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# AGENDA

## ASTORIA DEVELOPMENT COMMISSION

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August 6, 2018  
Immediately Follows Council Meeting

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) REPORTS OF COMMISSIONERS
- 4) CHANGES TO AGENDA
- 5) CONSENT

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the 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) Astoria Development Commission Meeting Minutes for June 4, 2018
- b) Astoria Development Commission Meeting Minutes for June 18, 2018
- c) Lease Agreement with Astoria Downtown Historic District Association for the 2018 Pacific Northwest Brew Cup Beer Festival

### 6) REGULAR AGENDA ITEMS

All agenda items are open for public comment following deliberation by the Commission. 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) Bond Street Retaining Wall Authorization to Bid

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

<p>THE MEETINGS ARE ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING THE CITY MANAGER'S OFFICE AT 503-325-5824.</p>
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## CITY OF ASTORIA

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### MEMORANDUM • CITY MANAGER

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**DATE:** AUGUST 1, 2018  
**TO:** MAYOR AND CITY COUNCIL  
**FROM:**  BRETT ESTES, CITY MANAGER  
**SUBJECT:** ASTORIA DEVELOPMENT COMMISSION (ADC) MEETING OF AUGUST 6, 2018

#### CONSENT CALENDAR

**Item 5(a): ADC Minutes for June 4, 2018**

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

**Item 5(b): ADC Minutes for June 18, 2018**

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

**Item 5(a): Lease Agreement with Astoria Downtown Historic District Association for the 2018 Pacific Northwest Brew Cup Beer Festival**

The Annual Pacific Northwest Brew Cup Beer Festival (Brew Cup) is proposed be held September 27, 28, 29 and 30, 2018. It is proposed that the festival be located on the Astoria Development Commission (ADC) owned land east of the train depot. ADHDA has been in contact with the Columbia River Maritime Museum and the Museum's approval for the event is conditioned upon ADHDA monitoring and controlling where Brew Cup patrons park in the Museum's lot. The ADHDA will provide liability insurance. Attached to the memorandum is a letter from ADHDA Executive Director, Sarah Lu Heath, which requests use of the ADC owned property. Proceeds from this event would benefit ADHDA. 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.

#### REGULAR AGENDA ITEMS

**Item 6(a): Bond Street Retaining Wall Authorization to Bid**

As a result of a landslide in 2007, Bond Street has been closed to two way traffic. Only one westbound lane of traffic is allowed limiting east west traffic to Marine Drive. In August 2015 a geotechnical analysis was performed to study the

feasibility of constructing retaining wall so that the roadway could be restored to two-way traffic. The results of the study concluded that a wall could be built under the right conditions.

A recently completed boundary expansion of the Astor West Urban Renewal District (AWURD) includes the project area.

In 2017 Cornforth Consultants were hired to provide geotechnical and civil engineering design services for the project. The project was put on hold due to a very wet winter (2016/2017). The additional rainfall contributed to groundwater and inclinometer readings that were unfavorable and increased risk to the project. City staff decided to postpone the work until 2018 with the hope of improved conditions.

Staff and the consultant have been monitoring the slide activity. The information available indicates that construction late this summer is feasible. Plans and specifications have been completed and Staff has prepared an updated construction cost estimate. The anticipated construction cost is \$465,000 and the funding is available from the Astor East Urban Renewal District fund.

We anticipate a notice-to-proceed for construction in early September. Completion of the retaining wall and associated utilities is targeted for early October, with roadway and sidewalk work being completed by mid-November.

It is recommended that the Astoria Development Commission authorize staff to solicit bids for the Bond Street Retaining Wall Project.

**ASTORIA DEVELOPMENT COMMISSION**

City Council Chambers  
June 4, 2018

**ADC JOURNAL OF PROCEEDINGS**

A regular meeting of the Astoria Development Commission was held at the above place at the hour of 7:30 pm.

Commissioners Present: Price, Jones, Brownson (via telephone), Nemlowill, Mayor LaMear

Commissioners Excused: None

Staff Present: City Manager Estes, Parks and Recreation Director Cosby, Finance Director Brooks, Library Director Pearson, Fire Chief Gascoigne, Police Chief Spalding, Public Works Director Harrington, 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:**

The following items were presented on the Consent Calendar:

- 5(a) ADC Minutes of 2/26/18
- 5(b) ADC Budget Committee Minutes of 4/24/18 and 4/25/18

**Commission Action:** Motion by Commissioner Nemlowill, seconded by Commissioner Price, to approve the Consent Calendar. Motion carried unanimously. Ayes: Commissioners Jones, Nemlowill, Brownson, and Price, and Mayor LaMear. Nays: None.

