

John Day City Council
May 8, 2012
7:00 PM
Council Chambers

AGENDA

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF APRIL 24, 2012**
3. **APPEARANCE OF INTERESTED CITIZENS – At this time Council President Steve Schuette will welcome the general public and ask if there is anything they would like to add to tonight’s agenda.**

ACTION ITEMS:

4. **PUBLIC HEARING TO DISCUSS THE BUDGET FOR FISCAL YEAR 2012-2013 AS APPROVED BY THE JOHN DAY BUDGET COMMITTEE**
Attachments:
 - Notice of Budget Hearing and Budget Summary
 - Minutes of the March 20, 2012 Budget Committee meeting
 - Chapter 5 of the John Day City Code – Mayor and Council
5. **DISCUSS FOR ADOPTION ORDINANCE NO. 12-155-05, AN ORDINANCE DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUES**
Attachments:
 - Ordinance No. 12-155-05
 - Notice Dated April 4, 2012 from Oregon Department of Administrative Services
 - LOC Local Focus Article 2012 State Shared Revenue Estimates
6. **DISCUSS PROPOSAL FROM JIM AND TOOTIE CERNAZANU REGARDING ENCROACHMENT ISSUE**
7. **DISCUSS APPLICATION FOR BICYCLE, PEDESTRIAN, AND TRANSPORTATION ENHANCEMENT GRANT TO COMPLETE THE US/MAIN ST. & CANYON BLVD., SIDEWALK/BEAUTIFICATION PROJECT**
Attachment:
 - Notice from ODOT announcing \$20 million available for Bicycle, Pedestrian, and Transportation Enhancement projects
8. **DISCUSS RECOMMENDATION FROM THE SELECTION PANEL - PROPOSALS RECEIVED FOR THE FUNDRAISING AND CAPITAL CAMPAIGN ADVISORY SERVICES FOR THE CONSTRUCTION OF THE NEW FIRE STATION**

OTHER BUSINESS:

9. OTHER BUSINESS AND UPCOMING MEETINGS

Attachments:

- April 27 , 2012 LOC Bulletin
- Notice of Loc Regional meeting in John Day

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TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: May 3, 2011

SUBJECT: Public Hearing to Discuss the Budget for Fiscal Year 2012-2013 as Approved by the John Day Budget Committee

Attachments:

- Notice of Budget Hearing and Budget Summary
- Minutes of the March 20, 2012 Budget Committee meeting
- Chapter 5 of the John Day City Code – Mayor and Council

BACKGROUND:

The Notice of Public Hearing was published in the April 25, 2012 edition of the Blue Mountain Eagle as required by Oregon Budget Law. The hearing time was published as 7:00 p.m., May 08, 2012. The Council will receive comments at this time on the Fiscal Year 2012-2013 budget and state revenue sharing use within the budget.

The John Day Budget Committee approved the proposed budget on March 20, 2012; the minutes of the meeting are attached. I have also attached Chapter 5 of the John Day City Code stating the procedure for public meetings. Section 1-5-5 addresses the procedure for members of the public addressing the City Council.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: May 3, 2012

SUBJECT: Discuss for Adoption Ordinance No. 12-155-05, an Ordinance Declaring the City's Election to Receive State Revenues

Attachments:

- Ordinance No. 12-155-05
- Notice Dated April 4, 2012 from Oregon Department of Administrative Services
- LOC Local Focus Article 2012 State Shared Revenue Estimates

BACKGROUND:

State Revenue Sharing Law, ORS 221.770 requires cities to pass an ordinance or resolution each year stating that they want to receive state revenue sharing money. A copy of this ordinance must be filed with the Operations Unit of the Department of Administrative Services prior to July 31, 2012 in order for the City to receive these funds.

I have attached an article from the League of Oregon Cities regarding the 2012 State Shared Revenue Estimates that appeared in the February 2012 LOC Local Focus publication. This article explains each of the state collected taxes the cities are projected to receive based on the 2011-12 legislatively enacted state budget.

RECOMMENDATION:

The John Day City Council adopt Ordinance No. 12-155-05.

TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: May 3, 2012
SUBJECT: Discuss Proposal from Jim and Tootie Cernazanu regarding encroachment issue

BACKGROUND:

I called Jim Cernazanu on Tuesday, April 25th informing him of the City Council's discussion on his proposal. I explained the City Council's concerns having an easement running through the City's parking lot and having little or no control on who would be using the easement, and the Council's concerns with liability issues as well as the city attorney's research fees. I asked him if he would consider working with the City to correct the issues he has with his existing driveway off Hillcrest Road. He said he would take a look at his driveway and get back to me.

