

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

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

Councilors Excused: None

Staff Present: City Manager Estes, Parks and Recreation Director Dart-Mclean, Community Development Director Leatherman, Finance Director Brooks, Fire Chief Crutchfield, Police Chief Spalding, Public Works Director Harrington, Library Director Pearson, and City Attorney Henningsgaard. The meeting was live streamed and recorded, and will be transcribed by ABC Transcription Services, Inc.

PRESENTATIONS

Item 3(a): Recognition of Operations Supervisor Candace Pozdolski

Mayor Jones briefly recognized retired Emergency Communications Manager Jeff Risecki and Operations Supervisor Candace Pozdolski.

Mike Fletcher, Executive Director of Columbia 911, St. Helens, and President of the Oregon Chapter of the Public Safety Communications Officials and National Emergency Number Association (APCO NENA), said the Oregon chapter of APCO NENA holds a week-long training session each year in October, which ends with an awards presentation and banquet. This year, Candace Pozdolski was awarded the Supervisor Lead of the Year Award. He read aloud the criteria for the award and the nomination, which was submitted by Jeff Risecki.

Candace Pozdolski said she appreciated the honor and could not have done the work without the dispatchers, who worked just as hard.

Chief Spalding added that the importance of the dispatch work could not be understated. The award is very prestigious and well deserved. To date, the communication center has a serious staffing shortage, but Staff is able to manage the center because of Ms. Pozdolski's leadership and positive attitude.

REPORTS OF COUNCILORS

Item 4(a): Councilor Rocka reported that he served as an election observer. The process was very precise and safe and there was very little chance for any kind of error. He wished the entire country had the opportunity to vote like Clatsop County. He reported that radio hams have set up a link between ham operators so that emergency communications could continue when power and cell service is down.

Item 4(b): Councilor West reported that she attended the Co-Op's annual membership meeting. She was also invited to present at the Oregon Coast Council for the Arts in Newport. She congratulated the Community Development Department on their new hire. Lastly, she appreciated Ms. Pozdolski. The emergency communication center saves lives and the job is difficult.

Item 4(c): Councilor Brownson reported there was still one more day to vote.

Item 4(d): Councilor Herman reported that she attended a work session to discussed solutions to the challenges of effluent from the city's two largest breweries that are taxing the City's wastewater system. She thanked Assistant City Engineer Cindy Moore and Staff for working with the breweries and trying to find a solution. She appreciated that Fort George and Buoy Beer would be spending significant amounts of money to reduce the amount effluent they contribute to the City's wastewater system. She was relieved that there was a solution that would prevent the City from investing tens of millions of dollars in a new treatment system for at least the next few years.

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 September 8, 2020
- 6(b) Planning Commission Minutes of September 22, 2020
- 6(c) Traffic Safety Advisory Committee Minutes of July 28, 2020
- 6(d) Request to submit an Assistance to Firefighters Grant Program – COVID-19 Supplemental Round 2 Application
- 6(e) Liquor License Application from Travers US, LLC doing business as Travers, located at 120 10th Street for a Wholesale Malt Beverage & Wine and Winery 1st Location sales license
- 6(f) Consideration to Extend COVID-19 Emergency Declaration

City Manager Estes noted there was a typographical error in Item 6(f). The date in the last sentence of the description should state, "January 4, 2020 **2021**."

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

REGULAR AGENDA ITEMS

Item 7(a): Resolution to Apply Provisions of County Adopted Tobacco Retail Licensing in Astoria City Limits

On January 8, 2020 the Clatsop County Board of County Commissioners adopted the Tobacco Retail Licensing Ordinance. A copy of that ordinance is attached to this memorandum along with correspondence from County Manager Don Bohn. Clatsop County has requested that the Astoria City Council consider supporting the ordinance to aid in County enforcement within City limits. While the Council has previously voted to support by motion it has been determined that a resolution should also be considered to apply the provisions contained in the County Ordinance within Astoria city limits.

It is recommended that City Council consider the attached resolution to implement the County-Adopted Tobacco Retail Licensing Ordinance within the City of Astoria city limits.

Councilor Brownson stated he supported the resolution because the City needs to get a handle on vaping.

Councilor West believed the presentations that had been given to the Council answered a lot of questions and she fully supported the resolution. It is important to be proactive about health issues.

Councilor Rocka agreed that nicotine was an addictive drug and the City should do what it could to slow the number of people getting addicted.

