



AGENDA

ASTORIA DEVELOPMENT COMMISSION

August 1, 2016
Immediately Follows Council Meeting
2nd Floor Council Chambers
1095 Duane Street · Astoria OR 97103

1. CALL TO ORDER
2. ROLL CALL
3. REPORTS OF COMMISSIONERS
4. CHANGES TO AGENDA
5. CONSENT CALENDAR

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the Astoria Development Commission 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) ADC Minutes of 6/20/16
6. REGULAR AGENDA ITEMS

All agenda items are open for public comment following deliberation by the ADC. 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) Astor West Urban Renewal District – Plan Amendment Study (Community Development)

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
Founded 1811 • Incorporated 1856

July 27, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTORIA DEVELOPMENT COMMISSION (ADC) MEETING OF AUGUST 1, 2016

Item 5(a): **ADC Minutes**

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

REGULAR AGENDA ITEMS

Item 6(a): **Astor West Urban Renewal District – Plan Amendment Study (Community Development)**

The City Council established Fiscal Year 2015-2016 goals to “develop a master plan for the western entrance to Astoria” and “promote positive economic development through strengthening partnerships.” In addition, the City Council has expressed strong interest in reopening Bond Street to two-way traffic and facilitate revitalization of this key connecting street between the Uniontown and Downtown neighborhoods. On March 21, 2016, the ADC authorized staff to initiate a plan amendment study that would examine the boundary expansion options to include Bond Street and other key projects. Community Development Director Kevin Cronin has prepared a memo detailing the timeline for the undertaking of this process. This item is for Council’s information and discussion and requires no action at this time.

A regular meeting of the Astoria Development Commission was held at the above place at the hour of 8:21 pm.

Commissioners Present: Price, Herzig, Warr, and Nemlowill

Commissioners 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, and City Attorney Henningsgaard. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COMMISSIONERS: No reports.

CHANGES TO AGENDA: No changes.

CONSENT CALENDAR:

There following items were presented on the Consent Calendar:

- 5(a) ADC Minutes of 5/12/16

Commission Action: Motion by Commissioner Herzig, seconded by Commissioner Price, to approve the Consent Calendar. Motion carried unanimously. Ayes: Commissioners Warr, Nemlowill, Herzig, and Price. Nays: None.

REGULAR AGENDA ITEMS:

Item 6(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 is to advertise a supplemental budget not less than 5 days before a Commission meeting. Since the supplemental budget is less than 10 percent of the total expenditures, there is no requirement to hold a hearing for this adjustment. Commission may consider a resolution to adopt the supplemental budget as advertised. For the Astor East Urban Renewal District Fund, the supplemental budget increases the Beginning Fund Balance by \$65,000 to reflect a higher beginning cash amount than was budgeted. As background, in February, 2016, Commission approved additional cleanup costs related to issues identified with Heritage Square. Specifically costs related to soil handling, containment box required to haul hazardous material, shoring for elevated parking structure, modifications related to extricating materials, archeologist activities related to automotive parts under parking structure, Department of Environmental Quality (DEQ) oversight and additional consultant time related to these items. The City and ADC anticipate receipt of grant funds from Business Oregon to cover additionally identified costs and groundwater monitoring. Professional Services appropriation will be increased by \$64,900. Interest on Debt Service was more than budgeted due to a variation of actual interest calculations compared to the originally prepared amortization schedule. The Debt Service appropriation is increased by \$100.00. It is recommended that Commission adopt the resolution for the supplemental budget.

Mayor Pro Tem Warr opened the public hearing at 8:24 pm.

Commissioner Herzig noted that since the supplemental budget was less than 10 percent of the total expenditures, there was no requirement to hold a hearing. City Manager Estes explained that Staff did not know the exact amount as the supplemental budget was being developed, so the City decided to publish a public notice just to provide flexibility. Ultimately, the hearing was not required, but the hearing had already been noticed.

Mayor Pro Tem Warr closed the public hearing at 8:25 pm and confirmed there was no Council discussion.

Commission Action: Motion by Commissioner Price, seconded by Commissioner Nemlowill, that the Astoria Development Commission adopt the Supplemental Budget for Fiscal Year 2015-2016. Motion carried unanimously. Ayes: Commissioners Warr, Nemlowill, Herzig, and Price. Nays: None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:26 pm.

ATTEST:

APPROVED:

Secretary

City Manager

DRAFT



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

July 22, 2016

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ASTOR WEST URBAN RENEWAL DISTRICT – PLAN AMENDMENT STUDY

DISCUSSION/ANALYSIS

The Astor West Urban Renewal Area (URA) was established by the Astoria Development Commission (ADC) in 2002 as an important catalyst for the Port of Astoria industrial area and Uniontown commercial district. The City Council established FY 15-16 goals to “develop a master plan for the western entrance to Astoria” and “promote positive economic development through strengthening partnerships.” In addition, the City Council has expressed strong interest in reopening Bond Street to two-way traffic and facilitate revitalization of this key connecting street between the Uniontown and Downtown neighborhoods. On March 21, the ADC authorized staff to initiate a plan amendment study that would examine the boundary expansion options to include Bond Street and other key properties ripe for redevelopment.

PROCESS

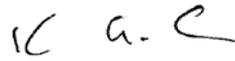
On May 2, ADC authorized the execution of a contract with Elaine Howard, an urban renewal consultant, to begin the process of a plan amendment study. To date, the City has mapped a proposed area, developed a potential project list of investments, initiated the public outreach phase, conducted an initial financial analysis of the maximum indebtedness, and developed an overall timeline for the project.

On July 28, staff will hold an open house at the Astoria Warrenton Chamber of Commerce Building. Staff will collect public comments and provide an update on the results of the open house at the August 1, 2016 ADC meeting.

The project is expected to be completed before the holidays. The timeline is as follows:

- August 15: Authorize URA Plan & Report
- October 3: ADC – Review Draft Plan & Report
- October 12: Clatsop County Commissioner - Briefing
- October 25: Planning Commission Public Hearing
- November 7: ADC/City Council Public Hearing First Reading
- November 21: ADC/City Council Second Reading

In terms of projects, construction of Bond Street would commence in the summer 2017 after the weather improves and the soil dries out. After approval of the plan amendment, staff would develop a housing rehabilitation strategy and program that will require ADC review and approval.

By: 

Kevin A. Cronin
Community Development Director