**REGULAR AGENDA ITEMS:**

**Item 6(a): Public Hearing and Resolution to Adopt the Astoria Development Commission Budget**

Oregon Local Budget Law requires that the Astoria Development Commission hold a public hearing on the budget, as recommended for approval by the Budget Committee. Notice of this hearing, scheduled for June 4, 2018, was published in the *Daily Astorian* on Friday, May 18, 2018.

The budget for the Astoria Development Commission is ready for the Commission to consider for adoption. The attached resolution will adopt resources and appropriations and authorize the collection of tax increment funding available to the Astor East and Astor West Renewal Districts for FYE June 30, 2018.

It is recommended the Astoria Development Commission hold a public hearing on the FYE June 30, 2019 budget as approved by the Budget Committee. After the hearing, it is recommended that the Commission consider the resolution to adopt this budget.

Mayor LaMear opened the public hearing at 7:31 pm and called for public testimony on the budget. Hearing none, she closed the public hearing at 7:32 pm.

**Commission Action:** Motion by Commissioner Nemlowill, seconded by Commissioner Jones, to adopt the FYE June 30, 2019 Budget. Motion carried unanimously. Ayes: Commissioners Jones, Nemlowill, Brownson, and Price, and Mayor LaMear. Nays: None.

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

There were none.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:32 pm.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
City Manager

A regular meeting of the Astoria Development Commission was held at the above place at the hour of 8:04 pm.

Commissioners Present: Price, Jones, Brownson, Mayor LaMear

Commissioners Excused: Nemlowill

Staff Present: City Manager Estes, Parks and Recreation Director Cosby, Finance Director Brooks, Library Director Pearson, Fire Chief Gascoigne, Police Chief Spalding, Public Works Director Harrington, City Engineer Crater, 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.

**REGULAR AGENDA ITEMS:**

**Item 5(a): Contract Amendment #2 – Bond Street Retaining Wall Project**

As a result of a landslide in 2007, Bond Street has been closed to two-way traffic. Only one westbound lane of traffic is allowed limiting east west traffic to Marine Drive. The Public Works Department commissioned a geotechnical analysis completed in August 2015 to study the feasibility of adding a retaining wall that would allow the roadway to be restored to two-way traffic. The results of the study concluded that a wall could be built under the right conditions. Based on the results, the Public Works Department prepared an "order of magnitude" cost estimate of \$395,000 to construct a retaining wall, repair Bond Street for two-way traffic, and include low cost traffic calming measures to mitigate potential speeding along a narrow street in a dense neighborhood of residential buildings.

The Astoria Development Commission (ADC) has completed a boundary expansion of the Astor West Urban Renewal District (AWURD). The expansion included an area from Columbia Avenue to the City owned slide area, adding roughly 4 acres to the district. This included the Bond Street right-of-way. The expansion was targeted to achieve the reopening of Bond Street to two-way traffic and potentially revitalize residential properties. With the recent expansion completed, the ADC is in a position to proceed with the Bond Street Retaining Wall Project.

In 2017, Staff initiated the design process and hired Cornforth Consultants to provide geotechnical and civil engineering design services for the project. The project documents were advanced to final design, but put on hold due to a very wet winter (2016/2017). The additional rainfall contributed to groundwater and inclinometer readings that were unfavorable and increased risk to the project. City staff decided to postpone the work until 2018 with the hope of improved conditions.

Since construction was put on hold, Public Works staff and Cornforth Consulting have been monitoring the slide activity with groundwater depth measurements, inclinometer readings, and visual inspection. We recently completed an effort to install new inclinometers to allow consistent and uninterrupted monitoring of the slide movement. Several existing inclinometers were becoming unusable due to prior movement. The information we have available indicates that construction in late summer is feasible. In order to prepare the project for construction, Cornforth Consultants has prepared a proposal for services necessary to complete final design modifications for the retaining wall, bidding and construction assistance, and inclinometer monitoring during and immediately after construction. The estimated not-to-exceed fee for these services is \$46,500. The contract amendment and detailed proposal are attached to this memo.

