

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

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

Councilors Excused: None

Staff Present: City Manager Estes. City Engineer Crater, Fire Chief Crutchfield, and City Attorney Henningsgaard attended via Zoom. The meeting was live streamed and recorded, and will be transcribed by ABC Transcription Services, Inc.

PRESENTATIONS

Item 3(a): Dr. Edward Harvey Historic Preservation Award

Mayor Jones reviewed the history of the Dr. Harvey Award and presented the following awards:

- Historic Residential Property – 672 15th Street, Curtis and Rosemary Johnson
- Historic Commercial Property – 904 Commercial Drive, M&N Building, Marcus and Michelle Liotta
- Historic Institutional Property – 1103 Grand Avenue, 1st Presbyterian Church, Bill Van Nostran

Ms. Johnson said she appreciated the award. She thanked her two sons for doing a lot of the work and noted that her husband meticulously restored all 30 windows by hand, including all of the crown mouldings and casings. They were still working on the interior and the project has been a labor of love.

Mr. Van Nostran said the credit for the maintenance of the church and its preservation belongs to Linda Oldenkamp and the committee she chaired and directed over the last six years.

Linda Oldenkamp said the church spent a year trying to decide if this project should be done. The committee painted the building and restored the windows in the fellowship hall. The church received over \$20,000 from the community. She was glad the City supported historic preservation.

REPORTS OF COUNCILORS

Item 4(a): Councilor Rocka reported that he attended three webinars on police training and procedures. He represented the City on the Columbia River Estuary Study Taskforce (CREST). CREST's revenue is not related to COVID-19, so they were able to pass their budget as usual. He congratulated the Fire Department on their anniversary and said he met Director Leatherman.

Item 4(b): Councilor West reported that a grant from Business Oregon was available for small businesses that provide technical assistance. Details are being distributed by the Chamber of Commerce. She encouraged everyone to support each other with the new mask mandate.

Item 4(c): Councilor Herman thanked Bob Dorn, CEO of Hyak Maritime, and other businesses for donating funds for the fireworks display on July 4th. The fireworks were a big surprise to most people. Many people told her it was the best fireworks display they had seen. Everyone at the Maritime Museum was social distancing. She thanked the winners of the Dr. Harvey Awards for restoring part of Astoria's history. Historic preservation is not cheap, but she and many Astorians were appreciative.

Item 4(d): Councilor Brownson reported that he met Director Leatherman as well. He looked forward to her leadership and was happy to have her. City Manager Estes can now focus on his own business without also serving as the Community Development Director. He also thanked Bob Dorn for the fireworks. He watched them from his boat out on the water and the show was great. He congratulated the Fire Department for celebrating 150 years and the Dr. Harvey Award recipients for their hard work. He noted that the status updates from the department heads provide great transparency. The reports are very thorough and have a lot of detail

about what each department is doing. He reminded everyone to wear masks, practice physical distancing, and wash hands. There have only been three new infections in the county, but surrounding counties have 15 to 20 new infections a day.

Item 4(e): Mayor Jones had no reports.

CHANGES TO AGENDA

No changes.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 6(a) City Council Minutes of June 1, 2020
- 6(b) Department Head Status Updates
 - (1) Astoria Parks and Recreation Status Update
 - (2) Public Works Status Update
 - (3) Fire Department Status Update
 - (4) Library Status Update
 - (5) Finance Admin Services Status Update
 - (6) Community Development Status Update
- 6(c) Liquor License Application from Astoria Downtown Market LLC doing business as Astoria Downtown Market, located at 1020 Commercial Street, Ste A, for an Off-Premises Sales License

City Council Action: Motion made by Councilor Rocka, seconded by Councilor Brownson, to approve the Consent Calendar. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

REGULAR AGENDA ITEMS

Item 7(a): Public Hearing: Community Development Block Grant \$150,000 Emergency Small Business and Microenterprise Assistance Grant serving Clatsop County for COVID-19 Community Response

The City Manager and staff have been working with Clatsop Small Business Development Center (SBDC), Business Oregon, and Columbia-Pacific Economic Development District (Col-Pac) to identify a plan to move forward cooperatively on a Community Development Block Grant (CDBG) application. The project has been through the pre-application process with the State of Oregon and the project has been invited to the next phase of submitting a complete application. The project team has been working on the application and was notified that additional resources may be available and that additional information needs to be read into the public hearing record. The State of Oregon expects to receive approximately \$18.6 million in additional Community Development Block Grant funds. If more funds become available from the Community Development Block Grant program, the City intends to request additional funds for the two project types they are applying for: Emergency Small Business and Microenterprise Assistance Grant and Public Services Grant.

