

**John Day City Council
September 24, 2013
7:00 PM
Council Chambers
AGENDA**

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF AUGUST 27, 2013**
3. **APPEARANCE OF INTERESTED CITIZENS – At this time Mayor Lundbom will welcome the general public and ask if there is anything they would like to add to tonight’s agenda.**

ACTION ITEMS:

4. **DISCUSS AND APPROVE FOR SIGNATURE; LETTER FROM STAN FOSTER, PARC RESOURCES**
 - Attachment:
September 17, 2013 letter from Stan Foster, PARC Resources
5. **DISCUSS BRIDGE INSPECTION REPORT FROM ANDERSON ENGINEERING & SURVEYING, INC. FOR BRIDGE STRUCTURE #23B004 ON NW 3RD AVE OVER CANYON CREEK**
 - Attachment:
 - Electronic message w/attachments from Greg Sharp, Anderson Engineering & Surveying Inc.
6. **DISCUSS DANGEROUS BUILDING SOLICITATION, 405 SE HILLCREST, JOHN DAY**
 - Attachment:
 - Revised Solicitation of proposals for the removal of Dangerous Building
 - Dangerous Building Removal City Estimate
7. **DISCUSS SETTING DATE FOR COMMUNITY POTLUCK THANKING LOCAL FIREFIGHTERS**

OTHER BUSINESS:

8. **OTHER BUSINESS AND UPCOMING MEETINGS**
 - Attachments:
 - August 23, 2013; August 30, and September 13, 2013 LOC Bulletins
 - Notice from Oregon Government Ethics Commission
 - Quarterly Staff Report
 - September 2013 Newsletter

ADJOURN

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: September 20, 2013

SUBJECT: Discuss and approve for signature; letter from Stan Foster, PARC Resources

- Attachment:
September 17, 2013 letter from Stan Foster, PARC Resources

BACKGROUND:

Attached is a letter from PARC President Stan Foster. Mr. Foster is accepting partial responsibility for the false start on the bond measure and is offering to absorb part of the legal expenses that the City and Rural District incurred during the legal review of the joint ballot title.

PARC Resources is currently finishing up three grant applications on behalf of the project and is offering to credit the City and Rural District the sum of \$3,522.50 (an amount equal to what PARC would normally bill for this work) as their contribution to this expense. Applications for the Swigert/ESCO Foundation, Swindells Trust and Rose Tucker Trust were submitted via USPS on September 17, 2013 by Laura Prado of PARC Resources.

City Attorney Jeremy Green suggests the City and the Rural might want to explore the possibility of hiring a bond counsel to help us through the ballot title process. Jeremy suggests going out for an informal solicitation to hire a bond counsel within the next few months. Jeremy stated his costs to develop the solicitation of proposals would be nominal as he has just prepared a similar solicitation for the City of La Pine.

RECOMMENDATION:

Fire Chief Ron Smith and I have been pleased with the performance of PARC Resources outside of the ballot title issue. We would like to continue our good working relationship with PARC Resources; we appreciate Mr. Foster's offer and believe it is fair.

Legal fees expended to City Attorney Jeremy Green regarding this issue totaled \$1,860 (July to August billings). To date the City has not received an invoice from Michael Schrader, Portland Bond Counsel.

I recommend the John Day City Council authorize the City Manager to sign the September 17, 2013 letter accepting the financial proposal from PARC Resources. I would also like to have the Council's approval to allow staff to go out for an informal solicitation to hire a bond counsel to help us through the ballot title process for the May 2014 primary election.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: September 20, 2013

SUBJECT: Discuss Bridge Inspection Report from Anderson Engineering & Surveying, Inc. for Bridge Structure #23B004 on NW 3rd Ave over Canyon Creek

Attachment:

- Electronic message w/attachments from Greg Sharp, Anderson Engineering & Surveying Inc.

BACKGROUND:

We received word from the bridge inspector Greg Sharp of Anderson Engineering & Surveying that on their recent bridge inspection trip the NW 3rd Street Bridge was found to have a major structural deficiency. The bottom portion of the upstream SW Prestressed Concrete Girder had blown out due to water and ice intrusion through a drain hole drilled into the slab. The slab will need to be repaired or replaced as soon as possible since the prestressing tendons have been compromised.

Public Works Director David Holland has contacted bridge contractor Dennis Dice regarding this issue and will update the City Council at the city council meeting.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: September 20, 2013

SUBJECT: Discuss Dangerous Building Solicitation, 405 SE Hillcrest, John Day
Attachment:

- Revised Solicitation of proposals for the removal of Dangerous Building
- Dangerous Building Removal City Estimate

BACKGROUND:

Due to lack of funds in FY 2013; the John Day City Council decided to wait until the beginning of the new fiscal year to send out a new informal solicitation for the removal of the dangerous building located at 405 SE Hillcrest, John Day. Staff also recommended that we revise the solicitation to include a “not to exceed cost” being the cost of what the City could do the work.

Public Works Director David Holland estimates the work to remove the dangerous building at \$3,788.10 (see attached spreadsheet). Note there is no cost for asbestos abatement; David says there is no evidence of asbestos in the building.

City Attorney Jeremy Green has revised the solicitation of proposals to include a “not to exceed amount of \$4,000.” Staff would like to send out the revised solicitation to the same contractors that were sent the original solicitation of proposals on February 27, 2013.

RECOMMENDATION:

Staff would like to get this project completed before winter. I recommend the John Day City Council allow staff to send out the revised Solicitation of Proposals for Removal of Dangerous Building located at 405 SE Hillcrest, John Day, OR.

TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: September 20, 2013
SUBJECT: Discuss setting date for Community Potluck thanking local firefighters

BACKGROUND:

At our last City Council meeting we discussed setting a date for a Community Potluck thanking our local firefighters for their efforts. Fire Chief Ron Smith asked his volunteers to select possible dates for a community potluck, the date that seems to work best for most people is Sunday, October 13th.

Please come prepared to discuss options on where to hold the event. Mayor Lundbom has offered to supply the hamburgers, Councilor Schuette has offered to supply the grill. We need to confirm date, time etc. in order to get the word out to the community.

Also, Fire Chief Smith and our volunteers would like to invite the other Grant County fire departments who assisted in fighting the fires, Mt. Vernon, Canyon City, Prairie City, Long Creek, Dayville, and Monument Rural Fire District.

Once we set a date, time and place; I'll get a flyer out inviting the community that can go out with the quarterly newsletter and the utility bills at the end of this month. We can also promote the event on the radio and newspaper.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: September 20, 2013

SUBJECT: Other Business and Upcoming Meetings

Attachments:

- August 23, 2013; August 30, and September 13, 2013 LOC Bulletins
- Notice from Oregon Government Ethics Commission
- Quarterly Staff Report
- September 2013 Newsletter

OTHER BUSINESS:

1. The August 23rd, 30th, and September 13, 2013 LOC Bulletins are included in your council packets.
2. Attached is a notice from the Oregon Government Ethics Commission informing us that they will soon be able to provide an electronic system through which public officials can submit their Statements of Economic Interest forms. Of course, they will charge local governments an additional fee that will appear on our annual assessment invoice for this service.
3. The annual audit went very well; Kent Bailey of Guyer & Associates hopes to have the final audit report to the City Council by the end of October or early November, 2013.
4. Attached is the quarterly staff report for your review.
5. Attached is the September 2013 Newsletter that will be sent out with this month's utility billing.

UPCOMING MEETINGS AND EVENTS:

October 8, 2013

7:00 p.m.

Regular City Council meeting