Mayor Jones said he did not see any reason to differ from the County. He called for public comments.

Jill Quackenbush, Clatsop County Public Health Department, thanked the Council for considering the resolution. The County is being recognized by State and National partners for this ordinance.

City Council Action: Motion made by Councilor Rocka, seconded by Councilor West, to adopt the resolution to implement the County-Adopted Tobacco Retail Licensing Ordinance within the City of Astoria city limits. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(b): Consideration of Grant Agreement with State of Oregon and Subgrant Agreement with River Barrel Brewing (Buoy Beer Co) for Waterline Upgrade

During the Second Special Session of 2020 of the Oregon State Legislature, Senate Bill 5723 was approved which allocated \$100,000 for a waterline upgrade and associated infrastructure associated with a specific redevelopment project in Astoria. The location for the funds to be applied is in the area between 8th and 9th Streets and Astor and Commercial Streets. Attached is grant agreement with the State of Oregon and City of Astoria. The grant agreement states that the City may contract with a third party, River Barrel Brewing doing business as Buoy Beer Co. A agreement with River Barrel Brewing (Buoy) is also attached.

Over past months, City as well as Business Oregon staff have been working with River Barrel on plans which would involve several properties in the vicinity of the existing Buoy Beer Co facility. They would be improving multiple buildings as well as expanding manufacturing in the brewing and distilling industries in this area. As a part of that redevelopment activity, City waterlines need to be upgraded to provide needed service to these properties. The State of Oregon is participating by making this \$100,000 award from the Regional Infrastructure Fund to assist in the retention and expansion of traded sector jobs.

Plans for the waterline replacement are in development and will be submitted to the City for review and permitting. Under this agreement, River Barrel will construct the waterline and it will be ultimately dedicated to the City of Astoria as a public main. City Attorney Henningsgaard reviewed and approved the State agreement as to form and prepared the sub grant agreement.

It is recommended that the City Council approve the grant agreement with the State of Oregon and agreement with River Barrel Brewing (Buoy Beer Co.) for the waterline and associated infrastructure upgrade.

Councilor Herman understood that the larger water line was needed to service the new hotel and future development.

City Manager Estes clarified that the funds are being provided to upgrade water services in the immediate area, which would include River Barrell's properties.

Councilor West asked if the estimated project completion date was the same as the project completion deadline of June 30, 2021, stated in the grant agreement. She also wanted to know if the grant required a match.

City Manager Estes clarified that the grant funds must be utilized by June 30, 2021. He confirmed the grant did not require a match and explained that River Barrell would ensure the water line is built. The City would receive the funds and then provide the funds to River Barrell. The grant is for \$100,000 and specific costs have not been associated with the grant. Exact projects costs were still being determined and the entire grant would go towards that work. Any costs in excess of \$100,000 would be paid for by Buoy Beer. The City has a subsequent agreement with Bowline Hotel that they would continue to discuss waterline funding for the immediate area.

Councilor West said she assumed that Business Oregon would be the grantor for other water lines.

City Manager Estes explained that Business Oregon is the granting entity. When the City receives grants for construction projects, those grants are usually through the Infrastructure Finance Authority, which is part of Business Oregon. However, this grant is different. Upgrades have been triggered by River Barrell's development activity and after discussions between Buoy Beer, River Barrell, the City, and Business Oregon, Business Oregon received permission from the legislature to allocate funds to this specific project. The City did not apply for a grant for this project.

Mayor Jones called for public comments. There were none.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Herman, to approve the grant agreement with the State of Oregon for the waterline and associated infrastructure upgrade. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Herman, to approve the subgrant agreement with River Barrel Brewing (Buoy Beer Co.) for the waterline and associated infrastructure upgrade. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(c): Consider Amendment to Construction Memorandum of Understanding for Bowline Hotel

There is an existing Memorandum of Understanding (MOU) between the City and Bowline Investors, LLC to enable commencement of construction of the Bowline Hotel while the city and the development team work through design aspects of the needed water infrastructure. The existing MOU allowed Bowline to pull building permits for the concrete deck, roof, and framing. This work has been completed. The proposed amended MOU, in front of the City Council for consideration, would allow Bowline to install exterior doors, windows and siding.

It is recommended that the City Council authorize the City Manager to sign the Memorandum of Understanding with Bowline Investors, LLC.