This is a joint project seeking a \$150,000 Emergency Small Business and Micro Enterprise Assistance Grant for Clatsop County, for COVID-19 impacted small businesses. The Emergency Business Assistance grant program is intended to:

- Help businesses remain solvent through the crisis and be ready/able to rebuild and/or reopen
- Fill Specific cash flow gaps in businesses' larger efforts to scale down, reduce expenses and take any additional defensive measures to survive the crisis.

Col-Pac, NW Oregon Regional Economic Development District, with CDBG experience, will provide grant writing and grant management.

It is estimated that the proposed projects will benefit at least 60 to 100 business owners and their employees, all of whom will be low- or moderate income. Examples of eligible types of assistance to Small Businesses/MicroEnterprise include:

- New businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to COVID-19.
- Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
- Provide technical assistance, grants and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.
- The Emergency Business Assistance grant program is intended to;
- Help businesses remain solvent through the crisis and be ready/able to rebuild and/or reopen.
- Fill specific cash flow gaps in businesses' larger efforts to scale down, reduce expenses, and take any additional defensive measures to survive the crisis.

A public hearing is required by CDBG before an entity may apply for funding. The purpose of this hearing is for the City Council to obtain citizen views and to respond to questions and comments about: community development and housing needs, especially the needs of low- and moderate-income persons, as well as COVID-19 related needs in the community that might be assisted with the two proposed Community Development Block Grant projects.

Mayor Jones read a public notice into the record, as required by the State of Oregon. A copy of the notice was included in the Agenda packet. He opened the public hearing at 7:42 pm and called for public comments on the CDBG grant. There were none.

Councilor Brownson said he was glad the City got the grant. Small businesses are having a difficult time, and he hoped this helped bridge a gap. He asked how the grant program would be advertised.

Mary MacArthur, Col-Pac, confirmed that the City, County, CEDR, and the Chambers of Commerce in the county would be advertising. CEDR is ready to implement the funding.

Councilor West asked if the grant would be available to all types of small businesses.

Ms. MacArthur replied the grants are for low- and moderate-income recipients. Additional funds from Business Oregon are targeted at businesses with less than 25 employees.

Mayor Jones closed the public hearing at 7:47 pm.

Item 7(b): Public Hearing: Community Development Block Grant Public Services Grant for Clatsop County - \$50,000 COVID-19 Community Response

The City Manager and staff have been working with Clatsop County, Business Oregon, and Columbia -Pacific Economic Development District (Col-Pac) to identify a plan to move forward cooperatively on an application. A public hearing was held on May 18th. The project has been through the pre-application process with the State of Oregon and the project has been invited to the next phase of submitting a complete application. The project team has been working on the application and was notified that additional resources may be available and that additional information needs to be read into the public hearing record. The State of Oregon expects to receive approximately \$ 18.6 million in additional Community Development Block Grant funds. If more funds become available from the Community Development Block Grant program, the City intends to request additional funds for the two project types they are applying for: Emergency Small Business and Microenterprise Assistance Grant and Public Services Grant.

This is a joint project seeking a Public Services Grant for Clatsop County, for COVID-19 Community Response for \$50,000. The Community Development Block Grant (CDBG) funds would be used for county-wide purchase and distribution of personal protective equipment (PPE) to support emergency responders and also public health workers as well as costs associated with community testing. The City of Astoria is the grant applicant because it is the only public entity in the County current with CDBG applicant requirements.

A public hearing is required by CDBG before an entity may apply for funding. The purpose of this hearing is for the City Council to obtain citizen views and to respond to questions and comments about: community development and housing needs, especially the needs of low- and moderate-income persons, as well as

COVID-19 related needs in the community that might be assisted with the two proposed Community Development Block Grant projects.

Mayor Jones read a public notice into the record, as required by the State of Oregon. A copy of the notice was included in the Agenda packet. He opened the public hearing at 7:54 pm and called for public comments on the CDBG grant.

Councilor Rocka said he appreciated the county-wide teamwork involved in the projects.

Mayor Jones closed the public hearing at 7:55 pm.

