
AGENDA

ASTORIA DEVELOPMENT COMMISSION MEETING

June 17, 2013

7:00 p.m.

Liberty Theater – McTavish Room

1203 Commercial Street

Astoria OR 97103

Two Entrances are Available:

Stairway Located on Duane Street

Elevator Located on Commercial Street

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 5/20/13
 - (b) ADC Minutes of 6/3/13
6. REGULAR AGENDA ITEMS
 - (a) Agreement to Transfer 1829 Exchange Street Real Property to Columbia Memorial Hospital (City Manager/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 LAMPI, CITY MANAGER'S OFFICE, 503-325-5824.



June 12, 2013

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)

FROM:  PAUL BENOIT, CITY MANAGER

SUBJECT: ASTORIA DEVELOPMENT COMMISSION MEETING OF JUNE 17, 2013

CONSENT CALENDAR

Item 5(a): ADC Minutes

The minutes of the ADC meeting of May 20, 2013 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

Item 5(b): ADC Minutes

The minutes of the ADC meeting of June 3, 2013 are enclosed for review. Unless there are any corrections, it is recommended that Council approve these minutes.

REGULAR AGENDA ITEMS

Item 6(a): Agreement to Transfer 1829 Exchange Street Real Property to Columbia Memorial Hospital (City Manager/Community Development)

In 2008 the Astoria Development Commission (ADC) acquired real property located at 1829 Exchange Street from Clatsop Community College (CCC) for a purchase price of \$187,825. The property had been acquired by CCC in anticipation of the possibility of constructing new campus facilities at John Warren Field. After a lengthy process, CCC refocused their efforts on making improvements to the existing Jerome Street campus.

The ADC acquired the property in order to support future development of John Warren Field. While there were no definitive plans for development, it was known that Columbia Memorial Hospital was exploring opportunities for development and expansion of their campus.

At this time, the City, Astoria School District and Columbia Memorial Hospital (CMH) are working cooperatively to develop an athletic facility at the former landfill on Williamsport Road. Through this project, CMH will acquire John Warren Field to secure their future and support campus development; the Astoria School District and citizens of Astoria will have a new, all weather sports complex; and the City of Astoria will have effectively met its responsibilities to the Oregon Department of Environmental Quality to cap and close the former Astoria landfill site. It should be noted that the resulting savings to the City are significant. Absent this CMH project, the City would have had full and independent responsibility to construct a cap and water drainage system over the entire landfill site. The cost for this work was estimated at well in excess of \$500,000.

In recognition of the strong and mutually beneficial partnership, the advantages to Astoria relative to landfill closure, and to support and promote the continued development of essential medical services by CMH, it is proposed that the ADC consider a no-cost transfer of the 1829 Exchange Street property to CMH. Upon completion of the sports complex, the School District will transfer title to John Warren Field and to the adjacent bus barn property to CMH.

Currently, the 1829 Exchange property is leased to Clatsop Community Action (CCA) for use as a residential rental property for their clients. Should the ADC approve the transfer, CMH would agree to continue the relationship with CCA until such time that they have need to redevelop the site.

It is recommended that the ADC authorize a no-cost transfer of the real property located at 1829 Exchange Street to Columbia Memorial Hospital. Should the ADC so direct, transfer documents will be drafted by the City Attorney for approval at a future meeting.

ASTORIA DEVELOPMENT COMMISSION

City Council Chambers
May 20, 2013

ADC JOURNAL OF PROCEEDINGS

A regular meeting of the Astoria Development Commission (ADC) was held at the above place at the hour of 8:56 p.m.

Councilors Present: LaMear, Herzig, Warr, Mellin, Mayor Van Dusen

Staff Present: City Manager Benoit, Fire Chief Ames, Community Development Director Estes, Police Chief Curzon, Library Director Tucker, Public Works Director Cook, Parks and Recreation Director Cosby, City Attorney Henningsgaard, and Finance Director Carlson. 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:

The following items were submitted on the Consent Calendar:

- 5(a) ADC Minutes of 5/6/13

Commission Action: Motion by Commissioner Warr, seconded by Commissioner Mellin, to approve the Consent Calendar. Motion carried unanimously. Ayes: Commissioners Warr, LaMear, Herzig and Mellin, and Mayor Van Dusen. Nays: None.

REGULAR AGENDA ITEMS:

Item 6(a): Lease Agreement with Astoria Downtown Historic District Association (ADHDA) for the 12th Annual Pacific Northwest Brew Cup Beer Festival (Community Development)

The Annual Pacific Northwest Brew Cup Beer Festival (Brew Cup) is proposed to be held September 27, 28 and 29, 2013. It is proposed that the festival be located on the Astoria Development Commission (ADC) owned land east of the train depot. Attached to this memorandum is a letter from ADHDA President, Dulyce Taylor, which requests use of the ADC owned property. Proceeds from this event would benefit ADHDA. The time frame for the lease would be for four days, beginning Thursday, September 26, 2013, and ending Sunday, September 29, 2013. All day Thursday and the first half of Friday are primarily to set up the tents and vendor spaces. The event would be open Friday, Saturday, and Sunday afternoon. ADHDA will provide liability insurance. Also attached to this memo is a draft lease agreement. It is recommended that the Development Commission approve the Lease Agreement with ADHDA for a total sum of \$1.00.