In addition to services from Cornforth Consulting, City staff will need assistance during construction to mitigate for the presence of historic trolley tracks within the project area. Historical Research Associates, Inc. has provided these services to the City in the past and is available to assist with this project. They plan to provide construction monitoring, a letter report and site form to comply with the State Historic Preservation Office requirements. A not-to-exceed estimate of \$5,218 has been provided for this work. A personal services contract, detailed scope of work and fee are attached to this memo.

The following table summarizes the professional services for this project to date, and those proposed for consideration in this memo.

#	Description	Cost	Contract
1	Cornforth Consultants DesiQn Services Contract	\$74,950	Executed
2	Cornforth Consultants Amendment #1 (inclinometer installation)	\$38,950	Executed
3	Cornforth Consultants Amendment #2	\$46,500	For Consideration
4	Historical Research Associates Inc. Contract	\$5,218	For Consideration
	Total=	\$165,618	

It is recommended that the Astoria Development Commission execute Contract Amendment #2 with Cornforth Consultants for a total not-to-exceed amount of \$46,500 for geotechnical and civil engineering services for final design, bidding and construction assistance, and inclinometer monitoring associated with the Bond Street Retaining Wall Project. It is also recommended that the Astoria Development Commission execute a personal services contract for \$5,218 with Historical Research Associates, Inc. for archeological services associated with the historic trolley tracks that may be impacted by this project. As there are two contracts, two separate motions will be needed.

Commissioner Price asked what type of public notice was being given to residents and when it would go out. City Engineer Crater said the Development Commission would need to approve a request for authorization to bid. Once a timeline for bidding has been determined, Staff would have more information on the planned construction. He confirmed that construction would likely begin in mid-September. Installation of the sloping inclinometer was vital to getting consistent readings, so continuing the project took longer than Staff had hoped.

Commissioner Price said it would be good to give as much notice as possible because some people will want to move out for a while. Some people are not happy about the street being open again because they have enjoyed living on a quiet street. Engineer Crater said a month may be reasonable. Typically, there is a two to three-week lag between receiving the bids and the ADC authorizing a contract.

Director Harrington added that during the urban renewal expansion process, the City did a lot of neighborhood meetings. So, the neighborhood is already more knowledgeable than they typically would be on a project like this. Nothing has changed with regard to what the project consists of, so the notice will just let them when it will actually happen.

**Commission Action:** Motion by Commissioner Jones, seconded by Commissioner Price to execute Contract Amendment #2 with Cornforth Consultants for a total not-to-exceed amount of \$46,500 for geotechnical and civil engineering services for final design, bidding and construction assistance, and inclinometer monitoring associated with the Bond Street Retaining Wall Project. Motion passed unanimously. Ayes: Commissioners Price, Brownson, Jones, Nemlowill and Mayor LaMear. Nays: None.

**Commission Action:** Motion by Commissioner Brownson, seconded by Commissioner Price to execute a personal services contract for \$5,218 with Historical Research Associates, Inc. for archeological services associated with the historic trolley tracks that may be impacted by the Bond Street Retaining Wall Project. Motion passed unanimously. Ayes: Commissioners Price, Brownson, Jones, and Mayor LaMear. Nays: None.

**NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS:**

There were none.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:09 pm.

**ATTEST:**

\_\_\_\_\_  
Secretary

**APPROVED:**

\_\_\_\_\_  
City Manager

DRAFT





CITY OF ASTORIA

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**MEMORANDUM**

**DATE: JULY 20, 2018**  
**TO: MAYOR AND CITY COUNCIL**  
**FROM: BRETT ESTES, CITY MANAGER**  
**SUBJECT: LEASE AGREEMENT WITH ASTORIA DOWNTOWN HISTORIC DISTRICT ASSOCIATION (ADHDA) FOR THE ANNUAL PACIFIC NORTHWEST BREW CUP BEER FESTIVAL**

**DISCUSSION/ANALYSIS**

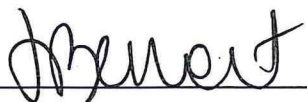
The Annual Pacific Northwest Brew Cup Beer Festival (Brew Cup) is proposed be held September 28, 2018 - September 30, 2018. This event includes activities such as a vending of craft beer, food booths, and live music. For the past five years, the Brew Cup has been held on the Astoria Development Commission (ADC) owned land east of the train depot. It is proposed that the festival be located in this location once again. ADHDA has been in contact with the Columbia River Maritime Museum and the Museum's approval for the event is conditioned upon ADHDA monitoring and controlling where Brew Cup patrons park in the Museum's lot. Attached to this memorandum is a letter from ADHDA Executive Director, Sarah Lu Heath, 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 27, 2018 and ending Sunday, September 30, 2018. 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. Electricity will be coordinated through Pacific Power and provided by an existing service charged to the event coordinators.

