 4:23 pm.

**Item (e): Library**

Director Pearson displayed three certificates appointing Charles W. Halderman as Postmaster of Astoria, which contained authentic presidential signatures and Pony Express seal. These certificates were recently found in the library basement and would be preserved, catalogued, and added to the archives. He provided the Councilors with copies of a handout showing the monetary values of the library's services to the community over the last six months. He gave a presentation on the department's ongoing projects, upcoming projects, programming and services, goals and priorities, budget considerations, an update on the renovation, partnerships with other libraries and community organizations, staffing levels, challenges, and policies. Staff answered questions from Councilors about carbon credit funding, hiring a grant writer for the renovation, facility maintenance, and the new mobile unit.

**Item (f): Community Development**

City Manager Estes handed out copies of a summary of his presentation on the department's successes, challenges, and goals for the next fiscal year. He provided a detailed report on completed, ongoing, and planned projects. He explained the complexities and controversial nature of several of the projects, and shared details of Staff's efforts to overcome challenges related to limited staffing, land use planning and policies, State mandates, and the unusually high volume of Code amendments. His presentation also provided an overview of day to day operations, collaboration with other departments, policies and procedures. He answered questions from Councilors about disaster preparedness efforts, policy and procedure updates, and the impact of a geohazard ordinance on the development review process.

**Item (g): Finance**

Director Brooks reported on the department's priorities, goals, staffing levels, training, projects, challenges, and opportunities. She shared information about how all of the departments work together and with Finance to share resources and achieve goals. She also reviewed policy and procedure updates, legislative changes, services provided by vendors, tools and services provided to other departments and Staff.

Councilors expressed their appreciation for all of Staff's work and their understanding of the challenges presented. The reports were very thorough and helpful for the Councilors.

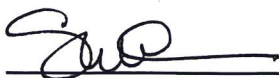
**Item 3(b): City Council Goals Updates**

Mayor Jones suggested that City Council Goals be discussed at a future work session. City Manager Estes recommended the goals be discussed at the next work session, prior to discussing the public safety building.

**ADJOURNMENT**

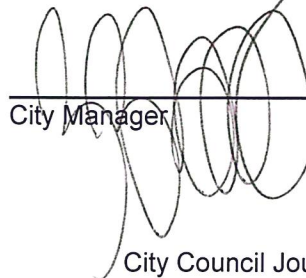
There being no further business, the meeting was adjourned at 5:31 pm.

**ATTEST:**



Finance Director

**APPROVED:**



City Manager