



AGENDA

ASTORIA DEVELOPMENT COMMISSION

August 17, 2015
Immediately Follows City 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 7/20/15
- 6. REGULAR AGENDA ITEMS**
 - (a) Heritage Square – Request for Qualifications (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.



August 13, 2015

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)

FROM:  BRETT ESTES, CITY MANAGER

SUBJECT: ADC MEETING OF AUGUST 17, 2015

CONSENT ITEMS

Item 5(a): ADC Minutes

The minutes of the ADC meeting of July 20, 2015 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): Heritage Square – Request for Qualifications

The City Council adopted a Fiscal Year 2015-2016 goal to investigate locating the Astoria Public Library as part of a mixed use project within Heritage Square. On July 20, 2015 the City Council was briefed on the Heritage Square environmental remediation phase and the timeline for cleanup activities. As the cleanup phase continues, the City Council has expressed an interest in moving the project forward and to continue a conversation with the community about what will be built on the site and how to finance the development. To achieve this objective, City staff has begun a parallel process to initiate a Request for Qualifications (RFQ) to hire a consultant team that will assist the City's efforts in answering three key questions. These questions include: 1) What will be built on Heritage Square? 2) What will happen to the existing library site? and 3) How do you finance the development program as part of a public private partnership?

In preparation for the RFQ, staff has engaged various stakeholders in the Heritage Square Redevelopment including: ADHDA Executive Director and Board President, Astoria Sunday Market, and American Legion Clatsop Post No 12. Feedback from these stakeholder interviews informed the current draft of the RFQ. The RFQ is a solicitation for architectural design and redevelopment strategy services that will focus on Heritage Square and the existing library site. If Council authorizes moving forward, City staff will advertise in the *Daily*

Astorian and the *Daily Journal of Commerce* (Portland). Proposals will be due on August 31 with a review panel of city staff and stakeholders conducting evaluations the same week. The professional services contract for this work will be brought to the Development Commission for consideration. As this project will include areas outside of the Astor East Urban Renewal District, City of Astoria funds will need to be contributed to the project. The breakdown will be specified at the time the contract is considered. The projected cost estimate for these services is between \$10,000 - \$15,000. A "Notice to Proceed" for the selected consultant team is expected to be issued in mid-September with work commencing from September to November. It is recommended that the Development Commission authorize City staff to issue a RFQ for architectural and redevelopment strategy services.