In the past, ADC leased the site for \$1.00 and that amount is once again proposed for this use. The Brew Cup activities provide an opportunity to bring an event to our community that continues to grow in popularity every year. ADHDA will provide liability insurance. Also attached to this memo is a draft lease agreement which City Attorney Blair Henningsgaard has reviewed and approved as to form.

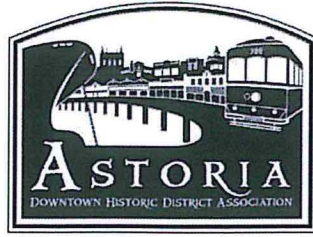
**RECOMMENDATION**

It is recommended that the Development Commission approve the Lease Agreement with ADHDA for the Pacific Northwest Brew Cup Beer Festival from Thursday September 27, 2018 and ending Sunday, September 30, 2018 for a total sum of \$1.00.

By: 

Jennifer Benoit,  
Executive Assistant to the City Manager





Astoria Downtown Historic District Association (ADHDA) P.O. Box 261 Astoria, OR 97013 503.791.7940

July 6, 2018

Astoria Development Commission  
The City of Astoria  
1095 Duane Street  
Astoria, OR 97103

RE: Pacific NW Brew Cup 2018

Dear Astoria Development Commission:

The Astoria Downtown Historic District Association (ADHDA) has organized the Pacific Northwest Brew Cup, the premier beer festival on Oregon's North Coast for the last 8 years. The festival is scheduled to be held the last weekend in September 28-30. We would like to get permission from the Astoria Development Commission to use the public park space directly to the east of the Barbey Center as we have for five of the last six years. The ADHDA has been in contact with the Columbia River Maritime Museum and has their permission for the event on the condition we control parking in their lot until after 4pm. This permission also includes the space east of the Barbey Center. The ADHDA will obtain all of the necessary OLCC permits and insurance to run the event. The ADHDA will also provide security for event and clean up the area afterwards.

The main event is scheduled to run from noon until 10pm on Friday, noon until 10pm on Saturday and from Noon until 4pm on Growler Sunday. Last call on all evenings will be given at 9:30pm after which no alcohol will be served. The PNW Brew Cup has become an excellent festival and destination for locals and visitors, with the combination of great weather (hopefully), lots of people (about 3000,) wonderful music and of course, beers, ciders and wine . We typically have 4 local food vendors as well as a "kids" play tent which keeps everyone entertained and happy.

We ask that the Development Commission support this festival by allowing use of the city property from Thursday, September 27th through Sunday, September 30th. Thank you very much for your consideration. Please feel free to contact me with any questions.

Sincerely,

Sarah Lu Heath

Executive Director, Astoria Downtown Historic District Association

Sarah@astoriadowntown.com

**LEASE AGREEMENT  
FOR PUBLIC PROPERTY LOCATED AT 250- 21<sup>ST</sup> STREET  
PERMISSION TO USE PUBLIC SPACE AND PERMITS**

**PARTIES:** This Agreement is entered into between the **ASTORIA DEVELOPMENT COMMISSION**, hereinafter referred to as ADC,

And **ASTORIA DOWNTOWN HISTORIC DISTRICT ASSOCIATION (ADHDA)**, for purposes of holding the Annual Pacific Northwest Brew Cup Beer Festival, hereinafter referred to as ADHDA.

**PROPERTY TO BE LEASED:** 250 – 21<sup>st</sup> Street, consisting of Tax Map T8N, R9W, Section 8DA, Tax Lot 203, hereinafter referred to as Property.