Councilor West stated she supported the amendment because timing issues usually come up during projects of this scale. She asked for details about the financing plan to reimburse Bowline for water infrastructure that would benefit other properties.

City Manager Estes explained that if Bowline pays for upgrades to the area that provide benefits to other properties, the City would look for ways to assist financially. If the City had System Development Charges (SDCs), the City would do a public/private partnership. However, Astoria is the largest city in Oregon without SDCs.

Councilor Herman said she supported the plan. An old building on the waterfront is being repurposed and added back to the tax roll.

Councilor Brownson stated he supported the amendment because the project was a good example of Staff working with local businesses to create growth and jobs while improving structures in the city.

Councilor Rocka agreed and said this project would make good progress towards making buildings in the area more viable.

Mayor Jones called for public comments. There were none.

City Council Action: Motion made by Councilor Rocka, seconded by Councilor West to authorize the City Manager to sign the Memorandum of Understanding with Bowline Investors, LLC. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(d): Consideration of Small Business Assistance Grant Program: COVID-19 Small Business Assistance Relief

The City of Astoria has capacity to make \$ 40,000 available to provide small business assistance grants. Clatsop Economic Development Resources (CEDR) has the capacity to administer available funds and is seeking funding to provide additional resources to small businesses in Clatsop County. Funds provided by the City will be utilized to support Astoria small businesses.

Staff recommends Council approve the agreement with Clatsop Economic Development Resources (CEDR) for the \$ 40,000 small business grant funding to be used in connection with other funds for Astoria small businesses.

Mayor Jones said he was glad the City could offer these resources and take advantage of their partnership with CEDR to distribute the funds.

Councilor West appreciated Kevin Leahy at CEDR for working around the clock to process the applications. Grants did not reach every business in the County, but the funding has helped many businesses. Over half of the applicants for this round of funding were from Astoria and she was glad the City could contribute. She thanked CEDR for being a lifeline to businesses.

Councilors Rocka, Brownson, and Herman stated they supported the agreement.

Mayor Jones called for public comments. There were none.

City Council Action: Motion made by Councilor Rocka, seconded by Councilor Herman to approve the agreement with Clatsop Economic Development Resources (CEDR) for the \$ 40,000 small business grant funding to be used in connection with other funds for Astoria small businesses. Motion carried unanimously. Ayes: Ayes: Councilors Brownson, Herman, Rocka, West, and Mayor Jones; Nays: None.

Item 7(e): Consider Parklet Application for Green Door Cafe

The Astoria City Council has established a set of policies to allow parklets to be established in rights of way. A Parklet application (PL20-03) was submitted by a new business at 332 10th Street, the Green Door Café. There is no other Parklet on this block. The Parklet is to be located on 10th Street and will front the business and meets all other requirements, as conditioned. The applicant contacted all property owners on the block to solicit input. The applicant submitted all the required application material: the application form, site plan, concept design, verification of neighboring property owners, a design that meets site distance and safety requirements, and proof of insurance. An analysis of the Parklet is included as well all the submitted application material.

Staff recommends approval with the condition that the applicant be required to move the location one parking stall to the north to ensure it is not located over a utility line.

Director Leatherman confirmed for Councilor Brownson that the diagram showed one parking stall to the north of the proposed location, which is not directly in front of the business. There is a driveway to the south of the proposed location.

Councilor West recused herself because she owned the building.

Mayor Jones was glad that this provision in the Code could support a small business during the pandemic. He called for public comments.

Ms. Mozerella, no address stated, thanked Director Leatherman and City Manager Estes for their support and help with the application.

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Rocka, to approve Parklet Application PL20-03 by Green Door Café, with the condition that the applicant be required to move the location one parking stall to the north to ensure it is not located over a utility line. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, and Mayor Jones; Nays: None.

Councilor Brownson said Portland had a lot of parklets. He asked if this parklet would have a roof.

Director Leatherman explained that roofs are not permitted for parklets.

Councilor Rocka stated Astoria had a lot of cozy business spaces, which adds to the city's charm. However, coziness is a problem in a pandemic. Businesses need room to provide separation.

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


Sarah, no last name or address stated, explained she was unable to get her technology working during the discussion of Item 6(e). She asked if she could answer any questions on the Travers permit. She also wanted to know if there were any issues.

Mayor Jones said the liquor license was unanimously approved as part of the Consent Calendar without any discussion.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:52 pm.

ATTEST:



Finance Director

APPROVED:



City Manager