I followed up with Jim on Thursday, May 3, 2012 to see if he had a chance to look at his driveway; he stated he did not; however, he stated he would try to get back to me before Tuesday night's council meeting. Hopefully, we will hear back from Jim before the Council meeting at which time Public Works Director Dave Holland and I will give the Council an update.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: May 3, 2012

SUBJECT: Discuss Application for Bicycle, Pedestrian, and Transportation Enhancement grant to complete the US/Main St. & Canyon Blvd., Sidewalk/Beautification project

Attachment:

- Notice from ODOT announcing \$20 million available for Bicycle, Pedestrian, and Transportation Enhancement projects

BACKGROUND:

We have been informed by ODOT that in 2012, the Transportation Enhancement (TE) and the Oregon Bicycle and Pedestrian Programs (OBPAC) will be combined. There will be one application process, one review process, and one selection process. Successful applicants will be awarded either a TE or an OBPAC grant, or a combination of both – at the discretion of ODOT and the TE and OBPAC grant selection committees.

As you know we received the \$800,000 grant for our US 26 Main St/S. Canyon Blvd. Improvement Project through the TE grant program. Public Works Director David Holland and I would like to apply for this combined grant to improve the section from the Canyon Creek Bridge east to the Hwy 26/395 intersection. The project would be essentially the same project as the US 26 Main St/S. Canyon Blvd. project; bringing as much overhead lines underground as possible, new sidewalks where necessary and new pedestrian lighting. However, this section is very narrow (only a 50' ROW) and could require right-of-way acquisition or eliminate some parking in order to make sidewalk ADA standards. If awarded, this grant would complete our Downtown Improvements project.

I have checked with ODOT and we are eligible to apply for a Notice of Intent (NOI) for the TE+OBPAC combined solicitation. The deadline for NOI submittal is June 6 at 5 p.m. We have budgeted \$18,000 for the match for this project in the 2012-2013 proposed budget in the Street Fund.

RECOMMENDATION:

Public Works Director David Holland said he could estimate the cost of this project by using ODOT's scoping estimates used for our current TE project. We would like permission to submit the Notice of Intent (NOI) by June 6, 2012. Only the NOIs selected by the joint committee will be invited to apply. If we pass round 1, the applications will be due in December 2012 and the projects will be awarded in early 2013.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: May 3, 2012

SUBJECT: Discuss Recommendation from the Selection Panel - Proposals received for the Fundraising and Capital Campaign Advisory Services for the construction of the new fire station

BACKGROUND:

The deadline for the request for proposals (RFP) for the Fundraising and Capital Campaign Advisory Services for the construction of the new fire station were due on April 30, 2012. The City received the four proposals from the following firms:

- PARC, Bend, OR
- Sharon Leighty & Co., Bend, OR
- Charitable Success, Jackson, CA
- Westby Associates, Inc., Vancouver, WA

The Selection Panel is scheduled to meet on Thursday, May 3, 2012 at 3 p.m. to discuss the above proposals and make a recommendation to the City Council.

The members of the Selection Panel are as follows:

- Fire Chief Ron Smith
- Chris Cronin
- Councilor Donn Willey
- Jerry Daake (Rural District Representative)
- City Manager Peggy Gray

RECOMMENDATION:

At the time of this agenda, the Selection Panel had not met. Councilor Donn Willey and I will update the City Council at the council meeting with the recommendation from the Selection Panel.

TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: May 3, 2012
SUBJECT: Other Business and Upcoming Meetings
Attachments:

- April 27 , 2012 LOC Bulletin
- Notice of Loc Regional meeting in John Day

OTHER BUSINESS:

1. Attached is the April 13, 2012 LOC Bulletin for your information and review.
2. There will be a League of Oregon Cities Regional meeting at the Grant County Regional Airport on Wednesday, May 16, 2012 beginning at 5 p.m. All Councilors and department heads are invited to attend. Please let me know if you plan to attend as they would like us to RSVP.
3. Interviews for the Mayor's position have been scheduled for the May 22nd council meeting. The first interview will begin at 7:05 p.m.
4. Public Works Director David Holland will update the Council on the water usage for the Regional Acute Facility SDC calculation compared to the Heppner's facility's water use.

UPCOMING MEETINGS:

May 9, 2012	5:30 – 7:30 p.m. Interpretive Center	Friends of the Kam Wah Chung board meeting
May 16, 2012	5:00 p.m. Airport	LOC Regional Meeting
May 22, 2012	10 a.m. – 2:30 p.m. La Grande	CIS Spring Supervisor's Training All department heads plus Richard Gray and Monte Legg attending
May 22, 2012	7 p.m.	Regular City Council meeting