**WHEREAS:**

- A. ADHDA desires to lease space from the ADC to provide a central location for event activities including, but not limited to, the placement of tents, preparation of food and beverage, and other activities associated with the Annual Pacific Northwest Brew Cup Beer Festival for use and enjoyment by patrons of downtown businesses and all citizens of Astoria, and
- B. Assisting ADHDA in securing a central community gathering place will provide economic and community development benefits to the public, and will also enhance the ability of ADC to attract consumers and tourists, and
- C. The use of the Property owned by the ADC can be enhanced through a lease to ADHDA.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants and agreements contained herein, and for other good and valuable consideration, it is agreed between the Parties as follows:

1. **LEASE PERIOD AND LEASE PAYMENT:** The lease from the ADC to ADHDA shall run from September 27, 2018 through September 30, 2018 at a lease amount of \$1.00 for the entire length of the lease.
2. **ADC'S REPRESENTATIVE:** For purposes hereof, the ADC'S authorized representative will be Brett Estes, City Manager, City of Astoria, 1095 Duane Street, Astoria, Oregon, 97103, (503) 325-5824, [bestes@astoria.or.us](mailto:bestes@astoria.or.us).
3. **ADHDA'S REPRESENTATIVE:** For purposes hereof, ADHDA'S authorized representative is Sarah Lu Heath, P.O. Box 261, Astoria, Oregon, 97103, 503-791-7940, [sarah@astoriadowntown.com](mailto:sarah@astoriadowntown.com).

4. **SCHEDULED USE:** ADC grants ADHDA the exclusive use of Property for the purpose of providing an activity area from noon to 10:00 p.m. Friday and Saturday, September 28 and 29, 2018, from noon to 5:00 p.m. on Sunday, September 30, 2018, and for set-up on Thursday, September 27, 2018 (changes must be negotiated between the Parties).
5. **PERMITS:** This Agreement constitutes a permit for sound amplification from noon to 10:00 p.m. on Friday and Saturday, September 28 and 29, 2018, and from 12:00 noon to 5:00p.m. on Sunday, September 30, 2018.
6. **OLCC LICENSE:** ADHDA will need to abide by all conditions of your temporary liquor license.
7. **PROHIBITED USES:** No religious symbols or presentations will be used or presented by ADHDA or any participant on the Property during the term of the lease.
8. **CONDITION OF PROPERTY:** ADHDA shall be responsible for all trash removal related to their use of the Property during the lease times and period, and any costs associated with cleaning the Property at the conclusion of any daily use. ADHDA agrees to make an effort to provide recycling opportunities for glass, plastic and metal beverage containers. ADHDA further agrees to keep the Property in as good or better condition than it was at the commencement of this lease.
9. **DAMAGES AND CLEAN-UP COSTS:** If there is damage to the Property or clean-up costs related to the use under this Lease, ADHDA shall pay these damages or costs. Failure to pay said amounts will result in subsequent collection actions, and also will be grounds for termination under Section 12.
10. **SPECIFIC ISSUES:**
  - A. No liquid or other wastes are to be dumped down storm drains.
  - B. Electrical hookup and water hose use must be coordinated with Pacific Power, or alternatively, with the Columbia River Maritime Museum.
  - C. ADHDA is allowed to place temporary signs that must be removed at the conclusion of the lease agreement.
    - 1) All signage is limited to announcing ADHDA'S Pacific Northwest Brew Cup Beer Festival location and/or hours of operation and activities, and for parking control.
    - 2) All signage must comply with City sign codes and the Manual of Uniform Traffic Control Devices.

- 3) ADHDA shall insure that public sidewalks are not encumbered and the free passage of pedestrians on sidewalks is not impeded.
- E. ADHDA will provide sufficient portable toilets, trash receptacles and trash collection services to accommodate need, recycling containers and cleanup for each event.
- F. The ADHDA will comply with Astoria Code 5.025(11) governing amplified sound.
11. **INSURANCE:** ADHDA shall maintain casualty insurance in an amount of \$100,000 for damages to the Property and liability insurance in the amount of \$1,000,000 for injuries. ADHDA shall provide ADC a Certificate of Insurance naming the City of Astoria and the ADC as additionally insureds.
12. **TERMINATION:** Notwithstanding that this Agreement contemplates a 5-day period, this lease may be terminated by the ADC at any time should the ADHDA fail to comply with any of the provisions of this agreement. Termination shall be made either in writing by hand delivery or by email to ADHDA'S authorized representative not less than 12 hours prior to the date and hour of termination. Termination will not result in a refund by the ADC to ADHDA for any monies paid.
13. **NON-ASSIGNABILITY:** This Agreement is personal to ADHDA and the ADC relies on ADHDA to comply with and to receive the benefits of this Agreement.
14. **COMPLIANCE WITH APPLICABLE LAWS:** ADHDA shall comply with all applicable City, State and Federal laws and regulations, including, but not limited to, license requirements.
15. **LICENSES:** Any vendor using the Property during the lease agreement shall have on file with City a valid Occupational Tax License.
16. **SUPERVISION OF PARTICIPANTS:** ADHDA agrees to exercise exclusive control and supervision over its members, ADHDA sponsored activities and organizations, and persons or businesses that sell products on the Property at the time specified for ADHDA occupancy of the premises. ADHDA will publish rules and expectations for these participants.
17. **HOLD HARMLESS:** ADHDA and its successors and assigns shall completely protect and save, defend and hold harmless the ADC, and its officers, agents and employees, from any liability or obligation of any kind or nature whatsoever arising from injury or injuries, including death, to any person or persons, or damage to any property, real or personal, suffered or alleged to have been suffered all or in part by any person or property arising out of or in connection with the use or occupancy of the Property by ADHDA.
18. **ATTORNEY FEES:** If suit or action is brought by either Party to enforce any