Commission Action: Motion by Commissioner Warr, seconded by Commissioner Mellin, to approve the Lease Agreement with ADHDA for a total sum of \$1.00. Motion carried unanimously. Ayes: Commissioners Warr, LaMear, Herzig and Mellin, and Mayor Van Dusen. Nays: None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:58 p.m. to convene the City Council Executive Session.

ATTEST:

APPROVED:

Secretary

City Manager

ASTORIA DEVELOPMENT COMMISSION

City Council Chambers

June 3, 2013

ADC JOURNAL OF PROCEEDINGS

A regular meeting of the Astoria Development Commission (ADC) was held at the above place at the hour of 8:00 p.m.

Councilors Present: Herzig, Warr, Mellin, Mayor Van Dusen

Councilors Excused: LaMear

Staff Present: City Manager Benoit, Police Chief Curzon, Deputy Fire Chief Gascoigne, Library Director Tucker, City Engineer Harrington, Parks Director Cosby, and Community Development Director Estes. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COMMISSIONERS: No reports.

CHANGES TO AGENDA: No changes.

REGULAR AGENDA ITEMS:

Item 5(a): Public Hearing and Resolution Adopting Astor East Urban Renewal District Supplemental Budget for FYE June 30, 2013

Oregon Revised Statute (ORS) 294.471 / 473 provides that a municipality may adopt a supplemental budget by publishing a notice, holding a hearing on the supplemental budget and adopting the budget by resolution. The supplemental budget is necessary because the Astor East Urban Renewal District (AEURD) has loan proceeds left over from a loan taken by the AEURD at the end of the 2011-12 fiscal year. Approximately \$220,000 of the \$375,000 net loan proceeds were utilized for the sidewalk repair along Duane and 11th Streets adjacent to the Garden of Surging Waves. The supplemental budget will transfer the balance \$156,350 to the Parks Project Fund to continue the Heritage Square project. This resolution also repeals resolution ADC No. 13-02 passed by the Commission on March 8, 2013. That resolution appropriated the balance noted above to the Garden of Surging Waves Project. Upon subsequent discussions with the City's Auditors, it was determined that the supplemental budget process would better fit the requirements of the appropriation. It is recommended that the ADC hold the public hearing and adopt the proposed resolution.

Mayor Van Dusen opened the public hearing at 8:01 p.m. and called for public testimony regarding the adoption of the Supplemental Budget. Hearing none, Mayor Van Dusen closed the public hearing at 8:01 p.m.

Commission Action: Motion by Commissioner Warr, seconded by Commissioner Mellin, to approve the resolution adopting Astor East Urban Renewal District Supplemental Budget for FYE June 30, 2013. Motion carried unanimously. Ayes: Commissioners Warr, Herzig and Mellin, and Mayor Van Dusen. Nays: None.

Item 5(b): Public Hearing and Resolution Adopting Astor East and West Urban Renewal District Budgets for FY 2013-14 (Finance)

Oregon Local Budget Law requires that the Development Commission hold a public hearing on the budget, as approved by the Budget Committee. Notice of this hearing, scheduled for June 3, 2013, was published in the Daily Astorian on Friday, May 17, 2013. The Budget Committee approved the FYE June 30, 2014 budget at its meeting on April 25, 2013. There were no adjustments proposed. Copies of the budget were previously distributed to the Council and Budget Committee. Copies are also available from the Finance Department upon request. It is recommended that the ADC conduct the public hearing and adopt the proposed resolution.

Mayor Van Dusen opened the public hearing at 8:02 p.m. and called for public testimony regarding the adoption of the Astor East and West Urban Renewal District budgets. Hearing none, Mayor Van Dusen closed the public hearing at 8:02 p.m.

Commission Action: Motion by Commissioner Warr, seconded by Commissioner Mellin, to approve the resolution to adopt Astor East and West Urban Renewal District Budgets for FY 2013-2014. Motion carried unanimously. Ayes: Commissioners Warr, Herzig and Mellin, and Mayor Van Dusen. Nays: None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:02 p.m.

ATTEST:

APPROVED:

Secretary

City Manager

DRAFT



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

June 12, 2013

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION

FROM:  PAUL BENOIT, CITY MANAGER

SUBJECT: AGREEMENT TO TRANSFER 1829 EXCHANGE STREET REAL
PROPERTY TO COLUMBIA MEMORIAL HOSPITAL

DISCUSSION/ANALYSIS

In 2008 the Astoria Development Commission (ADC) acquired real property located at 1829 Exchange Street from Clatsop Community College (CCC) for a purchase price of \$187,825. The property had been acquired by CCC in anticipation of the possibility of constructing new campus facilities at John Warren Field. After a lengthy process, CCC refocused their efforts on making improvements to the existing Jerome Street campus.

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Currently, the 1829 Exchange property is leased to Clatsop Community Action (CCA) for use as a residential rental property for their clients. Should the ADC approve the transfer, CMH would agree to continue the relationship with CCA until such time that they have need to redevelop the site.

RECOMMENDATION

I recommend that the ADC authorize a no-cost transfer of the real property located at 1829 Exchange Street to Columbia Memorial Hospital. Should the ADC so direct, transfer documents will be drafted by the City Attorney for approval at a future meeting.