Item 7(c): Consideration to Extend COVID-19 Emergency Declaration

At the March 16, 2020 City Council Meeting, Council adopted a declaration of local emergency in the City of Astoria in response to the COVID-19 coronavirus outbreak. The declaration was extended three times and is currently set to expire on July 6. Mayor Jones has asked this item to be brought to Council for consideration of another extension. It is suggested that the resolution be extended to through Tuesday, September 8, 2020 (a City Council meeting date) to coincide with Governor Brown's extension of the Executive Order extending the State of Emergency through September 4.

It is recommended that City Council consider extending the state of emergency in the City of Astoria to September 8, 2020.

Mayor Jones said he recommended extending the declaration to September instead of August because he anticipated that the situation would continue for some time.

Councilor West added that the declaration could be revoked early as well.

Mayor Jones called for public comments. There were none.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Rocka to extend the COVID-19 emergency declaration through Tuesday, September 8, 2020. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(d): Authorization to Award Construction Contract – Trestle Repair Project

The Trolley Trestle Repair Project is essential because continued maintenance on the trestle structure is required to keep the River Trail open and the rail operational for the Astoria Riverfront Trolley. In addition, this project includes critical improvements to the trestle directly east of the 11th Street bridge (recently rebuilt as a part of the Waterfront Bridge Project). This will allow the existing load restrictions to be removed.

The goal of the Trolley Trestle Repair Project is to address critical repairs on the 6th through 11th Street Trestle, Mill Pond Trestle, 6th Street Park Pier, and the 14th Street Park Pier.

In August 2019, Council authorized bid advertisement of this project. Four competitive bids were received on June 18, 2020.

Bergeman Construction provided the lowest responsible bid for the project and DOWL (Structural Engineering Consultant) will be providing construction support services to ensure compliance with their design plans for the project. It is recommended that City Council authorize staff to award a construction contract to Bergeman Construction for the Trestle Repair Project in the amount of \$288,999.91. In addition, it is recommended that City Council authorize staff to execute Contract Amendment #3 in the amount of \$17,201 with DOWL for expanded construction services.

Councilor Herman asked if the trolley shelter at 11th Street would be replaced after construction is complete. Engineer Crater said the trolley shelter would be removed from the southeast corner and the replacement would be located on the northwest corner during the next maintenance project.

Councilor Rocka stated he appreciated that Public Works Staff had the expertise to evaluate the bids. Councilors do not have the engineering or construction background to know what it should cost to replace a even a railroad tie.

Councilor Brownson asked for details about Bergeman Construction. City Manager Estes said Bergeman was a local company. Engineer Crater added that Public Works has a long history with Bergeman. They worked on the vaulted sidewalk around the Garden of Surging Waves, which was a very complicated project.

Councilor West asked if the amount to be approved included a 15 percent contingency. Engineer Crater said no, the amount was just the bid for the contract. The engineer's estimate, which was \$350,000, included the 15 percent contingency.

City Council Action: Motion made by Councilor Rocka, seconded by Councilor West to authorize staff to award a construction contract to Bergeman Construction for the Trestle Repair Project in the amount of \$288,999.91. Motion carried unanimously. Ayes: Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

City Council Action: Motion made by Mayor Jones, seconded by Councilor Brownson to authorize staff to execute Contract Amendment #3 in the amount of \$17,201 with DOWL for expanded construction services. Motion carried unanimously. Ayes: Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(e): Authorization to Bid – 2020 Paving Project

The Public Works Department developed a list of streets to be included in the 2020 Paving Project. These locations were chosen using input from the City's pavement maintenance software, anticipated future project needs, stopgap maintenance obligations, field evaluation, and cost efficiency considerations. The project will include asphalt pavement overlay, asphalt grinding, ADA ramp upgrades, road base reconstruction, curb repair, striping and other associated improvements. The construction estimate for this project is approximately \$440,000, including a 5 percent contingency. This is an essential project due to the need for continued maintenance of our roadway network. It helps promote safe pedestrian and vehicular mobility throughout the City. Additionally, funds for this project are already in hand from earlier fuel tax collections.

It is recommended that City Council authorize staff to solicit bids for the 2020 Paving Project.

Engineer Crater gave a Power Point presentation on the details of the paving project, which included brief overview of the City's pavement maintenance program.

Councilor Herman asked where City streets fell in the Pavement Condition Index (PCI). Engineer Crater said Astoria's streets were in the low 60s or high 50s, which is at the lower end of the "fair" category. Higher volume roads tend to be in the "good" range because Staff prioritizes those roads.