right created by this Agreement, the prevailing Party shall be entitled to recover in any trial court, and appellate courts, including costs and disbursements and reasonable attorney fees.

**IN WITNESS WHEREOF**, the Parties have, on this \_\_\_\_ day of \_\_\_\_\_, 2018 set their hands by and through their duly authorized agents.

**ASTORIA DEVELOPMENT COMMISSION**

**ADHDA**

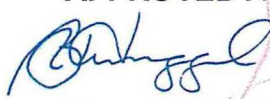
By: \_\_\_\_\_  
Arline LaMear, ADC Chair

By: \_\_\_\_\_

By: \_\_\_\_\_  
Brett Estes, City Manager

By: \_\_\_\_\_

**APPROVED AS TO FORM:**



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\_\_\_\_\_  
City Attorney




# CITY OF ASTORIA

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## MEMORANDUM • PUBLIC WORKS DEPARTMENT

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**DATE:** JULY 25, 2018  
**TO:** ASTORIA DEVELOPMENT COMMISSION  
**FROM:**  BRETT ESTES, CITY MANAGER  
**SUBJECT:** AUTHORIZATION TO BID- BOND STREET RETAINING WALL PROJECT

### DISCUSSION/ANALYSIS

As a result of a landslide in 2007, Bond Street has been closed to two way traffic. Only one westbound lane of traffic is allowed limiting east west traffic to Marine Drive. The Public Works Department commissioned a geotechnical analysis completed in August 2015 to study the feasibility of adding a retaining wall that would allow the roadway to be restored to two-way traffic. The results of the study concluded that a wall could be built under the right conditions.

A recently completed boundary expansion of the Astor West Urban Renewal District (AWURD) includes the project area. The expansion was targeted to achieve the reopening of Bond Street to two way traffic and potentially revitalize residential properties

In 2017, Staff initiated the design process and hired Cornforth Consultants to provide geotechnical and civil engineering design services for the project. The project documents were advanced to final design, but put on hold due to a very wet winter (2016/2017). The additional rainfall contributed to groundwater and inclinometer readings that were unfavorable and increased risk to the project. City staff decided to postpone the work until 2018 with the hope of improved conditions.

Since construction was put on hold, Public Works staff and Cornforth Consulting have been monitoring the slide activity with groundwater depth measurements, inclinometer readings, and visual inspection. The information we have available indicates that construction late this summer is feasible. Cornforth Consulting recently completed plans and specifications for the project. City staff used this information to prepare an updated construction cost estimate for the project. The anticipated construction cost is \$465,000 and the funding is available from the Astor West Urban Renewal District fund. This cost is higher than the original construction estimate of \$340,000 and reflects the recent trend in escalating construction cost.

A Contract Amendment for construction support services was approved previously by the Astoria Development Commission at the June 18, 2018 meeting.

With a successful bid process, we anticipate a notice-to-proceed for construction in early September. Completion of the retaining wall and associated utilities would be targeted for early October, with the remaining roadway and sidewalk work being completed by mid-November.

## RECOMMENDATION

It is recommended that the Astoria Development Commission authorize staff to solicit bids for the Bond Street Retaining Wall Project.

By: Jeff Harrington  
Jeff Harrington, Public Works Director

Prepared by: Nathan Crater  
Nathan Crater, City Engineer