Councilor Herman asked if the City is able to keep up with required maintenance. Engineer Herman explained the City does a \$400,000 to \$500,000 overlay project once every two years. This is not an adequate funding level for keeping up with deferred maintenance, but Staff comes up with creative ways of stretching City dollars.

Councilor Brownson said the economy was good during the last paving project, so all of the bids came in high. The City only did as much work as they could afford. He hoped this year, the City would be able to do all of the necessary work. Engineer Crater added there were a number of uncertainties with the current economic situation, but oil prices are down significantly and Staff expects the price of asphalt to be the same as it was in 2018. Staff will advertise in the next week or two, after the drawings and documents have been finalized.

Mayor Jones called for public comments.

David Oser asked why West Jerome has never been paved.

Engineer Crater stated he would look into that and provide Mr. Oser with details. Astoria has several paved or partially paved roads that are not maintained by the City.

City Manager Estes noted the Goonies street is a public right-of-way with a privately maintained improvement that has never been accepted by the City. Several of those exist in the city. Additionally, the City has infill development standards that allow for driveway type improvements in rights-of-way so that homeowners do not have to build full width curbs and gutters.

John Edwards, Public Works Department stated the section off of West Kensington and West Jerome is not maintained by the City.

Councilor Herman asked why a street would not be maintained by the City. City Manager Estes explained that sometimes developers do not build a roadway to a standard acceptable to the City.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Herman, to authorize staff to solicit bids for the 2020 Paving Project. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

City Manager Estes noted that the bids will be presented to City Council because the amounts will be above the City Manager's spending limit.

Item 7(f): Resolution to Amend Resolution Regarding the Astoria Public Library

Resolution 90-36 adopted on November 5, 1990 updated the establishment of the Astoria Public Library as a Department of the City. In review of this Resolution it is determined that certain sections require update.

First, in Section 7, the Library Board terms of service dates currently expire on June 30 and begin on July 1 - which follow the fiscal year calendar. In order to create consistency with the term dates of the other City of Astoria boards and commission member terms, Section 7 of the Resolution may be revised to begin on January 1 of the appointment year.

Mayor Jones has proposed that current Library Board members' terms be pushed forward to the end of the year of their respective term. This way all board members terms will corresponded to the time frames of appointment for other City Boards and Commissions.

Additionally, Section 13 will be amended to clarify the different authority of disposition regarding surplus and real property to be in conformance with City Code.

It is recommended that the Council consider the amendment of Section 7 and Section 13 of the Resolution regarding the Astoria Public Library.

Mayor Jones explained that a Library Board member's term was to expire on June 30th. He was unaware of this and had not made an appointment. This is the only board with expirations in June, so he has recommended the terms expire on December 31st for consistency.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor West, to approve a resolution to amend the resolution regarding the Astoria Public Library. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

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

Councilor West thanked Department heads and Staff for the status updates. The updates are a thorough overview of all the work Staff does, their accomplishments, and things that are coming up.

Mayor Jones said over the weekend, he passed a burned out motorhome. The Fire and Police Departments were on site taking care of the fire and the backed up July 4th traffic.

Chief Crutchfield stated response to that incident went well. The driver noticed smoke coming out of the dashboard as he went through the roundabout and found a wide spot to pull over. He exited the motorhome without any injuries, but the motorhome was a total loss. The fire impinged on utility lines directly above the

motorhome. However, no damage was done to the power lines because the Fire Department knocked the fire down quickly. The vehicle was moved off the road at about 10:30 am, just as traffic picked up.

Councilor Brownson announced he would be running for re-election and needed 13 signatures on a petition.

Mayor Jones called for public comments. There were none.

The City Council recessed into executive session at 8:37 pm.

[Audio ends at [1:31:18].

EXECUTIVE SESSION

Item 9(a): ORS192.660(2)(f) – Exempt Public Records

The City Council will meet in executive session to discuss exempt public records.

The regular session reconvened at 8:47 pm.

City Council Action: Motion made by Mayor Jones, seconded by Tom Brownson to authorize the City Manager to proceed to employ a surveyor to conduct the work and begin the process of resolving the Tongue Point Road ownership issues. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

ADJOURNMENT

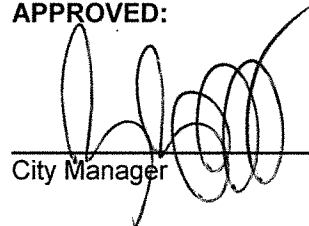
There being no further business, the meeting was adjourned at 8:49 pm.

ATTEST:



Finance Director

APPROVED:



City Manager